

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
March 22, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, March 22, 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 15 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 March 8, 2023. The motion passed by a vote of 4-0.

2. EDC COMMISSION APPOINTMENT – KELLY RENEHAN

Burgess Chad Weddle expressed his interest in appointing Kelly Renehan to the Economic Development Commission.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert appoint Kelly Renehan to the Economic Development Commission. The motion passed by a vote of 4-0.

Burgess Weddle administered the Oath of Office to newly appointed EDC member Kelly Renehan.

3. BUDGET WORKSHOP DATE DISCUSSION

Burgess Chad Weddle discussed the possibility of starting the meeting on April 26th as a regular Town Meeting, then shifting to a budget workshop. This would allow the introduction of the budget May 10th and potential adoption May 24th. There was agreement for this plan.

4. WATER TAP AGREEMENT – WALKERSVILLE SOUTHERN RAILROAD – MILL ST.

Planning and Zoning Administrator Susan Hauver discussed the Walkersville Southern Railroad's desire to obtain a water tap for the Railroad Museum on Mill Street. Previous discounts for water taps have been given for non-profits, but there was discussion if the cost should be half the connection size or half the tap fee for the designed connection. The water line was originally believed to be 6", but Paul Kovalcik of the railroad noted they are only requesting a 4" line. There was discussion regarding the total amount to charge and the time granted to pay the fee.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to give Walkersville Southern Railroad a water tap at 50% of the water fee totaling \$10,150 and provide them nine months to pay that fee. The motion passed by a vote of 4-0.

5. ADA RAMP DISCUSSION

Director of Public Works Joe Birch discussed the two estimates provided to install ADA ramps at Fulton Avenue and Pennsylvania Avenue. The North side's ADA is estimated at \$3487.60, while the South side's ADA is estimated at \$4,208.40.

Commissioner Mike McNiesh made a motion, seconded by Commissioner Gary Baker to provide the two ADA ramps at the cost provided (total \$7,696.00). Commissioner Baker asked if the new

ADA ramps will integrate with future sidewalk improvements. Director Birch confirmed they would. The motion passed by a vote of 4-0.

6. POS LAND ACQUISITION

Commissioner Mary Ann Brodie-Ennis and Town Manager Sean Williams discussed the possibility of purchasing land on Pennsylvania Avenue using Project Open Space (POS) grant funds. There was discussion over citizen interest in keeping the property open, possible future MS4 work on the property, and a potential location for a future bike trail. Manager Williams requested the ability to seek required appraisals at Town cost for the future opportunity. Additional questions regarding the need for potential zoning changes, possible partial payments utilizing POS and Town funds, and the cost of the property were raised and discussed. There was agreement to move forward on obtaining two appraisals for the property.

7. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mike McNiesh to pay the bills submitted for the time period. The motion passed 4-0.

8. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Chad Weddle discussed his intention to donate \$750 to Walkersville Safe and Sound.

Burgess Weddle read a thank you letter from the Walkersville Volunteer Fire Company.

Patricia Rowley will not be seeking reappointment to the Parks Commission. She was thanked for her service and Burgess Weddle announced an advertisement will be placed to seek interested individuals to fill the position.

David Bussard was recognized for 30 years of service with the Town.

Frederick County will be celebrating it's 275 Anniversary with a kickoff at Utica Park on June 10th.

A letter from Frederick County Council Member Mason Cater to the Maryland Department of Transportation State Highway Administration was distributed to the Commissioners. He requested the intersection of Crum Road and MD 194 be reviewed for an additional traffic control measure to ensure safety.

Burgess Weddle will be meeting with MSP regarding adding a potential 6th Trooper to the Town's Resident Trooper program.

Burgess Weddle read a statement regarding the request from FoodPro to alter the Town's current land designation on the upcoming Comprehensive Plan. The statement will be shared via Facebook and the Wire tomorrow.

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. Town staff will hold a meeting with the contractor on establishing a schedule for the work to start.
2. Advanced Metering Reading (AMR), IT coordination ongoing between CUSI and LB Water. "We're getting close."

3. The Biggs Ford Road project started on March 7th. Curb was poured on Monday; Roadway Asphalt work will be starting soon. The project will take at least a month to complete.
4. The work at Devilbiss Bridge Road RR work started 20th March. Hopefully the project will be completed by Friday.
5. Door notices for nonpayment of water bills were delivered today. Water Shut offs for nonpayment are on the March 29th. Meter reading for next billing cycle to start on the March 30th.
6. Meter replacement still ongoing, we will start in another area after billing is complete.
7. The Creamery Park playground installation started on March 15th. Installation will take at least four weeks and the park will be closed during construction. New sidewalk and Basketball Courts work will start at some point during installation.
8. A new walking path in Community Park is scheduled to start April-May depending on weather.
9. Water Street Rd water service has been abandoned.
10. Concrete work at Memorial Park to start in the near future.
11. Parks are now being closed at 9:00pm, plan accordingly. Parks mowing will begin April 1st.
12. Spring Cleanup 17-23 April 2023, check out town web site for details.

Planning and Zoning Administrator Susan Hauver discussed the upcoming Planning meeting to include plans for Calvary Assembly. There will also be plans for McDonalds altering their drive through lanes of traffic. Commissioner Mike McNiesh inquired if the Calvary Assembly Plans included an exit onto Stauffer Road. There was a discussion regarding limitations on restrictions the Town can enforce, discussions with Calvary Assembly regarding the desires of the Town.

A salon may be located at the former Brainstorm Comics building

The Planning Commission will also be discussing rules of procedure requiring sworn testimony and rules regarding attendance.

The Comprehensive plan is almost complete, may be presented to the Planning Commission prior to April 25th. FoodPro will also be discussed on April 25th meeting.

Burgess Weddle discussed the need for a possible rule requiring approval for public events expecting more than 500 individuals.

Town Manager Sean Williams advised there will be advertising for a Parks Commission seat in the near future.

The Town will be meeting with HOA members/property managers of Colony Village, Glade Towne and Deer Field regarding potential MS4 projects to be completed on those properties.

The current water tank maintenance contract was cancelled and the Town is accepting bids until March 30th for a new contract.

Manager Williams mentioned the previous request for speed bumps/humps on Glade Boulevard. There was a discussion regarding installing a speed signal sign

Commissioner Mike McNiesh mentioned concerns from a citizen that the porta potty at Heritage Park near the T-ball Field was removed. Staff advised it will be replaced.

Commissioner McNiesh congratulated Kelly Renehan for being appointed to the EDC, but expressed concerns with the process of Commission appointments.

Commissioner Gary Baker mentioned the Walkersville Methodist Church in conjunction with Glade Church will be holding a turkey, ham, and oyster dinner this weekend.

Commissioner Mary Ann Brodie-Ennis had a meeting with Town Staff and a local business regarding memorial trees. A new form will soon follow.

Commissioner Brodie-Ennis discussed a tree planting that will be delayed until the end of March.

Commissioner Tom Gilbert discussed the senior tax credit seminar held at the Walkersville Library. 18-20 citizens attended. An informational article will be made available in the near future.

Commissioner Gilbert expressed interest in having the Town officially recognize Juneteenth as a holiday.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Gary Baker to formally adopt Juneteenth as a holiday. The motion passed by a vote of 4-0.

Commissioner Gilbert discussed concerns with potential changes to traffic alterations at MD 194 and Crum Road, noting it could lead to additional traffic on Frederick Street. There was a discussion regarding traffic concerns, speeding, and alternative routes through Town.

9. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Mitch Brannen of 56 Maple Avenue expressed concerns with motions made during commissioner comments, suggesting such motions should occur formally and placed on agendas prior to voting for easier tracking.

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

- Mon., March 27 – EDC 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
- Sat., April 15 – Meet the Candidates 7pm
- Mon., April 17 – EDC Meeting 7pm
- Tues., April 18 – Special Election 11am-7pm
- Tues., April 25 – Planning Meeting 7pm
- Wed., April 26 – Town Meeting 7pm

Meeting adjourned at 8:07 p.m.

Sean Williams, Town Manager