

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
September 14, 2022

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, September 14, 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, Town Manager Sean Williams, Assistant Director of Public Works Ryan Knott, and a total of 9 citizens. The meeting was streamed on the Town's website. Commissioner Michael McNiesh, Director of Public Works Joseph Birch, and Communications Specialist Ashley Bailey were absent.

The meeting was called to order with the Pledge of Allegiance, a prayer, and a moment of silence for the passing of former Town Commissioner "Ridge" Cramer.

1. MINUTES

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to approve the Town meeting minutes of August 24, 2022. The motion passed by a vote of 4-0.*

2. WALKER FARM CONTRACT DISCUSSION

The Burgess and Commissioners discussed the current Walker Farm rental contract that will end January 1, 2023. Current lessee, Matt Toms was present and expressed interest in renewing the contract. There were no other individuals present interested in renting the property.

*Commissioner Michael Bailey made a motion, seconded by Commissioner Gary Baker to extend the current contract to Matt Toms from January 1, 2023 until December 31, 2023. The motion passed 4-0.*

3. HANDICAP PARKING SPACE REQUEST

Adolf Gardner, of 7 Crum Road, previously provided a written letter to the Burgess and Commissioners requesting a handicapped parking space on Wyndale Drive and a concrete pad built for his vehicle ramp. Mr. Gardner answered questions from the Commissioners about his property and the sidewalk near his home. There was discussion about previous handicapped spaces being installed by the Town.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to install a handicapped parking sign, public works would install a concrete pad, and bill Mr. Gardner no more than \$500 for the work. The motion passed 4-0.*

Mr. Gardner also provided a written letter to the Burgess and Commissioners about drainage issues in the ditch in front of his home and those of his neighbors. Assistant Director of Public Works Ryan Knott discussed the specific swale along those properties and noted they are home owner responsibility. There was an extended conversation involving potential fixes, the possible precedent of having Public Works maintain the swale, and the lack of MS4 credit for removing the sediment. It was agreed to have Public Works develop a cost estimate for cleaning the swales for a future discussion.

4. J & J TRASH DISPOSAL FEE

Town Manager Sean Williams explained that J&J Trash Services failed to bill the Town for dump fees dating back to October 2020. The contract with J&J indicated that J&J is to bill the Town for disposal fees instead of having Frederick County bill the Town directly for the fees. Walkersville is the only municipality J&J works with that does not pay the Frederick County dump directly. After discussions with J&J and Frederick County, it was learned that it would be cheaper to pay Frederick County directly for the disposal fees.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to pay J&J Trash Services \$296,327.36 for disposal fees dating back to October 2020. The motion passed 3-1 with Commissioner Mary Ann Brodie-Ennis in opposition. Commissioner Michael Bailey requested a potential contract amendment be made regarding the disposal fees. Commissioner Gary Baker requested a conversation occur with J&J about dropping the fuel surcharge since gas prices have dropped.*

## 5. POTATO PATCH AGREEMENT WITH WALKERSVILLE SOUTHERN RAILROAD

Planning and Zoning Administrator Susan Hauver discussed future plans Walkersville Southern Railroad has for development and a future crossing improvement that may be funded with a Maryland State grant. The area of the potato patch may be involved in those future plans. Burgess Chad Weddle suggested renewing the old contract after some updates. Commissioner Gary Baker expressed interest in renewing the contract since the Town receives amusement taxes from their services. Burgess Weddle offered to rewrite the contract from future review.

## 6. ACCOUNTS PAYABLE

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to pay the bills submitted for the time period. The motion passed 4-0.*

## 7. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

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

1. Spring Gardens Water Main Replacement JHG has completed installation of Phase 1 & 2 which is Wildwood Ct and Hickory Hill Drive and a portion of Antietam Drive. The replacement of the water main is temporarily on hold. Town has a message board positioned on site to advise the residents of any issues and progress.
2. The Town received the final design plans from AMT Engineering firm for review. The final plan will be developed after receiving any changes and or comments from the Town. The road and sidewalk project will go out for bid in November of 2022, with work to start in the spring of 2023. A meeting with citizens will be held October 19<sup>th</sup> at 7:00 PM.
3. The base station and antenna for the Advanced Meter Reading has been installed at the Crum Tank and the Town is in the process of coordinating with CUSI and LB Water on getting the billing information correct. More water meters have also been received.
4. Top coat asphalt will be applied in Spring View Estates. The Town will likely be plowing the community this year.
5. The Walkersville Railroad work at Devilbiss Bridge Road has been approved. Public Works will be notifying me as soon as they have a projected start date. Devilbiss Bridge Road will be closed from Heritage Park to the railroad crossing for a period of time. There was a discussion regarding the need to inform the school district and emergency services once the date is selected for the work to begin.
6. The pavilions at Community Park are having posts replaced.
7. The installation of the new fence for DPW has been completed. The front gate is the only remaining item that needs to be completed.
8. The speed warning signs on Biggs Ford and Glade Road have been converted to solar power.
9. Gateway signage may be installed by the end of October. White stakes have been installed in the proposed locations.
10. Annual scheduled maintenance was performed on the Crum and Heritage water tanks. The water tank is Discovery is scheduled for mid-October.
11. New street name signage has arrived for Creek Side, Kenneth Drive and Glade Village. Installation will begin once new posts are received.
12. The new roof at the Manor House will be installed starting September 26<sup>th</sup>.

13. The pickle ball courts at Community will be repainted and new nets will be installed.

14. Work at Memorial Park will begin soon, dates will be finalized for installation of new bricks.

Commissioner Mary Ann Brodie-Ennis will be meeting with John Grimes to discuss acoustics at the renovated Heritage Barn and potential future electrical needs.

Planning and Zoning Administrator Susan Hauver discussed the approval by the Planning Commission for Bombshell Beauty to move from West Frederick Street to 25 Maple Avenue due to their need for expansion. Additional conversation occurred involved residential growth for the Comprehensive Plan.

Plans have been received from the Walkersville Southern Railroad for water and sewer connections.

The old Dunkin Donuts site plan is being reviewed by the Town engineer.

The Town is waiting for Calvary Assembly to provide an updated site plan regarding potential changes to the church entrance.

Commissioner Michael Bailey inquired about a potential date for the Comprehensive Plan draft. Administrator Hauver is hoping for late October followed by a 60-day review and then a public hearing.

Trooper Brad Zimmerman announced that he received a promotion and will be leaving the Town in October.

Town Manager Sean Williams advised Town Hall has reopened and meetings will begin downstairs at the end of September.

The Town engineer has completed the field work for the road and curb evaluation and is approximately 25% complete on the sidewalk and ADA ramp evaluation.

Bill Butler of the Veterans Committee discussed the success of the bus trip to Arlington Cemetery, the upcoming Veterans Picnic to be held at Heritage Farm Park on September 16<sup>th</sup> at 3:00 PM, and the Veterans Service on November 6<sup>th</sup> at 1:00 PM at Memorial Park.

Burgess Chad Weddle read all announcements and reminded everyone that the next Town Meeting is being moved to Thursday, September 29<sup>th</sup>.

Commissioner Gary Baker thanked Maryland State Police for slowing traffic down in the school zones.

Commissioner Michael Bailey discussed the upcoming EDC meeting which will involve a listening session from local businesses and how they were affected by COVID 19. A second session will be held in October.

Commissioner Bailey noted that ARPA funding applications for non-profits are currently available through the month of September and all applications will be reviewed by the EDC in October.

Commissioner Bailey reminded everyone that Abloom Florist will be celebrating their 30<sup>th</sup> Anniversary on September 22<sup>nd</sup> and will be attended by the EDC.

Commissioner Mary Ann Brodie-Ennis expressed an interest in installing an electrical charging station and possible locations. There will also need to be a discussion of potential cost for users.

Commissioner Brodie-Ennis discussed a previous Parks Commission meeting and individuals that expressed interest in a skate park. She requested those individuals return to a meeting to discuss their desire, and potential, to develop a petition to show the amount of interest.

Commissioner Tom Gilbert discussed concerns over fireworks that occurred at the Fire Station the previous Saturday night. Commissioner Gilbert expressed interest in sending a letter to the Fire Company and Walkers Overlook requesting future dates of fireworks that may occur on their properties so citizens can be notified. Burgess Weddle also suggested contacting the Fire Marshall for notification, as well.

## 8. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Michael Staley of 100 Main Street expressed concerns of additional water being diverted to his property from the paving of the Creamery Park lot. He also expressed concerns of water coming from Glade Road on to his property. It was agreed to have Public Works develop some preliminary ideas for cost estimates and review potential options for a future discussion.

Ron Layman of 24 W. Frederick Street discussed some upcoming Scouting events to be held at the Watershed. Mr. Layman also requested the old television antenna be removed when the new roof is installed at the Manor House.

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

- Mon., September 19, 7:00 – EDC Meeting
- Tues., September 27, 7:00 – Planning Commission Meeting
- Thurs., September 29, 7:00 – Town Meeting
- Wed., October 5, 7:00 – Parks Meeting
- Tues., October 11, 7:00 – Planning Commission Meeting
- Wed., October 12, 7:00 – Town Meeting

Meeting adjourned at 8:10 PM.

Sean Williams, Town Manager