

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
March 9, 2022

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, March 9, 2022, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Michael Bailey, Mary Ann Brodie-Ennis, Tom Gilbert, and Gary Baker, Planning and Zoning Administrator Susan Hauver, Public Works Director Joseph Birch, Town Manager Sean Williams, Communications Specialist Ashley Bailey and a total of 13 citizens. The meeting was streamed on the Town's website. Commissioner Michael McNiesh joined the meeting via telephone.

The meeting was called to order with the Pledge of Allegiance and a prayer.

1. MINUTES

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker to approve the Town meeting minutes and Closed meeting minutes of February 23, 2022. Commissioner Michael Bailey requested the words "after hours" be added to the Closed minutes. The motion passed by a vote of 4-0.

2. UPCOMING MS4 MEETING/COMMUNITY CLEAN UP – RYAN KNOTT

Assistant Public Works Director, Ryan Knott discussed an upcoming MS4 meeting on Tuesday, March 15th with the property managers and HOA members of Deerfield, Glade Towne, and Colony Village to discuss potential future storm water projects on their property. The meeting is open to the public.

The Town will also have a week-long Town Clean Up starting April 18th through the 24th. There will be a flyer distributed with a link to document efforts made in the Town.

3. TOWN HALL MESSAGE SIGN

Public Works Director Joseph Birch reported an electrical estimate of \$5,300 for a proposed electric message sign for in front of Town Hall. The total estimated cost of the project would be \$45,300. Commissioner Tom Gilbert expressed concerns with the cost and issues with other electric messages signs in Town. It was agreed to research other sign options for Town Hall.

4. TOWN HALL RENOVATION UPDATE

Town Manager Sean Williams discussed the progress of the Town Hall renovation and warned of potential phone and internet issues in the coming week.

5. WATERSHED USAGE REQUEST

Larry Raskin of TrotSAR search and rescue informed everyone of the service the TrotSAR team provides the area and requested the use of the Walkersville Watershed for training. Many questions were asked of Mr. Raskin including types of training that may occur and amount of time being requested.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael Bailey to allow TrotSAR the use of the Watershed for an overnight training with proof of insurance, to coordinate with the Watershed manager and occurring during non-hunting season. The motion passed by a vote of 4-0.

6. PLANNING COMMISSION EX-OFFICIO APPOINTMENT

Burgess Chad Weddle discussed previous errors of the Town in the appointment of liaisons to the Planning Commission citing Maryland Code, Land Use §2-102, requiring the appointment of an ex-officio appointments be voted on. Burgess Weddle also expressed concerns with his original appointment of Commissioner Michael McNiesh to the Planning Commission. Burgess Weddle submitted Commissioner Gary Baker for appointment to the Planning Commission.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to approve Commissioner Gary Baker as ex-officio member of the Planning Commission. There was discussion regarding concerns over the previous process, the legality of appointing ex-officio members, the process of the Comprehensive Plan, and the need for members of boards to listen to all opinions. The motion passed by a vote of 3-0-1 with Commissioner Gary Baker abstaining.

7. HERITAGE FARM PRESERVATION SOCIETY DOCUMENTS

Burgess Weddle requested the former Heritage Farm Preservation Society be revitalized to properly handle future donations for the Manor House. It was agreed to allow Burgess Weddle to move forward with revitalizing the former 501C3.

8. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to pay the bills submitted for the time period. The motion passed 4-0.

9. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Public Works Director Joe Birch provided an update on the follow items:

1. There is still coordination occurring to complete the installation of the CL17 at the Water Plant.
2. The Spring Gardens Water Main Replacement Bids are to be submitted by the March 15th. Staff recommendations will be made at the second meeting in March.
3. Director Birch met with the engineering firm that was awarded the contract for Maple and Maryland Avenue. There will be survey crews in the area in the coming weeks.
4. The two portable pole mounted Speed Limit indicators will be installed at the end of the week.
5. The Memorial Park upgrades to brick wall monument is scheduled to start mid-March.
6. The street name signage for Deerfield and Glade Towne is almost complete. A new stop sign is going to be installed at Glade Road and Crum Road and the message boards will be used to notify citizens of the change.
7. Public Works is meeting with LB Water on the Advanced Metering Infrastructure (AMI) Study results this Friday with a possible update at the next town meeting.
8. The Biggs Ford and Devilbiss Bridge Road bridges still need concrete work completed once weather allows.
9. There are no updates on Gateway signage paperwork, but paperwork was submitted to SHA for approval. Possible easements may be needed if installation sites are approved by SHA.

Commissioner Tom Gilbert inquired about the previous concerns over the gates at Rock Creek School. Director Birch confirmed the gates have been installed and are correct.

Commissioner Michael Bailey inquired about the future sidewalk connecting the Parkside Community and Kenneth Avenue. Planning and Zoning Administrator Susan Hauver advised of good progress and no additional paperwork being required at this time.

MSP Trooper Blumenauer advised the previously reported graffiti at the shopping center has been painted over and they are monitoring the intersection of Sandstone Drive and MD 194 for illegal left turns.

Administrator Susan Hauver advised the next meeting of the Planning Commission will occur on March 22nd and there is a need for a review of the comprehensive plan for the new members.

Town Manager Sean Williams advised of progress on the Park Attendant position and applicants can still apply.

Manager Williams mentioned a forthcoming state mandated update to the Ethic chapter in the Town Code.

J&J Trash Services proposed a 36.1% cost increase for the coming year based on an increase in costs for labor, fuel, vehicle repairs and insurance. There was a request to negotiate the increase with J&J Trash to reduce the increase by half and a potential price freeze for two years.

Commissioner Tom Gilbert expressed an interest in having Frederick County perform an information seminar for senior citizens to help them obtain the new senior tax credit.

Commissioner Michael McNiesh reached out to the previous Planning Commission appointee to reconsider his withdraw from the position.

Commissioner Tom Gilbert read from the Frederick News Post 100 Years Ago noting Emmitsburg passed a bill giving women the right to vote in municipal elections and Walkersville introduced a similar bill for the women of the Town.

Commissioner Michael Bailey expressed concerns with informational services and requested research to having a hard-wired telephone line.

Commissioner Bailey will introduce a policy of executive appointees that would require a time period before the appointment and a time frame to ask questions about the appointee to the Burgess.

The EDC recently discussed the business directory and future COVID relief funds for local businesses and non-profits.

Commissioner Mary Ann Brodie-Ennis advised the first Memorial Bench will be installed at Community Park on April 2nd.

Flags were placed at Community Park for 30 trees to be installed on Friday as part of the State's reforestation program.

Commissioner Brodie-Ennis will be meeting with a Scout Thursday to replace the bridge at Community as an Eagle Scout project.

Commissioner Gary Baker thanked everyone for his reappointment to the Planning Commission.

Commissioner Baker suggested a future discussion to consider set times March-October and November-February hours for the parks to open and close.

10. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Chris Howk of 159 Polaris Drive thanked Burgess Weddle for his comments earlier in the meeting, but expressed concerns of a "public groundswell" from some members of the Town believing things are not being done correctly.

ANNOUNCEMENTS (unless changed/cancelled due to Gov. Hogan/CDC recommendations):

- Mon., March 21, 7:00 – EDC Meeting
- Tues., March 22, 7:00 – Planning Meeting
- Weds., March 23, 7:00 – Town Meeting
- Beginning April 1 – Public Works will be reading water meters
- Tues., April 5, 7:00 – Board of Appeals (if needed)
- Weds., April 6, 7:00 – Parks Meeting
- Tues., April 12 7:00 – Planning Workshop
- Weds., April 13, 7:00 – Town Meeting
- Fri., April 15 – Good Friday – OFFICE CLOSED
- Mon., April 18, 7:00 – EDC Meeting

- Tues., April 26, 7:00 – Planning Meeting
- Weds., April 27, 7:00 – Town Meeting

Meeting adjourned at 8:50 PM.

Sean Williams, Town Manager