

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
June 24, 2015

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, June 24, 2015, at 7:30 p.m. Those in attendance included Commissioners Gary Baker, Donald Schildt, Chad Weddle, Russell Winch, and Debbie Zimmerman, Town Manager Gloria Long Rollins, Planning and Zoning Administrator Susan Hauver, and 6 citizens. Burgess Ralph Whitmore was attending to his carnival duties.

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 Gary Baker, to approve the Town meeting minutes June 10, 2015. The motion passed by a vote of 4-0-1, with Commissioner Russell Winch abstaining.

2. UPDATE ON WALKER'S OVERLOOK PAYOFF

Ms. Rollins informed Commissioners that the balloon payment due on July 1, 2015 will be paid August 15, 2015 instead, with additional interest due.

Commissioner Russell Winch made a motion, seconded by Commissioner Gary Baker, to allow the note to be extended for 6 more weeks, until August 15, 2015, with the balloon payment due in full at that time with additional interest. The motion passed by a vote of 4-1, with Commissioner Donald Schildt in opposition.

3. CREDIT CARD UPDATE

Ms. Rollins notified Commissioners that we are working on the ability to accept credit cards for water bill payments. Commissioner Winch would like to get the website up and running for acceptance of payments as well.

Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to advertise a public hearing to consider raising base water rates by \$10 per billing, to be held at the July 8th meeting. The motion passed by a vote of 5-0.

4. GENERAL ASSEMBLY – LGIT REPORT – LIABILITY RATE INCREASE

Ms. Rollins reviewed a newsletter from LGIT notifying the town of an insurance rate increase due to new liability limits passed by the General Assemble this year. Liability limits in the Local Government Tort Claims Act increased from \$200,000 to \$400,000 per individual claim and from \$500,000 to \$800,000 per total claims that arise from the same occurrence. The time to file a claim has also been extended (from 180 days to one year).

5. OTM FLOATING ZONE UPDATE

Ms. Hauver informed Commissioners that the Planning Commission met and worked on the OTM Floating Zone and have not completed their recommendations at this time.

6. SWEAR IN MICHAEL KUSTER TO PLANNING COMMISSION

Commissioner Weddle, acting as President of the Commissioners in Burgess Whitmore's place, administered the oath of office to Michael Kuster. He was sworn in to a 5-year term on the Planning Commission.

7. GVAA UPDATE – THOM BECKLEY

Thom Beckley asked for clarification on the process of getting the new building under way at Heritage Farm Park. Ms. Rollins reviewed the process required to utilize the Program Open Space grant. Mr. Beckley will meet with staff to complete specifications for the bidding process to start the building after July 1st. Mr. Beckley also said he

would drop off the GVAA financial reports as recently requested. He also noted the grass as the park looks good, but there is a situation with the mulch pile. There is a sign that directs people to back in to the mulch pile and dump their materials, however, they are backing up to the sign and dumping material there rather than back to the pile.

8. NEW STAFF

Ms. Rollins announced that two new water operators were hired. Theresa Tucker and Rodney Bingaman started June 16th.

9. PLANNING COMMISSION ANNUAL REPORT – 2014

Ms. Hauver introduced and reviewed the Planning Commission Report for 2014. *Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to accept the Planning Commission Report 2014. The motion passed by a vote of 5-0.*

10. ACCOUNTS PAYABLE and MAY 2015 FINANCIAL STATEMENTS

Commissioner Russell Winch made a motion, seconded by Commissioner Debbie Zimmerman, to accept the May 2015 financial statements and pay the attached bills. The motion passed by a vote of 5-0.

11. COMMISSIONERS' CONCERNS

Commissioner Russell Winch announced that he will be attending the MML Convention in OC, MD next week, as President of the Frederick County chapter of the MML.

Commissioner Gary Baker reminded everyone of the Farmers' Market held every Friday from 4-7. He noted there will be more vendors as more things reach their growing peaks.

Commissioner Gary Baker noted the opening of the new gas station at the Fuel Worx location.

Commissioner Donald Schildt noted our Veterans' Day service will be held on November 8th.

Commissioner Chad Weddle reviewed the calendar of upcoming events, noting the Walkersville Carnival starts Monday, June 29th through Saturday, July 4th.

Commissioner Weddle reviewed a letter received from the State Highway Administration notifying the Town that "they recently completed a review of MD 194 at W. Frederick Street, Nicodemus Road, and Crum Road to determine if additional traffic control measures would be beneficial at the 3 intersections. The results of the review did not reveal unusual operating conditions, excessive delay, or a collision pattern that would support the use of traffic signal control at this time." Commissioner Winch commented that if that is the case, why is the dualization of MD 194 on the State's priority list?

Commissioner Weddle noted the thank you note received from the Walkersville Volunteer Fire Company for the town's annual donation in the amount of \$14,500.

Commissioner Gary Baker made a motion, seconded by Commissioner Russell Winch, to hold a closed personnel and legal meeting to discuss staff evaluations and a pending contract. The motion passed by a vote of 4-1, with Commissioner Donald Schildt in opposition.

12. CITIZENS' QUESTIONS AND CONCERNS

Commissioner Weddle reviewed the upcoming dates on the Town's calendar.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager