

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
June 8, 2022

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, June 8, 2022, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Michael Bailey, Mary Ann Brodie-Ennis, Tom Gilbert, Michael McNiesh and Gary Baker, Planning and Zoning Administrator Susan Hauver, Town Manager Sean Williams, Public Works Director Joseph Birch, Communications Specialist Ashley Bailey and a total of 21 citizens. The meeting was streamed on the Town's website.

The meeting was called to order with the Pledge of Allegiance, a moment of silence to recognize the life of Charlie Nicodemus and a prayer.

1. MINUTES

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to approve the Town meeting minutes of May 25, 2022. The motion passed by a vote of 3-0-2 with Commissioners Michael Bailey and Michael McNiesh abstaining.*

2. AWARD SIDEWALK / ROAD SURVEY

Public Works Director Joe Birch discussed the pre-bid meeting for the road and sidewalk study, but noted only Wilson T. Ballard submitted a bid totaling \$45,554.30. There was discussion regarding the scope of the project, when the survey would begin, and the total amount of time the survey will take to complete.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to award Wilson T. Ballard the Sidewalk and Road Survey in the amount of \$45,554.30. There was no discussion. The motion passed 5-0.*

3. RECOGNIZE WALKERSVILLE FIRE COMPANY AWARD WINNERS

Burgess Chad Weddle recognized five Walkersville Fire Company winners from the 2022 Frederick County Volunteer Fire and Rescue Awards Ceremony.

Linda Grossnickle earned the Robert L. Renner Departmental Service Award. The Mumma Outstanding Service Award was presented to Joanne Baum. Dalen Hahn was the recipient of the Winona "Winnie" Crum Rookie of the Year. The Milliard M. "Mick" Mastrino Instructor/Safety Award was presented to Alan Staley. Firefighter Medal of Valor was presented to Joshua Barrett.

*A short break occurred to speak with and recognize the award winners.*

4. PARKS COMMISSION / ETHICS POSITION VACANCIES

Burgess Chad Weddle announced an open position on both the Parks Commission and Ethics. Notices for the positions will be placed on social media and interested applicants should apply.

5. 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 5-0.*

6. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

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

1. JHG has started the work in the easement area for the Spring Gardens Water Main Replacement. Once complete they will start Phase 1 on Wildwood Ct. The Town has a message board positioned on site to advise the residents of any issues and progress.

2. The work at Creamery Park parking lot was started this week with some rolled curb and gutter and two new ADA ramps. Work should be completed early next week. Once that work is completed, staff will add 2 handicap parking spots (1 van and 1 vehicle), wheel stops and thermal parking stripping.
3. AMT Engineering firm is working on the final design plans now for Maple Avenue. Currently the project is scheduled to go out for bid in November of 2022 with work to start in the spring of 2023.
4. The Kenneth Drive temporary speed humps were delivered today. They will be installed inside the park entrance as time allows.
5. Town received the base station for the Advanced Metering Reading (AMR) Study. A meeting with LB Water is scheduled to determine timing of the installation process. We have received 192 meters out of our 750 meters ordered.
6. Public Works is still waiting on the Memorandum of Understanding to be returned with all signatures and any other additional guidance from the SHA for the new Gateway signage.
7. A Cross Connection Control Plan (CCCP) for the town has been completed and forwarded to MDE for review and comments. MDE reviewed and approved the plan. The Town will also need to introduce an ordinance/policy in the future.
8. We are still in the process of ordering and receiving spare parts/equipment for the water plant.
9. No update on a start date for RR work at Devilbiss Bridge Road yet. Notification will be made once a projected start date has been determined.
10. Frederick County was notified of the two residents of Water Street Road that have intent and town approval to allow them to pursue the installation of wells. Frederick County has approved their request to apply for the installation of wells.
11. The Illuminated Cross Walk Signage has been received and locates called in. Installation the new signage will occur as time allows
12. The installation of the new fence for DPW has been scheduled and is 8-12 weeks out.

Planning and Zoning Administrator Susan Hauver discussed some progress with moving telephone poles on Biggs Ford Road.

Administrator Hauver advised there are plans forthcoming for work at Calvary Assembly

There will not be a planning workshop next week.

Town Manager Sean Williams advised the MS4 survey project was put out to bid this past weekend.

Bids for the playground equipment upgrade at Creamery Park will be in this week's paper.

Bids for the Manor House Roof replacement were due last Thursday. The project will be awarded at the next Town meeting.

The Town is looking to hire a Billing Clerk. Applications are available through Indeed or the Town website.

Commissioner Michael McNiesh advised he will not be available for the next two Town Meetings.

Commissioner Gary Baker advised he will not be available for the June 22 Town Meeting.

Commissioner Baker thanked everyone for their support after the passing of Charlie Nicodemus.

Commissioner Michael Bailey noted that he too will be unavailable for the June 22<sup>nd</sup> Town Meeting. Burgess Chad Weddle advised that the June 22<sup>nd</sup> Town Meeting will be cancelled for lack of a quorum.

Commissioner Bailey discussed the upcoming EDC meeting on June 27<sup>th</sup> to discuss funding Town business with American Rescue Funds.

Commissioner Mary Ann Brodie-Ennis discussed future additions to the Parks and that the Parks Commission developed a list for a survey that will be made available via social media.

Burgess Chad Weddle read Resolution 2022-01 recognizing Diane Fauble for her 25 years of service and wished her good luck in retirement.

#### 7. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Andrew Conlin of 9444 Eyer Court discussed ongoing issues with neighbors living at Longley Green walking dogs and allowing them to urinate and defecate in the common area of Glade Road near his home. Mr. Conlin advised his vehicle was damaged after notifying one of the residents to stop walking their dog near his home. Mr. Conlin requested assistance from the Town to stop individuals walking dogs in the area.

Paul Kovalcik and Rachel Shipley of the Walkersville Southern Railroad previously attended the Parks Commission Meeting to request special permission to allow passengers to exit a train ride, sit in Community Park after hours to view the Fireworks on July 8<sup>th</sup>, then reboard the train. Mr. Kovalcik will ensure trash is picked up. The Parks Commission recommended allowing the event to occur. The Burgess and Commissioners agreed with the Parks Commission recommendation.

Mr. Kovalcik also requested Walkersville Southern Railroad and the Town review the previous agreement to allow the railroad to use the "potato patch" for parking.

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

- Mon., June 20 – Juneteenth – OFFICE CLOSED
- Mons., June 27, 7:00 – EDC Meeting
- Tues., June 28, 7:00 – Planning Meeting
- Mon., July 4, Independence Day – OFFICE CLOSED
- Tues., July 5, 7:00 – Board of Appeals (if needed)
- Tues., July 12, 7:00 – Planning Workshop
- Weds., July 13, 7:00 – Town Meeting
- Mon., July 18, 7:00 – EDC Meeting
- Tues., July 26, 7:00 – Planning Meeting

Meeting adjourned at 7:57 PM.

Sean Williams, Town Manager