

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
June 14, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, June 14, 2023, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, Gary Baker, Mike McNiesh, and Betsey Whitmore Brannen, Town Manager Sean Williams, Director of Public Works Joe Birch, Communications Specialist Ashley Bailey, and a total of 9 citizens. Planning and Zoning Administrator Susan Hauver was absent. 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 with corrections the Town Meeting minutes of May 24,2023. The motion passed by a vote of 5-0.*

2. HANDICAPPED PARKING SPACE REQUEST

Sharon and Robert Smith of 28 Maple Avenue requested a handicapped space to be placed in front of their home. There was discussion of the Smith's driveway, parking concerns with a nearby business, previous handicapped spaces previously issued to Town citizens, and the fact that space would not be a private handicapped parking space.

*Commissioner Mike McNiesh made a motion, seconded by Commissioner Betsey Whitmore Brannen to install a handicapped sign in front of 28 Maple Avenue. The motion passed 5-0. Director Birch noted that the sign would not be installed until after the work on Maple Avenue is complete.*

3. ACCEPTANCE OF HIBISCUS COURT AND ZINNIA TERRACE/LETTER OF CREDIT REDUCTION - PARKSIDE

There was a discussion regarding the memo provided by Planning and Zoning Administrator Susan Hauver to release reduce the funds being held for the Parkside Community.

Amy Meyer of 202 Zinnia Terrace and David Toohey of 113 Hibiscus Court expressed concerns with the status of several topics including the conditions of the road, curb, and sidewalks, along with trash leftover by the contractor, and the walking path leading to Community Park. There was discussion regarding the list of concerns.

Public Works will walk through the community regarding the list of concerns and research will be completed to address those concerns. It was agreed to place the topic on the next agenda, no motions were made.

4. EDC COMMISSIONER LIAISON DISCUSSION

Burgess Chad Weddle discussed the list of HOA's/communities for Commissioners and inquired if anyone was interested in becoming the liaison to the EDC. No one appeared interested and Burgess Weddle advised he would continue to assist the EDC for a short time period.

5. ACCOUNTS PAYABLE

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to pay the bills submitted for the time period. The motion passed 5-0.*

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

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

1. Maple Ave update, contractor is working the North Side of Maple Ave between Green Street and Pennsylvania Ave with the installation of new sidewalk/driveway aprons starting today, with the placement of forms. Just a note to the residents, once they start pouring the driveway aprons/curb & gutter, you will not have access to your driveways until concrete cures, which is 48hrs. There are 4 driveways at the other end of Maple that are having additional work completed due to elevation in reference to the road.
2. The Advanced Metering Reading (AMR) project is still ongoing.
3. Meter replacements will start in another area mid-summer, with notices and door knocking. Residents can still call townhall and make meter exchange appointments, if they do not have a radio read meter.
4. Creamery Park is open. The Town is still waiting on benches for the Basketball Courts, and will install when they arrive.
5. The new walking path in Community Park is 50% completed, and on hold until it dries out.
6. There are some issues with the roadway and storm drain on Green St. Director Birch wants to have the storm drain "TV'ed" and cleaned to determine the status of the pipe. They will then have an idea of what needs to be done for remediation. It is a 54" galvanized storm drain line that was thought to have been put in after Hurricane Agnes came through in the mid 70's, but was told today, it was from another flood. Per Pleasant's Construction, cost for the "TV'ing" and cleaning is \$515.55 per hour, with an estimated 10-12 hours of work, depending on debris in pipe. Requesting approval of \$7,500.00 to move forward, in order to address the issue further.

*Commissioner Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert, to approve up to \$7500.00 to video and clean the storm drain on Green St. Motion passed with a vote 5-0.*

7. Reminder to citizens that there is permanent water ban, and lawns should not be watered between the hours 9am and 6pm. Notices will be sent to HOA's to remind residents before Code Enforcement notices are sent out.

Town Manager Sean Williams discussed a draft ordinance, resolution, and schedule A needed to update the Town Charter and Town Code. All three will need to be formally introduced at the next Town Meeting and several items will need to be approved by the Planning Commission, as well. Public Hearings for all changes will be held in August. Copies of all the changes are available on the Town Website.

Manager Williams discussed a possible meeting or workshop to discuss possible changes to water rates, billing, and extending the special assessment. Burgess Weddle suggested looking in to the matter in September. Commissioner Gary Baker requested a report showing a breakdown of customer water usage.

Burgess Chad Weddle noted that 72.78 tons of bulk trash were picked up the previous week.

Burgess Weddle read thank you letters from the American Legion, Glade Valley Community Services for the donations in honor of Jim Reed, and a thank you from the Reed Family.

Burgess Weddle noted the Walkersville High School Alumni was able to donate 19 scholarships totaling \$21,200.

Commissioner Mike McNiesh met with Councilman Mason Carter regarding Food Pro, the Comprehensive Plan, overdevelopment in the County, and Walkersville school status.

Commissioner McNiesh noted he will be out of Town the next two meetings.

Commissioner Gary Baker noted the turf field has been started at the high school.

Commissioner Baker requested future Town wide events publicized on social media should include a map or list of communities to ensure that citizens know if they are considered a resident of the town or not.

Commissioner Baker discussed the 175th Anniversary of Frederick County.

Commissioner Mary Ann Brodie-Ennis discussed the POS funding obtained at a recent MML meeting. The Town received \$120,000 towards a playground at Heritage Park, and \$227,123.50 towards acquiring property on Pennsylvania Avenue.

Commissioner Brodie-Ennis discussed footgolf to be installed at Heritage Farm Park in the near future.

Commissioner Brodie-Ennis discussed the opening of Creamery Park.

Commissioner Brodie-Ennis discussed attempting to obtain additional park funding through a new State grant.

Commissioner Betsey Whitmore Brannen thanked Town Staff for having a porta potty moved from the original location on Maple Avenue.

Commissioner Brannen noted that a resident on Maple Avenue inquired about the seismic testing equipment and the potential of having it moved in front of their home. Residents will be referred to Town Staff.

Burgess Weddle read all announcements.

## 7. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

David Delisio of 311 Silver Crest Drive handed out a copy of an article and discussed a recent ordinance passed by the Town of Brunswick to combat vacant buildings.

David Toohey of 113 Hibiscus Court inquired about the walking path at Parkside and how it was installed through an easement and storm swale. Public Works will research the original plans.

Mr. Toohey also inquired about the possibility of lighting the Welcome to Walkersville sign on Rock Creek and Biggs Ford Road.

Mitch Brannen of 56 Maple Avenue thanked staff for Maple Avenue. He also discussed his concerns with issuing a handicapped space to a resident on Maple Avenue given the number of other handicapped citizens on the street that could request handicapped parking spaces.

Kurt Deninno of 37 Fulton Avenue discussed concerns with his neighbor's RV, law enforcement not removing a man sleeping in the bushes in a home to the rear of Maple Avenue, and numerous other vehicles in the neighborhood under vehicle covers.

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

- Mon., June 19 – Town Office Closed – Juneteenth
- Tues., June 27 – Planning Commission Meeting 7pm
- Wed., June 28 – Town Meeting 7pm
- Tues., July 4 – Town Office Closed – 4<sup>th</sup> of July
- Tues., July 11 – Planning Commission Workshop 7pm
- Wed., July 12 – Town Meeting 7pm
- Mon., July 17 – EDC Meeting 7pm

Burgess Chad Weddle requested a closed-door meeting pursuant to Annotated Code of Maryland, State Government Article: §3-305(b) (3) “To consider the acquisition of real property for a public purpose and matters directly related thereto” and §3-305(b) (14) “Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.”

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to hold a closed-door meeting. The motion passed 5-0.*

Meeting adjourned at 8:11 p.m.

Sean Williams, Town Manager