

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
June 28, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, June 28, 2023, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, Gary Baker, and Betsey Whitmore Brannen, Town Manager Sean Williams, Planning and Zoning Administrator Susan Hauver, Director of Public Works Joe Birch, Communications Specialist Ashley Bailey, and a total of 6 citizens. Commissioner Mike McNiesh was 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 Tom Gilbert made a motion, seconded by Commissioner Gary Baker to approve the Town Meeting minutes and Closed Meeting minutes of June 14,2023. The motion passed by a vote of 4-0.*

*Burgess Chad Weddle summarized the Closed Meeting minutes of June 14, 2023.*

2. INTRODUCE ORDINANCE 2023-03 – CODE UPDATE

Town Manager Sean Williams summarized the minor word changes in Ordinance 2023-03 suggested during the updating of the Town Code by General Code.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to introduce Ordinance 2023-03 including schedule A regarding the update to the Town Code. There was no discussion. The motion passed 4-0.*

3. INTRODUCE RESOLUTION 2023-06 – CHARTER UPDATE

Town Manager Sean Williams summarized the minor word changes in Resolution 2023-06 suggested during the updating of the Town Charter by General Code.

*Commissioner Gary Baker made a motion, seconded by Commissioner Betsey Whitmore Brannen to introduce Resolution 2023-06 regarding the update to the Town Charter. There was no discussion. The motion passed 4-0.*

4. INTRODUCE ORDINANCE 2023-04 DRAFT FLOODPLAIN ORDINANCE

Planning and Zoning Administrator Susan Hauver discusses the changes to the floodplain maps by the State of Maryland and FEMA. This ordinance is a repeal and replace of the Town's current floodplain ordinance. A public hearing for the Ordinance will occur in July.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to introduce Ordinance 2023-04 – Maryland Model Floodplain Ordinance. Commissioner Gary Baker questioned the format of the Ordinance, but was advised it would be addressed prior to passing. The motion passed 4-0.*

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

Planning and Zoning Administrator Susan Hauver discussed a final inspection visit of the Parkside community, reviewed the public improvements, and recommended releasing \$404,201.85 while still holding fees for contingency for Biggs Ford Road and stormwater management. Burgess Chad Weddle read a letter from the Parkside HOA regarding their

concerns with the community. There was discussion regarding the total amount of funds being released and the concerns of the Parkside citizens.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to release \$404,201.85 to the Parkside developer and to accept Hibiscus Court and Zinnia Terrace into the Town. There was no additional discussion. The motion passed 4-0.*

## 6. ACCOUNTS PAYABLE

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to pay the bills submitted for the time period. There were some general questions regarding specific charges that were discussed. The motion passed 4-0.*

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

Burgess Chad Weddle discussed several items from his visit to the MML Conference. Those topics included legalized marijuana in the state, possible future zoning changes involving marijuana, Westminster's new water plant.

Burgess Weddle also discussed that the Constant Yield Tax Rate will only need to be advertised if towns actually raise the rate. The requirements for the advertisements are also changing for this year.

Burgess Weddle announced the Carnival will begin next Monday and presale tickets can still be purchased.

Commissioner Mary Ann Brodie-Ennis discussed a future tree planting at Trout Park in the Fall.

Commissioner Brodie-Ennis announced a ribbon cutting on July 25<sup>th</sup> for Creamery Park and briefly discussed the event.

Communications Specialist Ashley Bailey gently reminded citizens to pay water bills. Interest will be added next week.

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

1. Contractors are currently working on the South side of Maple Ave between Pennsylvania Ave and Maryland Ave with the installation of new sidewalk and driveway aprons. Residents that have new driveway aprons, curb and gutter poured will not have access to their driveways until concrete cures which is 48 hours.
2. The Advanced Metering Reading (AMR) project is ongoing.
3. Meter replacement will start in another area mid-summer. Residents can still call townhall and make a meter exchange appointment if they do not have a radio read meter.
4. The new walk path at Community Park is 50% completed.
5. The Green Street storm drain cleaned and video recorded on Tuesday. Public Works will have a plan for remediation once the video is watched and report is read.
6. The Town received the New Kubota UTV ordered earlier in the year.

Commissioner Betsey Whitmore Brannen inquired about concerns of truck traffic from Pennsylvania Avenue on the South side of Maple Avenue. There was a discussion involving

painting the curbs yellow and waiting to see the outcome. Commissioner Brannen also inquired if Maple Avenue may no longer be designated as a truck route.

Planning and Zoning Administrator Susan Hauver discussed the status of Comprehensive Plan review at the Planning Meeting the previous night. Once edits are completed, it will be placed on the website and possibly released for review after the Planning Meeting on July 11<sup>th</sup>.

Burgess Weddle read all announcements.

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

There were no public comments.

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

- July 3-8 – Walkersville Carnival
- Tues., July 4 – Town Office Closed – 4<sup>th</sup> of July
- Tues., July 11 – Planning Commission Meeting 7pm
- Wed., July 12 – Town Meeting 7pm
- Mon., July 17 – EDC Meeting 7pm

Meeting adjourned at 7:42 p.m.

Sean Williams, Town Manager