

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
August 23, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, August 23, 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, Planning and Zoning Administrator Susan Hauver, Director of Public Works Joe Birch, Communications Specialist Ashley Bailey, and a total of 4 citizens. Town Manager Sean Williams 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 Mary Ann Brodie-Ennis to approve the Town Meeting minutes with corrections of August 9, 2023. The motion passed by a vote of 5-0.

2. LETTER OF CREDIT REDUCTION – LONGLEY GREEN

Planning and Zoning Administrator Susan Hauver discussed a final inspection and request for a storm swale fix have been completed. Staff is recommending the release of the letter of credit totaling \$84,190.75.

Commissioner Gary Baker made a motion, seconded by Commissioner Tom Gilbert to release the \$84,190.75 remaining for Longley Green. The motion passed by a vote of 5-0.

3. AWARD HERITAGE FARM PARK WALKING PATHS

Director of Public Works Joe Birch discussed estimates the Town obtained to replace approximately 800 feet of walking paths at Heritage Farm Park. Companies were asked to estimate the cost per linear foot. The following estimates were obtained: RFP \$29.85 per linear foot, CJ Miller \$118 per linear foot, Apex \$30.78 per linear foot, D&H Paving \$20 per linear foot. Staff recommended D&H Paving since they had the lowest estimate. There was discussion regarding references, lack of previous work history with D&H Paving, and overall project expectations.

Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to award the Heritage Farm Park Walking Paths to D&H Paving in the amount of \$20 per linear foot. There was no discussion. The motion passed 5-0.

4. DISCUSS DATE CHANGE FOR SECOND SEPTEMBER MEETING – COMMUNITY SHOW

Burgess Chad Weddle discussed the upcoming Community Shows and the conflict between the Cake Auction with the second Town Meeting of September. There was discussion for possibly rescheduling the meeting, Commissioner availability, or potentially cancelling the second Town Meeting of September. A decision will be made at the September 13th Town Meeting.

5. TREE PLANTING AT TROUT PARK

Commissioner Mary Ann Brodie-Ennis discussed a future tree planting at Trout Park on September 30th at 9 AM. The Town will be planting 26 trees in conjunction with the Federated Garden Club of Maryland and Anna Twigg of the Maryland Forest Service. Light refreshments will be served at Heritage Farm Park after the event.

6. CHRISTKINDLMARKET STREET CLOSURE

Burgess Chad Weddle discussed the specific route and need to close streets for the December Christkindlmarket parade.

Commissioner Mike McNiesh made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to approve the street closures for the Christkindlmarket parade. There was no discussion. The motion passed 5-0.

7. PUBLIC COMMENTS

Andrew Wilson 112 Greenwich Drive discussed an email he previously sent to Burgess Chad Weddle regarding his concerns with the lack of State Trooper presence in the Community. He noted concerns of speeding, reckless driving, a school assault, potentially requesting special checks in the area, and potential lighting improvements to Sun Meadow's common area. There was discussion regarding police coverage, lighting concerns, and teenagers loitering in the area. Corporal Gary Conklin will be notified of the concerns and follow up will occur at a future Town Meeting.

8. ACCOUNTS PAYABLE

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to pay the bills submitted for the time period. There was no discussion. The motion passed 5-0.

9. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Chad Weddle discussed the upcoming Veterans Appreciation Lunch on Saturday.

Joy Schaefer, Frederick County liaison announced her retirement effective August 25th.

The GVAA Pep Rally was well attended and upgrades were discussed at the event.

A donation to Frederick County Goes Purple was made and there will be a memorial at Baker Park Bandshell from 6 – 7:30 PM on August 31st.

The Frederick County Health Department will sponsor a rabies vaccination clinic on Sunday September 24th 12:30 – 3:30 PM in Thurmont.

There was a meeting earlier today with the Town Planner and Town Attorney to discuss the previous annexation agreement involving Century Center and the possibility of a company being interested in purchasing the property. Commissioner Mike McNiesh requested a closed meeting to discuss the meeting.

Communications Specialist Ashley Bailey discussed a special EDC networking event that will be held on September 18th at 7 PM.

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

1. The contractors are currently working on pavement restoration on the South side of Maple Avenue. That work may begin early next week. Once down, parking in that location will be available.
2. Town wide leak detection started Tuesday and should be completed by Friday. A leak has already been detected and repaired in the Discovery Community.
3. Meter replacement will begin again in Glade Towne in the near future.

4. The Town is waiting on recommendations from Wilson T. Ballard to develop a potential plan for remediation of Green Street.

Commissioner Gary Baker thanked public works for quickly repairing the water break earlier in the day. Commissioner Mike McNiesh questioned if the water shut off was planned or if the contractor hit the water main. Director Birch explained the contractor struck a water service line requiring the water main to be shut down for repair.

Planning and Zoning Administrator Susan Hauver discussed the public hearing set for September 26th at 7 PM to discuss the Comprehensive Plan. That plan is available on the Town Website or a hard copy can be made available. Requests must be made to Town Hall. All citizen comments both written or provided at the public hearing will be welcome.

10. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

There were no public comments.

Commissioner Gary Baker made a motion, seconded by Commissioner Mike McNiesh to hold a closed meeting to discuss the annexation agreement at Century Center. There was no discussion. The motion passed 5-0.

Burgess Chad Weddle read the announcements.

ANNOUNCEMENTS:

- Mon., Sept. 4 – **Town Office Closed – Labor Day**
- Wed., Sept 6 – Parks Commission Meeting 7pm
- Tues., Sept 12 – Planning Commission Workshop 7pm
- Wed., Sept 13 – Town Meeting 7pm
- Mon., Sept 18 – EDC Meeting/Networking Event 7pm

Meeting adjourned at 7:45 p.m.

Sean Williams, Town Manager