

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
February 14, 2024

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, February 14, 2024, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, and Betsey Whitmore Brannen, Town Manager Sean Williams, Planning and Zoning Administrator Susan Hauver, Director of Public Works Joe Birch, Communications Specialist Ashley Bailey, MSP Trooper Reeve, and a total of 5 citizens. Commissioners Mike McNiesh and Gary Baker were 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 Brodie-Ennis made a motion, seconded by Commissioner Whitmore Brannen to approve the minutes. Commissioner Gilbert was allowed to vote per Roberts Rules, as he read and agreed that minutes were appropriate. The motion passed by a vote of 3-0.

2. SUMMER SOLSTICE

Alex Young with Frederick Steeplechasers in attendance, asking permission for road closures for the annual Summer Solstice Race, Saturday June 15, from 7:30-10pm. He provided a packet with a traffic control plan. Burgess Weddle asked for board's approval, as this is the 7th year doing this event in Walkersville. Commissioner Brodie Ennis asked about the Transit Bus. Mr. Young has a contact at Transit that they work with, and provide information to for the event. Burgess Weddle advised that Mr. Young could submit the plan in the future without attending the meeting.

Commissioner Brodie-Ennis made a motion, seconded by Commissioner Gilbert to authorize the 2024 Summer Solstice traffic control plan as submitted, including closing streets in Town, pursuant to the Code. There was no discussion. The motion passed by a vote of 3-0.

3. REDUCTION OF LETTER OF CREDIT: SPRING VIEW ESTATES FRO

Town Planner Hauver reviewed that Town continues to hold the Letter of Credit for forestation at Spring View Estates for the required period. The County has recommended release of \$14,636.64, and the Town Staff concurs with their recommendation.

Commissioner Gilbert made a motion, seconded by Commissioner Brodie-Ennis to release \$14,636.64 to reduce the letter of credit, leaving a balance of \$29,273.29. There was no discussion. The motion passed by a vote 3-0.

4. INTRODUCE RESOLUTION 2024-01

Commissioner Whitmore Brannen introduced Resolution 2024-01 to change the Town Charter, specifically moving to staggered terms, with each Commissioner serving 4-year terms until successor is qualified, and takes office. The Burgess will also move to a 4-year term. Elections will be moved to the second Monday of September, every 2 years, rather than 3. This will also return election poll times to 7am-8pm, rather than 11am-7pm.

Commissioner Whitmore Brannen made a motion, seconded by Commissioner Brodie-Ennis to introduce Resolution 2024-01 changing the Town Charter regarding years of terms and election poll hours. There was no discussion. The motion passed by a vote 3-0. There will be a Public Hearing in the near future.

5. INTRODUCE RESOLUTION 2024-02

Commissioner Whitmore Brannen introduced Resolution 2024-02 specific to 2024 election cycle, in that the elected Burgess will hold a term of 4 years, with term ending in election year 2028. The two Commissioners with the highest number of votes will also serve four (4) years, with term ending in 2028. The three (3) Commissioners with the lowest number of votes will serve two (2) years, with an election held in 2026, at which point these positions will then be eligible to serve four years.

Commissioner Whitmore Brannen made a motion, seconded by Commissioner Brodie-Ennis to introduce Resolution 2024-02 dealing with C7-9 - Elections. Discussed adding last sentence to state sunset date of December 31, 2024. The motion passed by a vote 3-0. There will be a Public Hearing in the near future.

7. ACCOUNTS PAYABLE

Commissioner Gilbert made a motion, seconded by Commissioner Whitmore Brannen to pay the bills as submitted for the time period. The motion passed 3-0. Commissioner Gilbert inquired about line-item for Woodsboro Pike LLC. Planner Hauver explained it was the previously approved release of funds for Spring View.

8. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Weddle provided update on appointment of Charter Review Committee. All Commissioners have provided their choices. He would like to have a board of 9-12, including a couple other business people and individuals that he will recommend for consideration. He will also recommend appointments for Parks and Planning Commissions at the next meeting.

Director Birch advised they are still working with Wilson T Ballard to pull together a bid package for Green St.

First round of meter replacements started in Glade Manor I and II. Just over 50 meters were replaced. Should be completed by Friday and then they will then move to Glade Towne.

Micro Sewer Feasibility study kick off meeting was Jan 24. Watek's Ben Mohaved and Commissioner Baker attended. Mr Mohaved asked many questions, and needs to collect data. Director Birch will provide updates as they are available.

Communications Specialist Ashley Bailey and Burgess Weddle confirmed Pop Up event details for EDC.

Burgess Weddle talked about the ribbon cutting at Beauty Studio by Brittany. Commissioner Gilbert also passed along Brittney's gratitude.

Town Planner Hauver advised that she would like to get the public hearing for the Comprehensive Plan scheduled, and will email the board to find a date that everyone will be present.

Town Manager Williams advised that time needed to be set aside for budget discussions and workshop.

Town Manager Williams advised that Corporal Conklin would be at the next meeting to present the 2023 stats for the State Police.

Manager Williams advised Burgess and Commissioners that there would be an upcoming Ethics Code update coming in the next few months. The state reviews and updates ethics chapters and then mandates all municipalities follow suit. The Town's last update was in 2021. There are a few things that will need to be updated but the Town is still in compliance.

Manager Williams informed the board of a resident on Maple Ave with a significant water leak, resulting in a \$10,717.11 bill. Town Staff did do a one-time reduction, bringing the bill to \$8391.33. He asked the board to grant staff permission to allow payment of this bill over 18 months, interest free.

Commissioner Brodie-Ennis made a motion, seconded by Commissioner Gilbert, to allow 18-month payment in the amount of \$8391.33, without interest. The motion passed by a vote 3-0.

Commissioner Gilbert advised that a date has been set for the Senior Tax Credit Seminar on Tuesday March 5, at 10 am in the Town Hall Meeting Room.

Commissioner Gilbert was glad that Cpl Conklin will be at the next meeting with stats, especially with budget discussions coming up.

Commissioner Gilbert thanked the EDC on behalf of Brittney Shutta for their involvement in her open house.

Commissioner Gilbert also wanted to note the passing of Town former resident Dorothy (Dot) Fogle, age 102.

Burgess Weddle welcomed Trooper Reeve.

Commissioner Brodie-Ennis advised that the Parks Commission will be hosting an astronomy night with the Tri-State Astronomers on March 15 from 7:30-9:30, at Heritage Farm Park. Rain date will be March 16. Citizens are encouraged to bring a flashlight, a chair, and dress for the weather.

No Public Comment

ANNOUNCEMENTS:

Tues., March 5 – Senior Tax Credit Seminar 10am – Town Hall Meeting Room

Wed., March 6 – Parks Meeting 7pm

Tues., March 12 – Planning Meeting 7pm

Wed., March 13 – Town Meeting 7pm

Mon., March 25 – EDC Meeting 7pm

Tues., March 26 – Planning Meeting 7pm

Wed., March 27 – Town Meeting 7pm

Fri., March 29 – Town Office Closed – Good Friday

Meeting adjourned at 7:24 p.m.

Ashley Bailey, Communications Specialist