

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
September 9, 2020

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, September 9, 2020, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Michael Bailey, Mary Ann Brodie-Ennis, Tom Gilbert, Michael McNiesh, and John Zimmerman, Planning and Zoning Administrator Susan Hauver, Public Works Director Bob DePaola, Town Manager Sean Williams, Communications Specialist Samantha Fowle, and 7 citizens. The meeting was also streamed on Facebook Live.

The meeting was called to order with the Pledge of Allegiance and a moment of silence was made for all the students and teachers returning to school, along with the victims of the western fires.

1. MINUTES

Commissioner Mary Ann Brodie-Ennis noted during the discussion of the Creamery Park parking lot on August 26, 2020, she had suggested possibly looking in to a different material to be used, but was not researching it as stated.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to approve the Town meeting minutes of August 26, 2020 with corrections. The motion passed by a vote of 5-0.

2. PUBLIC HEARINGS ORD 2020-08 - CHAPTER 51 – PLANNING COMMISSION

There were no public comments made regarding the proposed ordinance. There was discussion regarding the adoption of the ordinance or the previously proposed ordinance 2020-03. There is a slight wording difference between the two with 2020-03 previously being approved by the Planning Commission. There was no vote on the ordinance.

3. PUBLIC HEARING ORD 2020-09 – CHAPTER 43 – PARKS COMMITTEE

There were no public comments made regarding the proposed ordinance. There was no vote on the ordinance.

4. PUBLIC HEARING ORD 2020-10 – CHAPTER 26 – ETHICS COMMISSION

Ethic's Board Member Ron Layman was present and stated he had no opposition to the proposed ordinance. Commissioner Tom Gilbert requested the ordinance be properly labeled. There was no vote on the ordinance.

5. FREDERICK GOES PURPLE

Burgess Chad Weddle read through Resolution 2020-04 to support the efforts of Frederick County Goes Purple Month. Commissioners Mary Ann Brodie-Ennis and Michael Bailey requested Walkersville make a donation to the event.

Resolution 2020-04 was signed by Burgess Weddle and all the Commissioners.

6. REQUEST FOR REDUCTION OF LETTER OF CREDIT – LONGLEY GREEN

Planning and Zoning Administrator Susan Hauver discussed the progress of Longley Green and requested the letter of credit be reduced \$102,936.97. The Town will continue to hold \$371,329.78.

Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to reduce the letter of credit by \$102,936.97. The motion passed by a vote of 5-0.

7. ACCOUNTS PAYABLE AND UNAUDITED AUGUST 2020 FINANCIAL STATEMENTS

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to pay the attached bills and approve the unaudited August 2020 financial statements. The motion passed by a vote of 5-0.

8. COMMISSIONERS' CONCERNS

Burgess Chad Weddle advised the shred event on September 5th at the parking lot of the Walkersville Fire Company was very successful. Both the Fire and Rescue companies raised approximately \$1,300. Burgess Weddle also discussed the history of the two organizations in Walkersville.

Burgess Weddle discussed his findings in regard to Sunny Robinson's request at the August 26th Town meeting to investigate Walkersville hiring a town health advisor. Per state code, an independent health advisor would have to be as restrictive in regards to suggestions from the county Health advisor, thus there would be very little benefit to hiring a health advisor at this time.

Burgess Weddle presented Public Works Director Bob DePaola with an email from a concerned resident concerning the new water plant, the level of water hardness, and the desire to potentially remove the water softener from his home. Dir. DePaola advised the new water plant does reduce the hardness of the water, but residents should not remove the water softeners from their home. Residents can adjust the water softener in their homes, but should contact manufacturer for specific recommendations.

Commissioner Michael Bailey thanked the town for recognizing Frederick Goes Purple

Commissioner Bailey also wanted to remind everyone that there would be Food Truck Sunday on September 13th between 4 pm and 8 pm. There will be food trucks will be from The Moose Pit, Trippy Tacos, and Snowball Waterfalls.

Commissioner Michael McNiesh expressed interest in broadcasting all meetings that take place in Town and not just the Town Meetings.

Commissioner McNiesh noted there was a weed/tree growing out of a storm grate on Deer Run Drive.

Commissioner McNiesh noted there was a damaged curb on Braeburn Drive that is need of repair

Commissioner McNiesh inquired about the possibility of having yard waste pickup twice a week in the late fall instead of just once a week and the possibility of a bulk trash day for yard waste.

Commissioner Mary Ann Brodie-Ennis wanted to correct information about the tennis courts located at Community Park. The courts were not being replaced by pickleball courts, rather the courts would be lined so both tennis and pickleball could be played on them. There was a discussion about the level of use of the courts, additional locations to play, and potential future interest in building more courts.

Commissioner Brodie-Ennis advised the gates at Creamery park would be installed in the next two weeks

Commissioner Brodie-Ennis advised the tennis courts will have the pickleball lines painted in the next few weeks

Commissioner John Zimmerman inquired when Biggs Ford Road would be getting paved. Dir. Depaola advised the bids for the job are due September 17th

Commissioner Tom Gilbert noted that the Town donated \$25,000 to both the Walkersville Fire and Rescue Company.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to move forward with only providing long-term disability insurance to Town employees and stop looking in to short-term disability. The motion passed by a vote of 5-0.

Commissioner Gilbert inquired about reviewing and possibly updating the fee schedule for Planning and Zoning Fee Schedule.

Commissioner Gilbert inquired if the Town has been provided with any annual financial documentation from Glade Valley Athletic Association. This led to a discussion of reviewing the current usage agreement and an upcoming meeting to update the agreement.

Burgess Chad Weddle started a discussion about the usage of the second floor Town Hall. Because of Covid-19, there has been limited use of the space. There was a discussion regarding potential use of the

space in the future, the need to renovate Town Hall first because of security issues involving the elevator, and potential to rent the space to the community and non-profits.

Burgess Weddle discussed the need to upgrade the server in Town Hall to allow online bill pay and the potential cost increase to move the equipment once renovations occur. There was general agreement to wait until renovations occur before replacing the server.

Town Manager Sean Williams discussed the conflict of the November 11th Town Meeting with Veterans Day. It was agreed to move the November Town Meeting to Wednesday, November 18th.

Manager Williams discussed the upcoming interviews for the Publics Works Director/Water Superintendent and advised the Commissioners would be invited to sit in on round two of the interview process.

Commissioner Michael Bailey inquired about the timeline for the renovation to Town Hall. There was a discussion about the project being in the early stages and the renovation would be completed in stages, with the computer system likely being completed later. Commissioner Bailey expressed the desire to potentially upgrade the server sooner to allow online bill pay.

Planning and Zoning Administrator Susan Hauver reported the results from the storm water study were complete and a representative would be at the September 23rd Town Meeting to discuss the findings.

Administrator Hauver discussed the workshop completed by the Planning Commission the previous night about the future needs and goals of the Town.

Public Works Director Bob DePaola thanked the Town employees for quickly addressing and fixing a water leak earlier in the day on Eureka Lane.

Director DePaola discussed the continued progress of the new Water Treatment plant, working through two minor issues, and that the original programmer would be returning to address those items in the next few weeks.

Director DePaola inquired about the lack of progress of the multipurpose building located at Heritage Park. Manager Williams expressed similar concerns. Director DePaola and Manager Williams will both continue to check on the progress of the building and speak with the contractor.

9. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Resident Donald Hanshew of 2 Wyndale Court inquired about when the streets would be swept and if the Town has a street sweeper. Public Works Director Bob DePaola advised street sweeping is seasonal and the Town does not own a machine. Mr. Hanshew also requested the pothole on Wyndale Drive be addressed.

Resident Ron Layman of 24 W. Frederick Street thanked Planning and Zoning Administrator Susan Hauver and the Town for supporting Scouting and all the work put towards the Watershed. He did suggest that it may be a good idea to have the property surveyed. Commissioner Michael Bailey questioned the potential cost involved in having the surveyed completed. Planning and Zoning Administrator Susan Hauver advised it was something the Town could investigate.

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

- Tues., Sept. 22, 7:30 p.m. – Planning Commission
- Wed., Sept. 23, 7:30 p.m. – Town Meeting
- Wed., Oct. 7, 7:30 p.m. – Parks Committee
- Tues., Oct. 13, 7:30 p.m. – Planning Commission
- Wed., Oct. 14, 7:30 p.m. – Town Meeting

- Tues., Oct. 27, 7:30 p.m. – Planning Commission
- Wed., Oct. 28, 7:30 p.m. – Town Meeting

Meeting adjourned at 8:40 p.m.

Sean Williams, Town Manager