

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
April 12, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, April 12, 2023, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, 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 6 citizens. The meeting was streamed on the Town's website. Commissioner Tom Gilbert was absent.

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

1. MINUTES

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker to approve the Town meeting minutes of March 22, 2023. The motion passed by a vote of 3-0.*

2. CHILD ABUSE PREVENTION MONTH – ARIELLE BENDER

Kristen Dun, Arielle Bender, Jodie Deveney, Janet Whitcome, and Heiress the facility dog were introduced and they (minus Heiress) discussed The Child Advocacy Center in Frederick, the services the group provides, and Child Abuse Prevention Month information.

*Burgess Chad Weddle read Proclamation 2023-05 proclaiming April 2023 as Child Abuse Prevention Month.*

3. AWARD WATER TANK MAINTENANCE CONTRACT

Director of Public Works discussed the water tank Maintenance bids, Southern Corrosion \$52,960 and Utility Services Company \$44,401. Utility Services is the company the Town has been using and the contract was recently cancelled that would have cost the Town approximately \$60,000. Town staff recommended awarding the contract bid to Southern Corrosion.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Mike McNiesh to award the water tank maintenance contract to Southern Corrosion for \$52,960. The motion passed by a vote of 3-0.*

4. KENNETH DRIVE SPEED ISSUES

Burgess Chad Weddle discussed the temporary speed bump added to the entrance to Community Park and suggested potentially adding stop signs in the middle of Kenneth Drive instead of adding an additional speed bump. There was discussion with citizen Patrick Isenock of 11 Kenneth Drive regarding the potential addition of the stop signs along with a pedestrian entrance to the park.

5. ACCOUNTS PAYABLE

*Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to pay the bills submitted for the time period. The motion passed 3-0.*

6. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Chad Weddle discussed the next Town Meeting on April 26<sup>th</sup> to include a budget workshop.

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

1. Director Birch read a memo from Water Superintendent Matt Orndorff requesting the purchase of special plates to reduce scaling in membranes. The total cost requested is \$8,140 to be used from Recue Funds.

*Commissioner Mike McNiesh made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to spend \$8140 in Rescue Funds for water plant parts. There was discussion regarding parts warranty and potentially placing the request for funds on the next agenda. The need for the parts is considered a priority. The motion passed by a vote of 3-0.*

2. The road and sidewalk project for Maple and Maryland Ave is scheduled to start May 1, 2023. Notices will go out tomorrow.
3. Work on the Advanced Metering Reading (AMR) is ongoing.
4. The Biggs Ford Road project is continuing, curb and roadway base asphalt is down. Work has started on the sidewalk and top coat asphalt is scheduled for April 17th.
5. A total of twenty-four water services were turned off for non-payment. Meter reading for next billing cycle has been completed.
6. Meter replacement is still ongoing. A new area will be started in once bills are sent out.
7. The Creamery Park playground installation of equipment is complete. Town is waiting on the poured in place material to be installed. The walkway and basketball court work started this week.
8. The new walking path in Community Park has been started.
9. Concrete work at Memorial Park has been completed. Staff added a section of sidewalk.
10. Town wide Spring Cleanup is scheduled for April 17-23rd 2023. Please check the Town website for details.

Planning and Zoning Administrator Susan Hauver discussed the upcoming Planning Meeting on April 25<sup>th</sup> to discuss FoodPro's request to designate the property as limited industrial on the Town's Comprehensive Plan.

Ray Santullo of the Planning Commission is resigning his position as of June. An advertisement will be placed for the vacancy.

Commissioner Gary Baker discussed reaching out to Andrew Toms and potentially meeting with Calvary Church regarding a potential right of way to reduce the traffic on MD 194.

Town Manager Sean Williams reminded anyone interested in serving on the Parks or Planning Commission should check the Town website for how to apply. Please include a resume.

The Town is currently looking to hire a full time Billing Clerk.

The HVAC system in Town Hall is still being worked on. The second floor may be completed soon, but the Meeting Room will likely require portable AC units throughout the Summer.

The Maryland Municipal League will visit the Town on Thursday, April 27<sup>th</sup>.

Commissioner Mike McNiesh inquired about the possibility of some type of micro waste station in the hopes reducing costs to Frederick County. There was a brief discussion regarding the current contract with Frederick County, a possible study using with ARPA funds, and concerns over discharge locations.

Commissioner Gary Baker discussed the MS4 presentation made by the Town yesterday and thanked Public Works for the effort.

Commissioner Baker also discussed the 100<sup>th</sup> Anniversary Celebration of the Walkersville "B" building.

Commissioner Mary Ann Brodie-Ennis thanked the Walkersville Historical Society for their work on the Anniversary Celebration, as well.

Burgess Chad Weddle read the announcements.

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

There were no public comments.

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

- Sat., April 15 – Meet the Candidates 7pm
- Mon., April 17 – EDC Meeting 7pm
- April 17-23 - Clean up Week
- Tues., April 18 – Special Election 11am-7pm
- Tues., April 25 – Planning Meeting 7pm – Food Pro
- Wed., April 26 – Town Meeting 7pm
- Wed., May 3 – Parks Meeting 7pm
- Sat., May 6 – ARIA Memorial Ceremony 10:30am – Heritage Farm Park
- Tues., May 9 – Planning Commission Workshop 7pm
- Wed, May 10 – Town Meeting 7pm

Burgess Chad Weddle requested a closed meeting pursuant to General Provisions Art. § 3-305(b) (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker for a closed meeting. The motion passed 3-0.*

Meeting adjourned at 7:49 p.m.

Sean Williams, Town Manager