

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
April 22, 2015

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, April 22, 2015, at 7:30 p.m. Those in attendance included Burgess Ralph Whitmore, Commissioners Gary Baker, Donald Schildt, Chad Weddle, Russell Winch, and Debbie Zimmerman, Planning and Zoning Administrator Susan Hauver, Public Works Director Robert DePaola, Town Manager Gloria Long Rollins, 13 citizens, Kelsi Loos of the Frederick News-Post, Roger Wilson, Frederick County, Todd Crum, Frederick County Health Department, Michael Marschner, Frederick County.

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

1. MINUTES

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Russell Winch, to approve the Town meeting minutes April 8, 2015. The motion passed by a vote of 5-0.

2. EVALUATION OF WATER PLANT DESIGN PROPOSALS – MICHAEL MARSCHNER

Michael Marschner, Special Projects for Frederick County, presented his evaluation of the four proposals for engineering for the Town's new membrane microfiltration/reverse osmosis water treatment plant. He reviewed the technical descriptions and cost to justify the rankings as follows:

- 1- Whitman, Requardt & Associates, LLP
- 2- Gwin, Dobson & Foreman, Inc.
- 3- ARRO
- 4- McCrone

Extensive discussion ensued between Commissioner Russell Winch and Mr. Marschner, hashing out the shortcomings of the RFP, the wastewater element not being clearly addressed, standards for water system security systems. Mr. Marschner noted that while his number one recommendation is the costliest, you get what you pay for. He also stressed that expectations should be clearly addressed with the engineering firm during this design phase. Commissioner Winch suggested an addendum go to all bidders addressing omissions that he feels are glaring. Mr. Marschner recommended a meeting with the successful bidder, with award being contingent of staff comfort.

Commissioner Russell Winch made a motion, seconded by Commissioner Chad Weddle, to award the design of the water plant to Whitman, Requardt & Associates, LLP (WR&A) along with the Watek component (Ben Movahed) in the amount of \$413,600. The motion passed by a vote of 5-0.

3. TODD CRUM – FREDERICK COUNTY HEALTH DEPARTMENT – DRUG DISPOSAL

Mr. Todd Crum, of the Frederick County Health Department, came to revisit the discussion of holding a drug disposal event in Walkersville. Commissioner Russell Winch has been interested in including this on June 13th during our bulk trash pickup and paper shredding events. Mr. Crum noted the rise in overdose deaths in the County and the fact that often the overdose is on prescription drugs. There are 6 drop off locations currently in Frederick County. He would like to partner with the MSP or the Frederick County Sheriff's Department to start a program here. The drugs would be in the custody of law enforcement at all times and taken straight down to the Baltimore incinerator during their law enforcement drop-off days.

4. PREVIEW BUDGET

Ms. Rollins briefly reviewed the preliminary General Fund and Water Fund budgets for FY 2016.

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Russell Winch, to proceed with building the wall at Memorial Park at an estimated cost of \$2,500. The motion passed by a vote of 5-0.
Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Russell Winch, to keep the Ford Interceptor in the Maryland State Police proposed contract for FY 2016. The motion passed by a vote of 5-0.

Commissioner Donald Schildt made a motion to raise the rent by \$50 on 25 West Frederick Street. The motion died for lack of a second.

Commissioners discussed and agreed to proceed with bid preparation for engineering on water line replacements for Liberty Street and Moon Maiden Court.

5. RECOMMENDATION FOR SPRINT WORK ON CRUM TOWER

Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to send consultant recommended letter with conditions for additions to Crum tower by Sprint. The motion passed by a vote of 5-0.

6. REVISIT UPDATE ON COMMUNITY PARK BASKETBALL COURT REHAB

Ms. Rollins explained that previous approval of work on the rehabilitation of the Community Park basketball court was premature. Due to the cost of the project, the formal bidding process needs to be implemented. We are seeking work to expand the current area and resurface it to a standard high school sized court.

Commissioner Chad Weddle made a motion, seconded by Commissioner Debbie Zimmerman, to seek bids to expand and resurface the Community Park basketball court. The motion passed by a vote of 5-0.

7. ACCOUNTS PAYABLE AND MARCH FINANCIAL STATEMENTS

Commissioner Russell Winch made a motion, seconded by Commissioner Gary Baker, to approve the March Financial Statements and the current attached bills. The motion passed by a vote of 5-0.

8. COMMISSIONERS' CONCERNS

Commissioner Donald Schildt provided an update on the upcoming Drug Seminar. It will be held May 19 at 7:00 p.m. at the Walkersville United Methodist Church.

Commissioner Donald Schildt noted that the Town needs to complete work on the island entering Glade Village where a tree was taken down. The stump needs to be ground out.

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Chad Weddle, for the Town to proceed with grinding the stump at Glade Village. The motion passed by a vote of 5-0.

Commissioner Russell Winch commented to Mr. DePaola that planning needs to be implemented for personnel and training for the new water plant.

Commissioners reviewed the draft of the Talk of the Town newsletter to be mailed with the May 1st water bills. They declared it is good to go!

Light discussion ensued regarding the Town picnic. Burgess Whitmore noted that he was not impressed with the Belly Buster Wednesday activity last year at the Keys game. Other options will be explored.

9. CITIZENS' QUESTIONS AND CONCERNS

Shirley Grier, Discovery, noted that she had received a letter from the Burgess and Commissioners notifying her of high water consumption. Her November 2014 bill was \$93, and her May 2015 bill is to be \$633.17. A leak is obviously in process and she noted she has heard the water running. A plumber has been called to follow up. Commissioners explained the one-time option to have her bill recalculated at the Industrial rate. She was also directed to contact the office to set up a payment plan to meet her obligation more easily.

Charles Nicodemus, 27 Fulton Avenue, complained that his sewer line extension pipe is 7" tall sticking up in his yard. The Burgess explained that the sewer is owned/controlled by Frederick County.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager