

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
May 13, 2015

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, May 13, 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, Public Works Director Robert DePaola, Town Manager Gloria Long Rollins, 10 citizens, and Kelsi Loos of the Frederick News-Post.

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 22, 2015 and the Closed Personnel minutes of April 8, 2015. The motion passed by a vote of 5-0.

2. ORDINANCE 2015-01

Ms. Rollins reviewed the General Fund budget for FY 2016 and changes that had been made since the April 22nd preview. Income item changes included the following: Taxes-Real Property was rounded down to \$853,000, Income Taxes-County Shared was rounded down to \$715,000, and Police Protection was increased to \$31,171. Expense item changes were: Community donations changed to \$2,186 to include storage rental for Friends of the Library, Economic Development Commission increased to \$15,000 per Commissioner Winch request, Police increased to \$587,186 per FY2016 estimate received from MSP, Parks & Recreation increased to \$40,000 per Commissioner Zimmerman request, Parks-Mowing increased to \$87,831 to correct new mowing contract amount, Parks-Program Open Space includes \$175,000 new GVAA building at HFP, Retirement decreased to \$46,980, FICA rounded up to \$48,100, Capital Outlay/Equipment revised to list of actual equipment \$175,850, Capital Outlay/Small Equipment added \$3,000, Paved parking for 25 W. Frederick rental property deleted \$10,000, job complete, Available for projects changed to \$129,275.

Commissioner Chad Weddle made a motion, seconded by Commissioner Debbie Zimmerman, to introduce Ordinance 2015-01 General Fund Budget FY2016 as presented. The motion passed by a vote of 5-0.

3. ORDINANCE 2015-02

Ms. Rollins reviewed the Water Fund budget for FY 2016 and changes that had been made since the April 22nd preview. Income item changes included the following: Water Usage went down to \$828,100 based on actual Nov14 and May15 billings, Wireless Telecommunication went up to \$143,450 due to schedule of carrier revenues, Designated from Surplus and Other Sources went up to \$689,686 due to adding new water plant engineering contract. Expense item changes were: Office supplies and expense went down to \$2,000, Trainings and meetings went down to \$3,000, Mileage down to \$300, Utilities went down to \$62,000, Chemicals adjusted to \$150,000, Retirement adjusted to \$17,700, Capital Outlay/WTP engineering went up to \$413,600 based on successful bidder on engineering, Capital Outlay/Equipment went up to \$93,000 based on actual equipment needed list. Commissioner Winch noted that the entire engineering contract need not be entered as it spans two years and includes items following the design in the amount of \$58,050.

Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to introduce Ordinance 2015-02 Water Fund Budget FY2016 with the change of removing \$58,050 of post-design bid items. The motion passed by a vote of 5-0.

4. TAX RATE

Ms. Rollins reviewed the constant yield tax rate exemption letter from the Maryland State Department of Assessments.

Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to adopt the current tax rate of 15¢ per \$100 of assessed real property value. The motion passed by a vote of 5-0.

5. RECOMMENDATION FOR T-MOBILE WORK ON CRUM TOWER

Commissioner Don Schildt made a motion, seconded by Commissioner Gary Baker, to send consultant recommended letter with conditions for additions to Crum tower by T-Mobile. The motion passed by a vote of 5-0.

6. SELF STORAGE RENEWAL FOR FRIENDS OF THE WALKERSVILLE LIBRARY

Ms. Pat Kelly, representing Friends of the Walkersville Library, presented the increase for the self storage rental for the group. The increase was already included in the introduced budget for the General Fund.

Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to pay the self storage rental in the amount of \$1,236. The motion passed by a vote of 5-0.

7. SUPPORT LETTER FOR THE WALKERSVILLE LIBRARY

Ms. Rollins reviewed a letter from Frederick County Public Libraries and their application for grant funding to help with the construction of the new Walkersville library.

Commissioner Russell Winch made a motion, seconded by Commissioner Chad Weddle, to send a letter of support from the Town to be included in the grant application packet. The motion passed by a vote of 5-0.

8. ACCOUNTS PAYABLE AND MARCH FINANCIAL STATEMENTS

Commissioner Russell Winch made a motion, seconded by Commissioner Gary Baker, to pay the attached bills. The motion passed by a vote of 5-0.

9. COMMISSIONERS' CONCERNS

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

Commissioner Donald Schildt noted that the troopers have recommended where to place the new light in Creamery Park. Trees will be trimmed and staff will run the wiring tomorrow.

Commissioner Donald Schildt presented a worksheet on hours spent by staff on various work activities. Long and short term projects are outlined.

Commissioner Donald Schildt noted the Public Works department will be starting hydraulic valve testing, a safety program, and that communication is improving.

Commissioner Gary Baker announced the Economic Development Committee is sponsoring a Farmers' Market on Fridays, starting June 5th at the B Building from 4-7 p.m.

Commissioner Russell Winch made a motion, seconded by Commissioner Debbie Zimmerman, to hold a closed legal meeting to meet with LGIT's attorney regarding pending litigation. The motion passed by a vote of 3-2, with Commissioners Chad Weddle and Donald Schildt in opposition.

Commissioner Russell Winch reported on the progress of coming up with a slogan for the new Town welcome signs. From the selections received, the committee liked "A delightful place to call home". Commissioner Winch liked "Heartland of Frederick County". It was decided to run a vote on the Facebook page and then order the winning slogan on the signs.

Commissioner Debbie Zimmerman reminded everyone of the upcoming Walkersville Days yard sale event this weekend.

Mr. DePaola notified commissioners that the skid loader needs repair. It has a cracked head and will cost \$4,500-5,500 to repair and \$25,000 to replace. *Commissioner Donald Schildt made a motion, seconded by*

Commissioner Russell Winch, to proceed with the repair of the skidloader. The motion passed by a vote of 4-1, with Commissioner Chad Weddle in opposition.

10. CITIZENS' QUESTIONS AND CONCERNS

Christopher Perry, 8826 Biggs Ford Road, explained that he had received a letter from the Burgess and Commissioners notifying him of high water consumption. He explained that his ex-wife has moved out of the house, a water pipe broke, and the leak destroyed the house. He asked that the one-time option to have the water bill recalculated at the Industrial rate be invoked. The commissioners approved the recalculation.

Ron Simon, Glade Village, asked to plant a Dawn Redwood tree in the island at the entrance to the Village. He also asked to plant a Red Maple on either side of it. Commissioners approved the planting of the Dawn Redwood only, with the stipulation that Mr. Simon will maintain, water, and mulch the tree and the perennials that he plants.

Christina Hall, 233 Heritage Court, explained that she had leaking toilets that have been repaired. She is requesting the one-time recalculation of her \$555+ water bill to the Industrial rate. Commissioners approved the recalculation.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager