

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
October 26, 2022

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, October 26, 2022, at 6:00 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, Director of Public Works Joseph Birch, Communications Specialist Ashley Bailey, and a total of 17 citizens. The meeting was streamed on the Town's website.

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

1. MINUTES

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to approve the Town meeting minutes and Closed meeting minutes of September 29, 2022 with corrections to the open meeting. The motion passed by a vote of 4-0.

Burgess Chad Weddle read the closing statement and summarized the closed meeting minutes. The following motions were made during the closed meeting:

Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis pursuant to C6-2 Forfeiture of Office, Burgess Chad Weddle presented to the Commissioners that since Commissioner McNiesh has failed to attend three consecutive regular meetings August 24th, September 14th, and September 29th without being excused by the Commissioners, his office has been forfeited as of September 30, 2022. The motion passed 4-0.

Commissioners Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert for the Town to hold a special election to fill the Commissioner vacancy not sooner than ninety days and not later than one hundred twenty days from September 30, 2022. The motion passed 4-0.

Burgess Weddle explained that once a public hearing had been requested after the Closed meeting, the vote to hold a special election became moot.

2. INTRODUCE THE FREDERICK COUNTY HAZARD MITIGATION PLAN

Burgess Chad Weddle discussed the need to adopt the Frederick County Hazard Mitigation Plan and presented a draft Resolution to Commissioners for review. A public hearing will be held at the November Town Meeting for citizen feedback.

3. SENIOR CITIZENS MEETING AT WHITMORE ZIMMERMAN BUILDING

Burgess Weddle met with representatives of the Senior group to discuss resuming meetings of the group and potential meeting locations. The Town Hall renovations are not fully complete so the group would not be able to meet on the second floor for several months. They also toured the Whitmore Zimmerman Building and agreed to try a meeting at that location. There would be a need for tables and chairs to be set up, along with having cabinets moved to the location if it becomes the groups meeting location. There was a brief discussion on the pros and cons of using Town Hall and the Whitmore Zimmerman Building.

4. BLESSINGS IN A BACKPACK DISCUSSION

Commissioner Michael Bailey discussed a gap in funds totaling \$8970 for Blessings in a Backpack for students at Glade and Walkersville Elementary Schools. Shannon Kelley of Blessings in a Backpack and President of the Walkersville Middle School PTA spoke about the program and advised the funding gap was now \$9750.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to allocate \$9750 to Blessings in a Backpack, Frederick County to cover Glade Elementary School and Walkersville Elementary School. The motion passed by a vote of 4-0.

Shannon Kelly also discussed funding issues at Walkersville Middle School and High School to help provide money for students that have fallen into “lunch debt.” Federal grants previously covered the costs, but those funds are no longer available.

Commissioner Gary Baker made a motion, seconded by Commissioner Michael Bailey to authorize expenditures of \$3,000 for Walkersville Middle School and \$3,000 for Walkersville Highschool to help pay for school lunches. The motion passed by a vote of 4-0.

5. KENNETH DRIVE SPEED BUMP REQUEST

Patrick Isenock of Kenneth Drive discussed the positive impact of the speed bump at Community Park, but requested consideration of installation of a second speed bump on Kenneth Drive. There was a discussion about the potential need to install a walking path and altering the fencing at the entrance to the park. It was agreed to allow the Parks Commission time to meet with a Park Planner and generate additional options before installing any additional speed bump.

6. STORM SWALE CLEANING REQUEST

Director of Public Works, Joseph Birch discussed the cost estimate totaling \$10,160.40 to fix the storm swale along Crum Road. Adolph Gardner of 7 Crum Road thanked the Town for previously requested work at his property. Regarding the swale, Mr. Gardner questioned if the County ever provided funds to the Town when the property became part of the Town. It was unknown but would have to be researched. Dir. Birch noted the area is typically the responsibility of the homeowner. It was agreed to continue research before making a decision.

7. STORM WATER COMPLAINT FOLLOW UP

Planning and Zoning Administrator Susan Hauver summarized a memo generated after several complaints from Michael Staley involving flooding of his farm property. Town staff has concluded the Town is not responsible for most of the runoff and stormwater runoff will be addressed when and if the Staley property is developed.

8. WATERSHED HUNTING REQUEST

Town manager Sean Williams discussed a previous request for using a “slug gun” to hunt at the Walkersville watershed. There was a discussion about the potential of allowing shotgun for hunting at the property. It was agreed to research the matter more before making a decision.

9. CROSSWALK REQUEST

The Town received a request for a pedestrian crosswalk at the corner of Grantham Ct and Edinburgh Way to help with children waiting on school buses. Director of Public Works Joseph Birch contacted the Frederick County School Board and will be meeting with a representative to move the bus stop closer to the Library where an illuminated crosswalk already exists.

10. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

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

1. The Spring Gardens Water Main Replacement project may be completed by mid-November if weather holds. The Town has a message board positioned on site to advise the residents of any issues and progress.
2. The Maple/Maryland Ave project is projected to go out for bid in November of 2022 with work to start in the spring of 2023. A Town meeting with residents was held on October 19th to address questions and concerns about the project.

3. The Advanced Metering Reading (AMR), base station and antenna have been installed at the Crum Tank. The Town is now coordinating with CUSI and LB Water on getting the billing information correct.
4. The Walkersville RR work at Devilbiss Bridge Road has been approved and permission to proceed granted. Notice will be given prior to the work starting. There will be a detour in place with message boards prior to the work starting. They have been advised that they need to contact FCPS and Central Alarm to advise of the work being done.
5. The Pickle ball court was repainted October 12th and new tennis court nets were installed at Community Park.
6. The new DPW front gate has been installed, but still waiting for the electrical work to be completed in next few weeks.
7. New Gateway Signage will be installed at Biggs Ford/Fountain Rock, 194/Fountain Rock Road and 194/Devilbiss Bridge Road in the next few weeks. Once signage is placed, the areas will be mulched and maintained by Town staff.
8. The Discovery Water Tank is offline for 4-6 weeks rehab of the interior.
9. New street name signage for Creek Side, Kenneth Drive and Glade Village is in stock and will be installed as time allows.
10. The Manor House roof installation project has been completed.
11. Memorial Park upgrades are almost completed.
12. 75 Tons of salt was delivered for upcoming snow season. Town vehicles will be prepped for winter operations.
13. Residents on town water off Water Street have completed their well installations and are currently looking for funds to finish installation to houses. Once completed, they will be removed from town water and the water main in Deerfield will be eliminated.
14. A new utility truck has been placed in service.
15. The handicapped pad and signage have been installed at 7 Crum Road.
16. A new Maintenance Technician position has been posted. We are hoping to conduct interviews in next few weeks.
17. The rain garden installations will be getting started at Heritage Park next week.
18. Public Works is working on price quotes for running electricity to Heritage Farm barn.
19. The final day of mowing at the Parks is October 31st.
20. Street sweeping was moved from the beginning of November until December 5th and 6th.

Planning and Zoning Administrator Susan Hauver advised the final stages of Construction of Parkside along Biggs Ford Road is scheduled to be started next week and will be coordinating with Dir. Birch.

Work on the Comprehensive Plan continues. Last night at the Planning Meeting, representatives of Hercules Custom Iron expressed interest in the land next to the Bowling Alley, this could possibly fix issues with the Rail Trail in that location.

Town Manager Sean Williams noted the annual audit report presentation will be rescheduled for December or January.

Manager Williams advised that online bill pay for water customers will be available within the next few weeks.

The HVAC system in Town Hall will be replaced the first week of November. Once started, the building will likely not have any heat until the project is completed in December.

Commissioner Gary Baker had positive comments about the events at Abloom and Louie's Chicken over the past week.

Commissioner Michael Bailey discussed the two ribbon cutting events at Abloom and Louie's Chicken. More ribbon cutting events will be in the future.

Commissioner Bailey thanked Ashley Bailey (no relation) for her work with the EDC.

Commissioner Bailey discussed ARPA applications for non-profits has closed with reviews occurring to four that were submitted. One was approved, two needed some additional information, and one was denied. The submittal that was denied was Blessings in a Backpack, and the denial was based on requirements of the grant. Those funds were provided to the group earlier in this meeting.

Commissioner Mary Ann Brodie-Ennis will be meeting with a park planner in the near future.

The Annual Tree lighting is December 7th at 7 PM. A food truck will be available and cookies will be provided by the Parks Commission.

Commissioner Tom Gilbert had a citizen request the possibility of adding an additional pavilion to Creamery Park.

Burgess Chad Weddle read upcoming event dates

11. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Maggie Hays of 201 Cobble Way discussed concerns with the sidewalk at the corner of Sandstone Drive and Cobble way. Public Works will check on the area and speak with Ms. Hayes.

Ms. Hays also expressed concerns with speeding vehicles on Sandstone Drive, requesting the State Troopers patrol the area more often.

Don Schildt of 1 Glade Road discussed the upcoming Veterans Day ceremony and the upgrades to Memorial Park.

Mr. Schildt noted the Comprehensive Plan is nearing the review stag, expressed concerns for homes being built on the Staley Property, and the need for citizens to be involved in the process.

Mr. Schildt inquired about the completion of the Parkside construction project and the need for completed sidewalks.

Karen Watson of 249 Deer Run Drive questioned Burgess Chad Weddle on comments about Mike McNiesh made earlier in the meeting. Burgess Weddle advised her questions would be answered at the Public Hearing.

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

- Wed., November 2, 7:00 – Parks Meeting
- Tues., November 8, 7:00 – Planning Commission Workshop
- Wed., November 9, 7:00 – Town Meeting
- Mon., November 21, 7:00 – EDC Meeting
- Tues., November 22, 7:00 – Planning Commission Meeting

Note: Yard Waste Pick Up every Thursday through Dec. 8, 2022

Meeting adjourned at 7:22 PM.

Sean Williams, Town Manager