

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
October 25, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, October 25, 2023, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Gary Baker, Mike McNiesh, and Betsey Whitmore Brannen, Town Manager Sean Williams, Planning and Zoning Administrator Susan Hauver, Director of Public Works Joe Birch, Communications Specialist Ashley Bailey, and a total of 9 citizens. Commissioner Tom Gilbert was absent. The meeting was streamed on the Town's website.

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

1. MINUTES

*Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to approve the Town meeting minutes of October 11, 2023. The motion passed by a vote of 4-0.*

2. FY2023 AUDIT REVIEW – SEK, CPAs & ADVISORS, ERIN CLARK

Erin Clark discussed highlights from the FY2023 Audit and a compliance audit required for spent funding over \$750,000 via the American Rescue Funds. She additionally answered questions generated during conversation. Copies of the Audit were provided and are available on the Town website. The compliance audit will be made available once complete.

3. MAPLE AVENUE INLET REBUILDING FUNDING REQUEST

Director Joe Birch provided an update of the Maple and Maryland Avenue project, noting that all base coat has been completed except for the area of the storm inlets. Top coat asphalt cannot be completed until the storm inlets have been repaired and that work will take eight to ten days to complete. Once the inlets are repaired, top coat and striping can be completed, hopefully by mid-November. Maple Ave is still one way from Pennsylvania Ave to Frederick Street with no parking on the street in the area they are working in.

Director Birch discussed an estimate obtained from Wastler & Sons, Inc. to repair the two storm drain inlets on Maple Avenue at a total cost of \$36,593.

*Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to award the reconstruction of the inlets at Maryland and Maple Avenue to Wastler & Sons, Inc in the amount of \$36,593. The motion passed 4-0.*

4. GREEN STREET REPAIR DISCUSSION

Burgess Chad Weddle briefly summarized the previous discussion regarding the needed fixes on Green Street and seven different options for addressing the issue. There was continued discussion involving staff recommendation of relining of the pipe under Green Street and repairing the road, results of the 2020 storm water study, and the process of lining the pipe.

*Commissioner Mike McNiesh made a motion, seconded by Commissioner Gary Baker to put the Green Street pipe repair project out to bid using Concept #3 involving relining the pipe. The motion passed 3-1 with Commissioner Betsey Whitmore Brannen in opposition.*

## 5. SIDEWALK ORDINANCE DISCUSSION

Commissioner Mike McNiesh requested delaying the conversation based on information obtained that would require additional research and wanting to include Commissioner Gilbert. There was continued discussion involving liability, added burden to staff with a cost sharing plan, damage to sidewalk not caused by a new homeowner, future budgets including sidewalk line items, concerns with tiles looking piecemeal, replacing trip hazards and ADA ramps first, and the need for a sidewalk repair contract to be awarded. It was agreed to continue the conversation at the next meeting.

## 6. ACCOUNTS PAYABLE

*Commissioner Mary Ann Brodie-Ennis a motion, seconded by Commissioner Betsey Whitmore Brannen to pay the bills submitted for the time period. There was no discussion. The motion passed 4-0.*

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

Burgess Chad Weddle read the announcements.

Communications Specialist Ashley Bailey announced that water bills will be mailed out next week and will be due December 1<sup>st</sup>.

Betsey Whitmore Brannen expressed concerns about the parking on Maple Avenue where work is still being completed. Director Birch discussed attempts to resolve the ongoing issue.

Commissioner Brannen inquired concerns with using road salt on the new road and the damage it will cause. Director Birch advised the Town can pretreat with brine, but salt is the thing the Town uses to treat the roads.

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

1. East Field Place in Deerfield has been overlaid and patch work throughout Deerfield has been completed.
2. The Community Park mill and overlay will begin tomorrow and last approximately three to five days. The park will be closed to vehicular traffic during the project and the park gate will be locked.
3. Street Sweeping is scheduled for November 20-23<sup>rd</sup> of November.
4. Park closing hours will change to winter hours on November 15<sup>th</sup> opening at 7:00 AM closing at 5:00 PM. The inner gates at Heritage will be closed to allow access to the Whitmore Zimmerman Building after 5 PM.
5. Park Mowing contractor will be done mowing for year on October 31<sup>st</sup>. He will restart March 15<sup>th</sup>.
6. The Walkersville Railroad will start work at the Glade Blvd Railroad crossing with a tentative start date of May 2024. The work will include addressing sidewalk, ADA and drainage issues.

Planning and Zoning Administrator Susan Hauver discussed the Planning Commission meeting the previous night. The Commission approved a new clothing graphics company to go in at 25B Maple Avenue, discussed a possible barbershop at 11 W. Crum Road, and finished discussing

public comments on the Comprehensive draft Plan. Revisions to the draft will be completed shortly.

Town Manager Sean Williams announced the Town's water plant was featured in MML's publication "The Local".

The Town completed paperwork to officially obtain the 2.06 acre parcel of property from Parkside Community. The parcel abuts Community Park near the tennis courts.

Town is conducting another round of interviews for a water operator/maintenance technician.

The Town has placed out to bid an engineering design study for the water main replacement in Discovery.

Commissioner Mike McNiesh expressed concerns with the contractor's lack of common sense while installing the patches in Deerfield.

Commissioner McNiesh had a resident request filters for the Walkersville Wire after receiving too many alerts for Maple Avenue.

Commissioner McNiesh encouraged citizens to review the Town's financial statement pointing out concerns with the taxes.

Commissioner Gary Baker asked to confirm the date of bulk trash. Bulk trash will occur on November 4<sup>th</sup>.

Commissioner Brodie-Ennis discussed a follow up luncheon after the Veterans program to be held at Walkersville Methodist Church.

## 8. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Woodsboro Burgess Heath Barnes introduced himself and announced he is running for State Congress.

MSP Trooper Gregory Nolf introduced himself and discussed traffic increased patrols throughout Town for added visibility.

Commissioner Gary Baker reminded everyone that the Town does not sponsor Halloween and HOAs can decide to have it on Tuesday night or a different night.

### ANNOUNCEMENTS:

- Wed., Nov 1 – Parks Meeting 7pm
- Wed., Nov 8 – Town Meeting 7pm
- Fri., Nov 10 – Town Office Closed – Veteran's Day
- Sun., Nov 12 – Veteran's Day Ceremony – Memorial Park 1pm
- Tues., Nov 14 – Planning Commission Workshop 7pm
- Thurs/Fri., Nov 23-24 – Town Office Closed – Thanksgiving

Meeting adjourned at 8:11 p.m.

Sean Williams, Town Manager