

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
February 24, 2016

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, February 24, 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 6 citizens, and Mike Persley from Frederick News-Post, and Mr. Matthew Bryant of CIA. Commissioner Russell Winch was absent.

The meeting was called to order with the Pledge of Allegiance and a prayer by Burgess Chad Weddle, including thanking God for our many blessings and getting us through recent weather events.

1. MINUTES

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker, to approve both the Town meeting minutes and the Closed Legal/Personnel meeting minutes of February 10, 2016. The motion passed by a vote of 3-0-1, with Commissioner Donald Schildt abstaining.*

2. CRIME INTERVENTION ALARM PRESENTATION

Mr. Matthew Bryant, of Crime Intervention Alarm, gave a presentation to the commissioners and citizens showing the surveillance products and software available to help the Town monitor crime and vandalism in the Town. CIA is a product and software developer with corporate offices out of York, PA. Mr. Bryant, Commissioner Baker, Burgess Weddle, and Ms. Rollins toured the array of cameras in Boonsboro, MD and also reviewed by computer monitor the surveillance set up of other businesses and clients of CIA. Mr. Bryant visited the town parks, town hall, and maintenance shop and water treatment facilities to put together a plan for the town security. The 45 minute presentation to the Burgess and Commissioners and citizens in attendance was thorough and enlightening.

Further discussion of the particulars and recommendations will take place during a closed meeting under Annotated Code of Maryland, State Government Article: Section 10-508(a)(10) to discuss public security, including (a) the deployment of fire and police services and staff; and (2) the development and implementation of emergency plans.

3. FREDERICK AND PENNSYLVANIA LINE RAILROAD MUSEUM PRESENTATION

Mr. Mike O'Connor and Mr. Ray Soderberg were in attendance asking the Town support in having a voice in the preservation of the railroad lines that go through the town. The new non-profit thinks the Town should be involved in the State's decision in the next 12 months. They provided a draft letter of support in hopes that the Town would get involved in the process.

4. INTRODUCTION OF ORDINANCE 2016-01 and 2016-02 WITH AMENDMENTS

Commissioners discussed the proposed ordinances making it unlawful to shovel, throw, or snow blow snow into the streets regardless of whether the plow has gone by or not. They decided to amend the ordinances and add a \$100 fine for putting snow in the streets.

*Commissioner Donald Schildt made a motion, seconded by Commissioner Gary Baker, to introduce Ordinances 2016-01 and 2016-02 amending Chapter 62, Streets and Sidewalks, of the Town Code and including a \$100 fine for violation of the sections. The motion passed by a vote of 4-0.*

5. CONSTANT YIELD RATE CERTIFICATION

Ms. Rollins reviewed the 2016 Constant Yield Tax Rate Certification and notified the commissioners that the Town is Exempt from advertising a tax rate increase if the Town's tax rate of 15¢ per \$100 of assessed value remains the same.

#### 6. DEADLINE FOR PLANNING COMMISSION APPLICATIONS

Ms. Hauver reported that last Friday, February 19<sup>th</sup>, was the deadline for receiving letters of interest in becoming a member of the Planning Commission. Interest was received from Dr. Ray Santullo, a current member of the Board of Appeals. Burgess Weddle recommended appointment of Dr. Santullo to the Planning Commission.

*Commissioner Donald Schildt made a motion, seconded by Commissioner Gary Baker, to appoint Dr. Ray Santullo to the Planning Commission. The motion passed by a vote of 4-0.*

#### 7. ECONOMIC DEVELOPMENT COMMISSION APPOINTMENT

A letter of interest for the open position on the Economic Development Commission was received by Mr. Randy Gray. Burgess Weddle recommended appointment of Mr. Randy Gray to the EDC.

*Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to appoint Randy Gray to the Economic Development Commission. The motion passed by a vote of 4-0.*

#### 8. FREDERICK COUNTY CHAMBER OF COMMERCE

Burgess Weddle asked commissioners to consider whether the Town should join the Frederick County Chamber of Commerce, dues in the amount of \$570 annually. Commissioner Baker wondered if there was any conflict due to appointing Mr. Gray (above) to the EDC, as he is employed by the Frederick County Chamber of Commerce. No decision was made, as Commissioners hope that Mr. Gray will come to a Town meeting and review the benefits of the Town joining the Chamber of Commerce.

#### 9. ACCOUNTS PAYABLE and JANUARY 2016 FINANCIAL STATEMENTS

*Commissioner Gary Baker made a motion, seconded by Commissioner Donald Schildt, to pay the attached bills and approve the January 2016 financial statements. The motion passed by a vote of 4-0.*

#### 10. COMMISSIONERS' CONCERNS

Commissioner Gary Baker again expressed his concern that there are untagged junker cars in the back parking lot. Ms. Rollins will make sure that the troopers are notified to run tags and determine ownership and possibly tow cars that should not be there.

Commissioner Donald Schildt discussed the need to advertise and hire a new maintenance technician, with the possibility of later working hours than current staff. He hopes that opening and closing the park can be incorporated into the new hire's schedule.

Commissioner Donald Schildt also discussed the possibility of requiring renters of the park pavilions to provide their own trash bags and empty their own trash.

Commissioner Donald Schildt reported that 72 bricks have now been sold for the wall construction in Memorial Park. He hopes to start on construction by mid-April. He reported that Mr. Dan Thomas and Mr. Ronald Layman are currently mowing the Memorial Park as volunteers.

Commissioner Mary Ann Brodie-Ennis asked regarding the time limit established on removal of debris as described in the revised Chapter 30. Ms. Hauver reviewed the proposed changes to Chapter 30 as presented by the Planning Commission. She will forward to the Town Attorney for legal review.

Ms. Hauver reported that the review plans for the Bell Property and the Parkside developments have been approved and are moving forward through the Planning Commission.

Burgess Weddle reported on the following:

- Highway User Revenue formula – request to State to return funding to 2009 levels. This year's estimated funding will be \$199,304.

- An email was received from David C. Burry in appreciation of the military care package received from the Town as prepared by Mrs. Elaine Morthurst.
- Burgess Weddle will be working on commissioner assignments in the future.
- He noted that Town Engineer Richard Parks, of ARRO Engineering, will be attending the March Parks meeting to pin down the specs for the proposed building at Heritage Farm Park.
- He noted that the Boy Scouts have requested a closed meeting with the Town at 6:30 p.m. on March 23<sup>rd</sup>.
- Water disconnects are scheduled for March 23<sup>rd</sup>.

#### 11. CITIZENS' QUESTIONS AND CONCERNS

None

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker, to hold a closed personnel and legal meeting to discuss the purchase of security equipment and the ongoing saga related to the termination of an employee. 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