

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
November 29, 2022

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, November 29, 2022, at 5:00 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, Communications Specialist Ashley Bailey, and a total of 14 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 Michael Bailey to approve the Town meeting minutes and Closed meeting minutes of November 9, 2022. The motion passed by a vote of 4-0.

Burgess Chad Weddle summarized the closed meeting minutes of November 9th noting a motion was made and passed to obtain a land use attorney to work with Planning and Zoning Administrator Susan Hauver.

2. SPECIAL ELECTION DISCUSSION

Burgess Chad Weddle explained per Code the dates available to hold a special election since the Commissioners elected to not appoint a Commissioner to the vacant position. Based on the dates and holidays, it was recommended to hold a special election on Monday, February 13th and candidates would need to file by Tuesday January 17th. Election times were also discussed, but would be voted on at a future meeting. The Town Board of Elections would need to meet and confirm the recommended dates. Absentee ballots will be made available for the election. There was additional discussion on a potential mailer being sent to all households regarding the special election.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to hold a special election on February 13th. The motion passed by a vote of 4-0.

Commissioner Gary Baker made a motion, seconded by Commissioner Michael Bailey to require candidates to have their certificates of candidacy filed by the end of business (4:30 p.m.) on January 17th. The motion passed by a vote of 4-0.

3. COUNTY BUDGET DISCUSSION

Commissioner Mary Ann Brodie-Ennis discussed the new Frederick County Executive elect Jessica Fitzwater's plan to meet with the five districts and discuss possible needs. A list of suggestions would be compiled. The need for assistance with senior services was a suggestion.

4. WATER PLANT REPLACEMENT PARTS REQUEST

Town Manager Sean Williams discussed the need to replace several membrane filters at the new water plant and requested spending \$7,260 to purchase a total of twelve membranes. Membranes not immediately replaced will be used within a year.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael Bailey to spend \$7,260 for the purchase of twelve membranes for the water plant. There was no additional discussion. The motion passed by a vote of 4-0.

5. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to pay the bills submitted for the time period. Commissioner Gilbert inquired about the cost of the yearly audit. Town

Manager Williams estimated the cost of the yearly audit at around \$20,000 but would clarify the total amount. The motion passed 4-0.

6. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Commissioner Tom Gilbert confirmed that the Frederick County Mitigation Plan would be discussed at the next Town Meeting.

Commissioner Michael Bailey discussed the most recent EDC meeting advising confirmation of ARPA spending was approved and would be presented to Commissioner at the next Town Meeting.

Commissioner Mary Ann Brodie-Ennis thanked the public for all the donations for the Glade Valley Community Services Toy Drive. Distributions will be held Friday.

Commissioner Gary Baker expressed thanks for the quick work being done for the valve bolt replacement on Maple and Maryland Avenue.

Commissioner Baker also discussed the Walkersville Watershed and the availability for public use. There was a discussion about the Watershed, public use, concerns with walking there during hunting season, limited parking availability, and having the Parks Commission discuss the concerns.

Burgess Weddle read the upcoming announcements.

7. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Janice Smith of 215 Heritage Court was happy to learn the Town was having a special election. There was a discussion regarding how best to advertise for becoming a candidate and voting in the special election. Ms. Smith inquired about the total cost for holding an election. She also asked if there is only one candidate, does the election still need to be held. Ms. Smith was advised the cost for an election will be provided and an election still needs to be held per Code even if there is only one candidate.

Don Schildt of 1 Glade Road inquired about the status of the Biggs Ford Road project. Mr. Schildt was advised the work will likely be delayed until the Spring given the weather conditions.

Mr. Schildt expressed concern over lack of code enforcement regarding abandoned vehicles in yards.

David Delisio of 311 Silver Crest Drive requested the Town discuss waste water fees paid to Frederick County at a future meeting with the new Frederick County Executive.

David Ennis of 118 Challedon Drive requested the Town host a candidates' forum prior to the election day.

Patty Keith of 105 Phoenix Court disliked the idea of wasting money on a special election and expressed concerns with not receiving responses to a previously sent email to the Town.

Ann Moldenhauer of 258 Deer Run Drive inquired about the attorney fees incurred by the Town by dismissing Mike McNiesh from office. Attorney fees for October, November and December were specifically requested. Mrs. Moldenhauer inquired if there is anything in Town Code that prevents spouses from serving as Commissioners at the same time. She was advised there are no restrictions preventing that from occurring.

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

- Tues., December 6, 2022, 7pm Board of Appeals, variance, 207 Zinnia Terrace
- Wed., December 7, 2022, 7pm Christmas Tree lighting, Creamery Park
- Tues., December 13, 2022, 7pm Planning Commission meeting
- Wed., December 14, 2022, 7pm Town Meeting
- Mon., December 26, 2022 **Town Office Closed** - Christmas

- Tues. December 27, 2022 NO Planning Commission meeting
- Wed. December 28, 2022 NO Town Meeting

Meeting adjourned at 5:50 p.m.

Sean Williams, Town Manager