

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
January 13, 2016

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, January 13, 2016, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Gary Baker, Mary Ann Brodie-Ennis, Donald Schildt, and Debbie Zimmerman, Town Manager Gloria Long Rollins, Planning and Zoning Administrator Susan Hauver, Public Works Director Bob DePaola, and 8 citizens. Commissioner Russell Winch was away on business.

The meeting was called to order with the Pledge of Allegiance and a prayer by Burgess Chad Weddle, including moments of silence in remembrance of Mrs. Helen Eaves, who passed away on January 10th, a long time resident and volunteer in the Town, and honorary life member of the Walkersville Volunteer Fire Company.

1. MINUTES

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Gary Baker, to approve both the Town meeting minutes and the Closed Legal/Personnel meeting minutes of December 9, 2015. The motion passed by a vote of 4-0.

2. ETHICS APPOINTMENT

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to appoint Mr. Robert D. Port as an alternate member of the Ethics Commission. The motion passed by a vote of 4-0.

3. ORDINANCE 2015-05 STATUTE OF LIMITATIONS ON ETHICS – MARYLAND STATE ETHICS COMMISSION APPROVAL

Ordinance 2015-05 was submitted to the State Ethics Commission and a response dated December 29, 2015 was received approving the implementation of the change to the Town's Ethics rules. The ordinance instates a one year statute of limitations with which to file a complaint, one year from the date of the behavior that instigated the complaint.

4. REVIEW OF SNOW POLICY ENFORCEMENT OF CHAPTER 69, SECTION 25 – SIDEWALKS AND CHAPTER 80, SECTION 17 - STREETS

Burgess Chad Weddle reviewed and reiterated the Town's snow policies that will be enforced during upcoming and future snow events. Plows will be removing snow curb to curb and vehicles will be proactively towed if not removed from the street during the plowing. Signs will be posted reminding citizens of the snow emergency no parking rules. This change, from a complaint driven system to a proactive system, will be advertised on posted street signs, Channel 99, the Town website, www.walkersvillemd.gov, the Town's Facebook page, Walkersville:Our Town, and in the Frederick News-Post. Burgess Weddle plans to touch base with HOAs and prays that we don't have to utilize the tow trucks.

5. PARKS COMMITTEE OATHS OF OFFICE

Burgess Weddle administered the Oath of Office to Ms. Kitty Baker, newest appointee to the Parks Committee.

6. SUN MEADOW SINKHOLES DISCUSSION

Commissioner Donald Schildt expressed his concern on the continuing saga of sinkholes opening up in the Sun Meadow subdivision. He noted that several have been fixed several times and it's not working. Ms. Hauver noted that since the sinkholes directly affect our water plant and water supply, that it would behoove us to help with the expense and expertise to have them adequately repaired. Mr. Billy Duvall, a representative of Sun Meadow HOA, reported that the association has had a geo-engineer evaluate the situation and that they have

never asked the Town for help. He reported that Duane Musselman, of Musselman Excavating, advises to work on the sinkhole in the Spring due to the extremely wet conditions in the stormwater pond. The excavating equipment needed to repair the sinkhole would tear up the liner of the pond. Mr. Duvall offered to provide the Town with the engineering report from the geo-engineer.

7. HIRING VS. CONTRACTING – NEW EMPLOYEE

Commissioners discussed the need to hire a new maintenance employee, due to the retirement of our seasonal, part-time mowing employee. Supervisor Bob DePaola is in favor of hiring a new employee, rather than only adding additional mowing to the Town mowing contract. He feels, with the upcoming new developments in the Town that we could keep an additional employee busy.

Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Donald Schildt, to plan on hiring a new maintenance employee, with work hours to be evaluated and set as needed. The motion passed by a vote of 4-0.

8. CODE ENFORCEMENT ISSUES

Commissioner Debbie Zimmerman likes the complaint driven code enforcement process as it is. Commissioner Donald Schildt wants the process to be more proactive. Burgess Weddle recommends a 6 month trial period where the code enforcement officers peruses the Town looking for dead tags, tall grass, unshoveled sidewalks, etc.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Donald Schildt, to have a 6 month trial period of proactive code enforcement. The motion passed by a vote of 4-0.

9. FUNDING FOR NEW WATER TREATMENT PLANT

By consensus, the Burgess and Commissioners agreed to apply for the full cost amount of funding for the upcoming water plant project, to date \$7.9 M is estimated.

10. STATE POLICE CONTRACT ACTUALS FOR FY 2015

Commissioners reviewed the actual expense report from the Maryland State Police. Discussion ensued regarding whether to try to add a 4th trooper to the contract or add additional overtime to the contract, the availability of it extended to all troopers at the Frederick barrack to cover the Walkersville area.

11. ACCOUNTS PAYABLE

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to pay the attached bills. The motion passed by a vote of 4-0.

12. COMMISSIONERS' CONCERNS

Commissioner Debbie Zimmerman reported that the Board of Public Works has approved the Program Open Space funding for the new building at Heritage Farm Park. She invited Ms. Rollins to the next Parks meeting to begin the planning process for what is needed to build the building.

Commissioner Mary Ann Brodie-Ennis reported on her participation in the Sustainable Maryland initiative and hopes to implement many of the requirements of the program and become familiar and report on the items we are already completing.

Commissioner Mary Ann Brodie-Ennis expressed her pleasure on the outcome of the holiday decorating contest and hopes to continue the fun for next year. She asked if the Town still assigns commissioners to a neighborhood or HOA to be the contact/liaison to the Town. Burgess Weddle will review and update assignments. She also requested the procedure to obtain a Town shirt.

Commissioner Gary Baker noted that the street sweeping he witnessed was more like street blowing. Mr. DePaola explained that the first time down the street the sweeper sweeps debris into the center of the road, then comes back and vacuums up the piles. Thus, if you only saw the first step it would appear to be blowing dirt around and not picking it up.

Commissioner Donald Schildt reported the sale of the honorary bricks at Memorial Park is going well and approximately 50+ have been sold. 100 is needed to place an order. He presented the design and drawings for the brick display. *Commissioner Donald Schildt made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to proceed with pg. 1 and 2 of the drawing presented for the wall. The motion passed by a vote of 4-0.*

A survey of the Memorial Park property is needed and the pole tie-line needs to be relocated/removed prior to construction.

Commissioner Donald Schildt asked commissioners to sponsor a brick for Elaine Morthurst, who manages our soldier care packages twice a year. *Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Gary Baker to purchase a brick in honor of Ms. Morthurst. The motion passed by a vote of 4-0.*

Ms. Hauver notified commissioners of a proposed solar panel farm to be located on the Town border. Since it is out of Town, it is a Frederick County special exception process and site plan approval. The County is asking for comments from the Town. The Planning Commission will discuss and provide comments at their next meeting, and will review the situation and offer a recommendation to the County. They will also work on developing a policy in the Town, as it is not addressed in our Town Code, and there have already been inquiries for construction of solar facilities within the Town limits.

Ms. Hauver notified the commissioners that Mr. Lin Snider has resigned from the Planning Commission. Advertisement to fill the position will be forthcoming.

Burgess Weddle recommended the appointment of Commissioner Gary Baker as the Planning Commission liaison. *Commissioner Donald Schildt made a motion, seconded by Commissioner Debbie Zimmerman, to appoint Commissioner Gary Baker as commissioner liaison to the Planning Commission. The motion passed by a vote of 3-0-1, with Commissioner Gary Baker abstaining.*

Mr. Bob DePaola reported the following information on public works projects:

- Valve exercising is on hold until Spring due to issues with bolts breaking, causing leaks that require the road to be dug up and repaired. The asphalt plants are closed for the winter, hence, no material is available for road repairs, so the exercising is on hold.
- Mr. DePaola has completed a Water Conservation Plan, as needed for our MDE loan application. It is 14 pages and may be posted on the Town's website for residents to enjoy.
- He also completed a Water Audit, noting a 5.2% water loss throughout the system. According to MDE, a 10% loss is acceptable. Our staff is proactive in locating leaks and nipping them in the bud before too much water is lost.

Burgess Weddle reported on an email received from a concerned citizen regarding the intersection at 5-Points, the intersection of Pennsylvania Avenue, Main Street, and Liberty Street. At this point, the concerned citizen came forward to reiterate her concerns.

13. CITIZENS' QUESTIONS AND CONCERNS

Veronica Henry, 2 Hahn Circle, reported that cars do not stop at the stop signs at 5 Points, from Main Street onto Pennsylvania Avenue. She requests that the tree be trimmed back, and flags be placed on all stop signs at the intersection. She would also like our Maryland State Police Resident Troopers to sit at the intersection randomly and catch the jerks.

Mrs. Pat Yoingco also chimed in that she and her husband had nearly been in an accident, and narrowly avoided collision due to Mr. Yoingco's notice that the other car was not stopping at the stop sign. She also complained about the cars parked on Frederick Street too close to the corner of Main and Frederick.

George Rudy reported on his latest projects, including something about the defeated incinerator and a meeting in Thurmont on January 23 regarding a resource recovery park. He mentioned a zero waste alliance. He is also advocating for bio-safety labs to be regulated at the Federal level.

Burgess Weddle asked commissioners to approve a staff holiday in observance of the Martin Luther King birthday holiday, noting that all Federal, State, and County offices, banks, post offices are closed on Monday.

Commissioner Donald Schildt made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to approve a floating holiday for Martin Luther King's birthday, keeping the office open, maintenance and water staff working, staggering time off to do so. The motion passed by a vote of 4-0.

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Gary Baker, to hold a closed legal and personnel meeting to discuss a legal personnel issue. The motion passed by a vote of 3-1, with Commissioner Donald Schildt in opposition.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager