

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
January 11, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, January 11, 2023, 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, Communications Specialist Ashley Bailey, and a total of 11 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 of December 14, 2022. The motion passed by a vote of 4-0.

2. PUBLIC HEARING RESOLUTION 2022-03 ELECTION TIMES

There were no public comments. Burgess Weddle closed the hearing and read the resolution.

Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to adopt Resolution 2022-03 regarding election times. The motion passed by a vote of 3-1 with Commissioner Michael Bailey in opposition.

3. SPECIAL ELECTION UPDATE

Town Manager Sean Williams discussed certifications of candidacy will need to be submitted by Tuesday, January 17th at 4:30 p.m. Candidates will be listed on the Town website. Absentee Ballot applications will need to be completed by Tuesday, February 7th. A candidate forum will be held Friday, February 10th at 7 p.m. Special election letters were sent to homes within the Town.

4. WATER REDUCTION REQUEST – POLARIS DRIVE

Commissioners continued a discussion involving a water reduction request originally started at the December 14 Town Meeting for 164 Polaris Drive. Commissioner Tom Gilbert suggested giving the tenants the standard industrial rate reduction on the first fully paid high bill, provide a credit for that bill and combine that amount with the second bill already discounted using the industrial rate. The combined bill would total \$1,600.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to reduce the overall bill owed to \$1600 and allow up to twelve months to pay without adding interest. The motion passed by a vote of 4-0.

5. PARKS COMMISSION DISCUSSION

David Toohey of the Parks Commission requested the Town consider purchasing 11.8 acres of land located on Biggs Ford Road between the Parkside and Mill Run neighborhoods. Mr. Toohey noted the benefits of allowing Mill Run citizens direct access to Community Park, possible benefits for a future Rail Trail, keeping the area green, and the benefits for the wildlife. The property is listed at \$295,000 with approximately 80% of the property in flood plain. There was a discussion of possible use of POS acquisition funds to secure 75% of the funding needed.

6. EDC GRANT RECOMMENDATIONS REVIEW

Commissioner Michael Bailey discussed the process for how the EDC determined rescue grant funding to several non-profit groups; the Walkersville Volunteer Fire Department (\$38,526.40), the Walkersville Rescue Company (\$20,749) and the Walkersville High School Band Boosters (\$10,000). Burgess Weddle discussed Rescue Funds and possible allocations to the Walkersville Fire Company of \$150,000,

Walkersville Rescue Company of \$125,000, and Walkersville Band Boosters of \$10,000. Additional funds could be provided to religious groups and local businesses.

7. 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 4-0.

8. RESOLUTION 2023-01

Burgess Chad Weddle read Resolution 2023-01 honoring the service of Commissioner Michael Bailey. There was a brief break to celebrate Commissioner Bailey.

9. INTRODUCTION OF RESOLUTION 2023-02

Commissioner Michael Bailey discussed his concerns with C3-7 Meetings of Commissioners of the Town Charter and read Resolution 2023-02. Commissioner Bailey expressed his feelings and the importance of Commissioners needing to be physically present for meetings.

Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to introduce Resolution 2023-02. There was no discussion. The motion passed 4-0.

10. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Weddle read a joint statement written by the Burgess and Commissioners regarding Mike McNiesh's forfeiture of office.

Burgess Weddle thanked Don Schildt for his work with the Veterans committee. Mr. Schildt informed the Burgess and Commissioners in writing that he was stepping down from his position with the committee.

Burgess Weddle read letters submitted to the Town Hall. The first letter requested no prayer at Town Meetings. Burgess Weddle noted the Town follows Supreme court decisions March v Chambers 1983 and Town of Greece v Galloway 2014 which allow legislative prayer. Two letters requested special elections for the vacancy that will be created by Commissioner Bailey. Former employee Sherrie Kline thanked the Burgess and Commissioners. Glade Elementary thanked the Town for the donation provided to Blessings in a Backpack.

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

1. Bids for the Maple and Maryland Avenue project went out on January 6th and will be reposted on January 14th. A pre-bid meeting will be held on January 31st at 10:00am Town Hall. Bids will be due by February 23rd at 2:00pm. Town Staff will review and make recommendations at the March 8th Town Meeting.
2. The Advanced Metering Reading (AMR) is moving closer to completion, but there are still needs for IT coordination between CUSI and LB Water.
3. Work on the railroad crossing at Devilbiss Bridge Road is projected to start mid-April 2023 (School Spring Break).
4. The new DPW gate installation is complete, signage will be added as time allows.
5. The Town Gateway signage is complete.
6. New street name signage for Creek Side, Kenneth Drive and Glade Village is in stock, they will install as weather and time allows.
7. The two Water Street Rd residents on town water are now on private wells, final readings have been taken, and those meters have been removed. The lines will be terminated as time allows. Two non-working fire hydrants will be removed.

8. Spring View Estates has been accepted by the Town; we will be plowing it now. Street lights are controlled by Allegheny Power.
9. Biggs Ford Road work to restart in March 2023.
10. Meter replacement will begin in next few weeks. DPW staff will be going door to door exchanging the older meters to newer meters. Areas we will be working in will be announced on the town website and social media.
11. Signage for the Watershed gates has been ordered, cost is \$260.00.

Planning and Zoning Administrator Susan Hauver reminded everyone of the joint meeting of the Planning Commission and Burgess and Commissioners will occur January 18th to discuss FoodPro's interest in purchasing property that could be annexed by the Town.

Town Manager Sean Williams announced the hiring of Ray Martin IV as a Maintenance Technician and Terrie Sherman as Administrative Assistant both starting February 1st.

Manager Williams advised the Town is now starting to utilize the text notification feature of the Walkersville Wire.

Thanks to Michael Hillman of the Woodsboro Walkersville News Journal for donating old maps of Walkersville that were framed and placed in the meeting room.

Commissioner Michael Bailey discussed changes to his timeframe for leaving and informed everyone that he would officially resign his position as Commissioner effective tomorrow. He thanked the voters, Burgess and Commissioners, staff, members of the public, and his wife for all the support.

Commissioner Tom Gilbert thanked Don Schildt for his work on the Veterans Committee.

Commissioner Gilbert reminded everyone that Christmas Tree disposal will occur tomorrow and next week (January 19th).

Commissioner Mary Ann Brodie-Ennis will be meeting with a forester specialist regarding Trout Park and possible future plantings at Heritage Farm Park.

Commissioner Brodie-Ennis thanked Town Staff for completing the gateway signage project.

Commissioner Brodie-Ennis expressed interest in adding a possible second entrance to Heritage Farm Park.

Commissioner Gary Baker discussed Town Staff painting curbs, expressed concerns with paint debris ending up in storm drains, requesting the process be improved for future use.

Burgess Weddle read through all announcements.

11. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Mitch Brannen of 56 Maple Avenue thanked Michael Bailey for his work. Mr. Brannen asked that Resolution 2023-02 be tabled until a full board is present. Mr. Brannen also discussed C6-3 Filling of Vacancies and expressed concerns with a potential appointment.

Ron Layman of 24 W. Frederick Street discussed upcoming Scout events at the Watershed. Mr. Layman discussed additional parking at the Manor House approved by the Parks Commission. The Burgess and Commissioners agreed to allow Public Works to complete the work with funds from the Parks budget.

Ann Moldenhauer of 258 Deer Run Drive thanks Michael Bailey. She inquired when a decision would be made to fill Commissioner Bailey's position. Burgess Weddle advised the decision will be made 30 days starting Friday.

Lamar Estridge of 106 Port Circle thanked Commissioner Bailey for his work. Mr. Estridge also expressed an interest in the Town purchasing the property near the Mill Run Community.

Chad Weddle of 69 W. Frederick Street expressed his frustrations over recent events and expressed his desire for a positive year.

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

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| • Mon., January 16, 2023 | Town Office Closed – MLK Day |
| • Wed., January 18, 2023, 7pm | Joint B&C and Planning Workshop |
| • Mon., January 23, 2023, 7pm | EDC Meeting |
| • Tues., January 24, 2023, 7pm | Planning Meeting |
| • Wed., January 25, 2023, 7pm | Town Meeting |
| • Wed., February 1, 2023, 7pm | Parks Meeting |

Meeting adjourned at 8:32 p.m.

Sean Williams, Town Manager