

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
August 10, 2022

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, August 10, 2022, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Michael Bailey, Mary Ann Brodie-Ennis, Michael McNiesh, and Gary Baker, Planning and Zoning Administrator Susan Hauver, Town Manager Sean Williams, Assistant Public Works Director Ryan Knott, Communications Specialist Ashley Bailey and a total of 4 citizens. The meeting was streamed on the Town's website. Commissioner Tom Gilbert and Director of Public Works Joe Birch were absent.

The meeting was called to order with the Pledge of Allegiance and a moment of silence for the passing of Nick Hani.

1. MINUTES

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker to approve the Town meeting minutes of July 13, 2022. The motion passed by a vote of 3-0-1 with Commissioner Michael McNiesh abstaining.

2. STAFFING UPDATE

Town Manager Sean Williams announced the hiring of Laura Sassano to fill the vacant Billing Clerk position. Sherrie Kline will be celebrating her 25th anniversary Thursday and is retiring December 31st, 2022.

3. TOWN HALL RENOVATION UPDATE

Manager Williams is hopeful that the Town Hall renovation should be complete by the end of August and meetings will begin in the new meeting room come September. The HVAC and outside lower-level doors will be replaced later in the year.

4. ACCOUNTS PAYABLE

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

5. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Town Manager Williams advised the annual audit will start August 22nd.

Sprint will terminate their rental contract at the end of October. This was expected after the purchase of Sprint by T-Mobile. Sprint equipment will be removed from the Crum Tower prior to cancellation of the contract.

Assistant Public Works Director Ryan Knott provided an update on the follow items:

1. JHG has completed Phase 1 and 2 of the Spring Gardens Water Main Replacement. The work is on hold until material is obtained to complete the project. Asphalt work on driveways has started on completed sections of the project. The Town has a message board positioned on site to advise the residents of any issues and progress.
2. AMT Engineering firm is completing the final design plans for Maple Avenue and Maryland Avenue. The Planning Commission will review the plans once completed. Currently the project is scheduled to go out for bid in November of 2022, with work to start in the spring of 2023.
3. The Advanced Metering Reading (AMR) base station has been installed. Once completed software will be installed and training on the system will begin.

4. The Walkersville Railroad work at Devilbiss Bridge Road has been approved. Public Works will be notified once a start date is determined.
5. The Illuminated Cross Walk Signage has been installed on Frederick Street near the school, at McDonalds and near the library.
6. The installation of the new Fence for DPW has been scheduled for mid-August.
7. Public Works met with Frederick County Transit on Monday to discuss the installation of benches near McDonalds, Town Hall, and the old library. They also discussed eliminating two locations at Main and Frederick Street and the other near the Fire Department. Burgess Chad Weddle requested contact information for Frederick County Transit to discuss concerns with the type of structure being considered.
8. The tube on the playground at Trout Park has been replaced.

Planning and Zoning Administrator Susan Hauver mentioned that developers are interested once again in building a Dunkin Donuts in Town.

Administrator Hauver reported Calvary Assembly attended the last Planning Meeting to discuss possible expansion. There have been previous concerns raised with the church regarding traffic on MD 194 and options were discussed of working on a secondary entrance or right in/right out on to MD 194. No decision was made at the meeting. Discussions will occur with the engineer to correct the plans.

Frederick Kitchen and Bathrooms also attended the last Planning Meeting. The owner, Mr. Simmons is interested in possibly installing sea containers for storage. An updated site plan was requested and no decision was made during the meeting.

Lonza attended last night's Planning Workshop to discuss future growth. There was also a discussion of the future Rail Trail through the area. The Planning Commission expressed support for the trail.

There was a Board of Appeals earlier this evening. The Board approved a variance at 200 Solar Drive and denied a special exception at 122 Glade Blvd.

Burgess Chad Weddle discussed a request from Mill Run to close Port Circle on August 13th from 5:00 PM until Midnight.

Commissioner Michael Bailey made a motion, seconded by Commissioner Gary Baker to close Port Circle from 5:00 PM until Midnight on August 13th. The motion passed 3-1 with Commissioner Mary Ann Brodie-Ennis in opposition.

Burgess Chad Weddle requested the Town's Attorney review some agreements that may be in violation over payments.

Burgess Weddle also requested the Town's Attorney to review citizen complaints regarding a specific residence.

The agreement with the Walkersville Railroad involving the potato patch will be reviewed at a future meeting.

Commissioner Michael McNiesh expressed his concerns with the traffic on MD 194 as a result of events at Calvary Church and hopes the Planning Commission insists on having them install a secondary entrance/exit.

Commissioner McNiesh announced that he will be starting a new job that will take him out of Town starting Monday. He will be absent from future meetings, but will be able to join via telephone.

Commissioner Gary Baker requested a police presence at the schools as the new year begins.

Commissioner Baker watched the Board of Appeals meeting and expressed his thanks for the job they performed.

Commissioner Baker asked why the Ethics Board does not get paid and expressed interest in paying the group like other Commissions.

Commissioner Michael Bailey thanked Public Works for fixing Trout Park Playground equipment.

Commissioner Bailey thanked Planning for supporting the future Rail Trail. He expressed interest in potential opportunities that could come to the Town.

Commissioner Bailey thanked Town Staff for addressing concerns with a bad sidewalk in his neighborhood that is in the process of being fixed. Bad sidewalks should be reported to the Town.

Commissioner Bailey discussed the upcoming EDC meeting that will involve ARPA funding for non-profits and that applications will be available on the Town Website.

Commissioner Mary Ann Brodie-Ennis advised of damage to one of the bridges at Community Park.

Commissioner Brodie-Ennis reported the plans for Creamery Park are moving forward.

A skatepark was discussed at the last Park's Meeting. A process was discussed with the group that attended the meeting and a petition will be started.

Commissioner Brodie-Ennis expressed interest in a ribbon cutting ceremony once Creamery Park is completed.

A grant for Solar energy was discussed.

Commissioner Brodie-Ennis discussed an interest in installing electricity at the Heritage Park Barn.

Commissioner Michael McNiesh expressed interest in having a skatepark installed, as well. There was a discussion of installation of a potential skatepark in the future.

Burgess Chad Weddle read a proposed street closure request for non-throughway streets in Town.

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh to approve the street closure policy. The motion passed 4-0. Burgess Weddle will type up an amendment to the Town Code to include the proposed street closure policy.

6. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

David Ennis of 118 Challedon Drive requested Division of Fire & Rescue Services would be notified when roads are closed under the new street closure policy.

Mike Staley of 100 Main Street expressed concerns that storm collectors were not installed along both sides of Glade Road when Colony Village was built. He also expressed concerns with Creamery Parking lot being blacktopped resulting in rain water draining toward his farm. Mr. Staley noted water that runs off Glade Road does not go to a sewer, rather it dumps into the crick.

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

- Mon., August 15, 7:00 – EDC Meeting
- Tues., August 23, 7:00 – Planning Meeting
- Wed., August 24, 7:00 – Town Meeting
- Mon., September 5 – **Town Office Closed**-Labor Day
- Wed., September 7, 7:00 – Parks Meeting
- Tues., September 13, 7:00 – Planning Meeting
- Wed., September 14, 7:00 – Town Meeting
- Mon., September 19, 7:00 – EDC Meeting

Meeting adjourned at 7:40 PM.

Sean Williams, Town Manager