

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
March 8, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, March 8, 2023, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, Gary Baker, and Mike McNiesh, Planning and Zoning Administrator Susan Hauver, Town Manager Sean Williams, Director of Public Works Joe Birch, Communications Specialist Ashley Bailey, and a total of 10 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 the Closed meeting minutes of February 22, 2023. There was discussion and agreement to allow a Commissioner to vote while presiding over future meetings. The motion passed by a vote of 4-0.*

Burgess Chad Weddle provided a summary of the closed meeting minutes, no motions were made during the meeting.

2. 2023 SUMMER SOLSTICE – ALEX YOUNG

Alex Young, President for Blessings in a Backpack and Ops Director for the Summer Solstice race discussed the request to close sections of Frederick Street, Glade Road, the Heritage Park loop and Devilbiss Bridge Road on June 17<sup>th</sup> this summer. More traffic control officers will be present for the race. The race should start at 7:30 PM and last until 8:45 PM. The goal will be to limit local road impact. The electronic Town message boards will be used to notify citizens of the event.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael McNiesh to host the Frederick Summer Solstice on June 17<sup>th</sup> and allow requested road closures. The motion passed by a vote of 4-0.*

3. AWARD MAPLE & MARYLAND AVE ROAD, CURB, SIDEWALK PROJECT

Director of Public Works Joe Birch discussed the pre-Bid meeting held on January 31st, that four companies requested bid packages, and that only one bid was received for the project. Wastler and Sons provided a bid with the project cost of \$1,144,396.60.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to award the Maple and Maryland Avenue reconstruction project to Wastler and Sons Inc. in the amount of \$1,144,396.60. Commissioner Brodie-Ennis inquired about an item on the inventory list and Commissioner Mike McNiesh expressed concerns over setting precedence with the Town paying for sidewalk replacement. The motion passed by a vote of 4-0.*

4. REQUEST TO OBTAIN BIDS FOR WATER TANK MAINTENANCE/CLEANING

Director of Public Works Joe Birch requested the ability to place the Town's water tank maintenance and cleaning contract out to bid. The current contract needs to be cancelled within 90 days of renewal.

*Commissioner Gary Baker made a motion, seconded by Commissioner Tom Gilbert to allow the Town to seek bids for the water tank maintenance and cleaning contract and for the Town*

*Manager notify the current company of the change. There was no discussion. The motion passed by a vote of 4-0.*

5. PARKS BUDGET

Town Manager Sean Williams discussed several projects in the Town Parks that may lead the Parks Budget to be overbudget and could require transfer of funds. Commissioner Mary Ann Brodie-Ennis discussed concerns with some playground equipment at Heritage Farm Park that needs replacement. There was agreement to obtain estimates for new playground equipment to be purchased without the use of POS funds. Some play equipment at Community Park will be replaced with upcoming POS funds.

6. WHS PTSA SAFE AND SOUND DONATION REQUEST

Burgess Weddle advised there was a request to place this topic on a future Town agenda.

7. HVAC RENOVATION UPDATE

Burgess Weddle advised work still needs to be completed on the HVAC system on the second floor of Town Hall that will prevent the Dance group from using the space. There are also security concerns since work still needs to be completed prior to the building be used by outside groups during non-working hours.

8. WALKERSVILLE SENIOR CITIZEN GROUP RETURN APRIL

Burgess Weddle discussed the Senior Citizens Group would begin meeting in late April using the second floor of Town Hall. Estimates for three different lunch options were provided by Trout's Market. The Seniors would pay approximately \$5 per meal, requiring the Town to subsidize the difference in cost.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to allow the Town to subsidize the Senior Citizen Group meals at a cost of \$4 to \$9 per person beginning in April. There was no discussion. The motion passed by a vote of 4-0.*

9. ACCOUNTS PAYABLE

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Gary Baker to pay the bills submitted for the time period. There was a discussion regarding the funds donated to the Walkersville Volunteer Fire Company, Walkersville Rescue Company, and Walkersville High School Band Boosters. The motion passed 4-0.*

10. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Communications Specialist Ashley Bailey discussed the Town starting to use Channel 99.

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

1. The restoration project for Maple and Maryland Avenue is scheduled to take approximately 150 days. Electronic message boards will be used to provide updates to citizens along with plenty of information sent by media blast.
2. The Advanced Metering Reading (AMR) is proceeding. A meter test was run and read 1576 radios. They are now working on pulling all data correctly and incorporating it into CUSI for billing.

3. Work on Biggs Ford Road started on March 7th. A media post was released. There will be a flagging operation daily and no anticipated road closures. The project will take four to five weeks to complete.
4. The Devilbiss Bridge Road work is set to start March 20th. This is not a Town project.
5. Water Shut offs for nonpayment are on the 29<sup>th</sup> of March. Meter reading for next billing cycle to start on March 30<sup>th</sup>.
6. Water meter replacement is still ongoing. A new area will start after billing goes out.
7. Creamery Park playground installation is to start March 15<sup>th</sup>. Installation is expected to take approximately four weeks and the park will be closed during construction. Sidewalk and Basketball Courts projects will start at some point during installation.
8. The new walk path in Community Park will start in April or May depending on weather.
9. Dir. Brich requested authorization to put the old Vactron and Truck#2 for sale.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Mike McNiesh to allow Town Staff to place the Vactron machine and Truck #2 out for sale as they are no longer needed pursuant to the Town Charter. There was no discussion. The motion passed by a vote of 4-0.*

10. Dir. Birch discussed a complaint received about a non-compliant ADA ramp located at Fulton and Pennsylvania Avenue. There was a discussion about non-compliant ADA ramps throughout Town, other locations that may need ramps fixed, and the results of the recent street, sidewalk study conducted by the Town. It was agreed to obtain pricing for fixing the ADA ramps at Fulton and Pennsylvania Ave and continue the discussion at a future meeting.

Planning and Zoning Administrator Susan Hauver advised Town Staff is meeting with council to discuss FoodPro's potential annexation request.

Town Manager Sean Williams reported updating the online Code may be completed within the next three months.

The Town received a complaint regarding trash along MD 194. State Highway was notified of the concern and have since cleaned the area.

Manager Williams expressed the desire to purchase a new security camera to be installed at Creamery Park that will focus on the new playground equipment. While the ground is already disturbed, a new conduit line will be installed.

Burgess Chad Weddle read a letter being sent to Maryland State Police to request a sixth Town Trooper.

Burgess Weddle read a thank you letter from the Walkersville Volunteer Fire Company and all Town announcements.

Commissioner Gary Baker wanted to remember the truck driver that was killed and everyone that responded to the recent accident on MD 15.

Commissioner Mary Ann Brodie-Ennis thanked all the first responders that assisted at the accident on MD 15.

Commissioner Tom Gilbert discussed the upcoming senior tax credit seminar. An informational article will be made available in the near future.

#### 11. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Kathy Sixx of the Walkersville Veterans Committee thanked the Town for supporting the activities of the Committee.

1. May 6<sup>th</sup> – Aria Memorial, lunch event at Heritage Park. Possible need for use of Manor House or Whitmore Zimmerman Building. A possible flyover may occur.
2. Veterans Picnic will occur in late August
3. Veterans Bus trip to the Flight 93 Memorial in Shanksville PA, September 13<sup>th</sup>
4. Veterans Day – Memorial Park, November 12<sup>th</sup>
5. Wreathes Across America

Kelly Aiken of New Market has two disabled children who use power wheel chairs and attend Frederick East Classical at St. Paul's Lutheran Church. She discussed the traffic concerns and the desire for ADA replacements at Fulton and Pennsylvania Avenue.

Ron Layman of 24 W. Frederick Street discussed Scout activities taking place at the Walkersville Watershed along with an Eagle project taking place at the Manor House.

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

- Tues., March 14 – Senior Tax Credit Seminar 10am Walkersville Public Library
- Tues., March 14 – Planning Workshop 7pm
- Mon., March 20 – EDC Meeting 7pm
- Wed., March 22 – Town Meeting 7pm
- Tues., March 28 – Planning Meeting 7pm
- Wed., April 5 – Parks Meeting 7pm
- Fri., April 7 – Town Office Closed – Good Friday
- Tues., April 11 – Planning Workshop 7pm
- Wed., April 12 – Town Meeting 7pm

Meeting adjourned at 8:03 p.m.

Sean Williams, Town Manager