

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
December 11, 2013

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, December 11, 2013, at 7:30 p.m. Those in attendance included Burgess Ralph Whitmore, Commissioners Gary Baker, Donald Schildt, Chad Weddle, Russell Winch, and Debbie Zimmerman, Town Manager Gloria Long Rollins, Planning and Zoning Administrator Susan Hauver, Public Works Director Robert DePaola, Economic Development Commission members Ben Douds and Clara Winch, TFC Gary Conklin and Det. Sgt. Wayne Wachsmuth, 16 citizens, and Ken Keller of the Woodsboro Times.

The meeting was called to order with the Pledge of Allegiance and a prayer by Commissioner Chad Weddle, asking God to be with us, in this season of celebrations, as we discuss Town business. He asked for blessings of peace and joy for all citizens and especially for those serving in the military away from home. He prayed for extra protection for those required to work outside in bad weather, especially our Town maintenance staff and our local police force.

1. MINUTES

*Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Russell Winch, to approve the Town meeting minutes of November 13, 2013. The motion passed by a vote of 5-0.*

2. ECONOMIC DEVELOPMENT COMMISSION RECOMMENDATION FOR NEW WEBSITE DESIGN

Mr. Ben Douds, chairperson of the Walkersville Economic Development Commission, presented the EDC recommendation for a web site implementer for the Town. The commission was given presentations and proposals from 5 companies. They reviewed the products and costs and recommend Kalico Design to do the work.

*Commissioner Russell Winch made a motion, seconded by Commissioner Gary Baker, to accept the recommendation of the Economic Development Commission and Kalico Design's proposal to develop the new Town website. The motion passed by a vote of 3-2, with Commissioner Debbie Zimmerman and Commissioner Donald Schildt in opposition.*

3. AWARD WATER TREATMENT PLANT ENGINEER PROPOSAL

Mr. Bob DePaola reviewed the three bids received for investigating engineering needs for a new water plant. Bids were received from RK&K, Hazen-Sawyer, and Arro.

*Commissioner Chad Weddle made a motion, seconded by Commissioner Debbie Zimmerman, to approve Mr. DePaola's recommendation and award the work to the low bidder, Arro Engineering, for \$12,000. The motion passed by a vote of 5-0.*

Burgess Whitmore asked commissioners to commit to proceeding with the plans for the new water plant, otherwise don't award an engineering contract.

*Commissioner Russell Winch made a motion, seconded by Commissioner Debbie Zimmerman, to commit to the new water plant project, borrowing money from the General Fund to proceed with the Water Fund project. The motion passed by a vote of 4-0-1, with Commissioner Chad Weddle abstaining.*

Commissioner Gary Baker asked how long the construction would take. Per Mr. DePaola, one to two years.

4. CANDIDATES FOR PLANNING COMMISSION AND BOARD OF APPEALS VACANCIES

Ms. Hauver reviewed the open positions on the Planning Commission and the Board of Appeals. Eight people expressed interest in the vacant positions.

On the Planning Commission, Mr. Lynn Moberly has resigned his position, leaving a term to be fulfilled. Mr. Phil Smith has decided not to seek reappointment as his term expires, and Mr. John Zimmerman has applied to be reappointed to his expiring position.

*Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to appoint John Zimmerman, David Ennis, and Michael Kuster to the three available positions on the Planning Commission. The motion passed by a vote of 4-0-1, with Commissioner Debbie Zimmerman abstaining from the vote.*

Mr. Kuster has been designated to complete Mr. Moberly's term.

On the Board of Appeals, Ms. Irene Weddle has resigned her position due to moving outside of town limits. Mr. David Ennis immediately resigned his position on the Board of Appeals due to the above appointment to the Planning Commission.

*Commissioner Chad Weddle made a motion, seconded by Commissioner Donald Schildt, to appoint Daniel Yeeles and Ray Santullo to the Board of Appeals, replacing Irene Weddle and David Ennis. The motion passed by a vote of 5-0.*

On the Ethics Commission, Pastor Albert Lane has tendered his resignation.

*Commissioner Chad Weddle made a motion, seconded by Commissioner Debbie Zimmerman, to appoint Tarolyn Thrasher to the Ethics Commission. The motion passed by a vote of 5-0.*

#### 5. LIGHTING UPGRADE FOR TOWN HALL

Ms. Rollins reviewed the *Energy Efficient Lighting Upgrade Analysis and Proposal* which provided the following savings analysis on the Town hall building:

Annual Energy Savings	\$ 3,722.23
Cost of new equipment	5,202.13
Estimated rebate	(4,459.30)
Net cost to replace	742.83
Payback period in years:	.20
Return on investment	501.09%

*Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to replace all the interior and exterior lighting fixtures at Town Hall per the staff recommendation. The motion passed by a vote of 5-0.*

#### 6. ACCOUNTS PAYABLE

*Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to pay the attached bills. The motion passed by a vote of 4-1, with Commissioner Chad Weddle in opposition.*

#### 7. COMMISSIONERS' CONCERNS

Burgess Whitmore introduced Det. Sgt. Wayne Wachsmuth of the Maryland State Police. A time was allotted for asking questions of TFC Gary Conklin and Det. Sgt. Wachsmuth.

Boy Scout Troop 274 was introduced and present to work on a merit badge.

Commissioner Donald Schildt noted that the lights had been on at the Manor House for 3 nights in a row. Mr. DePaola will check it out.

Commissioner Gary Baker announced that the December 19<sup>th</sup> meeting of the Economic Development Commission has been cancelled.

Commissioner Gary Baker commended Commissioner Debbie Zimmerman on the success of the annual Town Christmas tree lighting activities.

*Commissioner Russell Winch made a motion, seconded by Commissioner Chad Weddle, to hold a closed legal meeting to discuss an illegal fence. The motion passed by a vote of 4-1, with Commissioner Chad Weddle in opposition.*

Burgess Whitmore announced the regular Wednesday trash pickup that falls on December 25<sup>th</sup> will be moved to Thursday, December 26<sup>th</sup>.

Burgess Whitmore announced that the next regular dumpster recycling that falls on December 25<sup>th</sup> will be moved to Monday, December 30<sup>th</sup>.

Commissioner Debbie Zimmerman reminded everyone to place their Clayton Lenhart Sausage grind FFA orders by 12/30.

Burgess Whitmore reviewed an email from the Frederick County MML group regarding the county's efforts to utilize a transfer tax in lieu of impact fees. *Commissioner Chad Weddle made a motion, seconded by Commissioner Russell Winch, to send a letter to the County that the Town supports the current system of impact fees for school construction and libraries. They are not in support of a hybrid system of taxes and fees to fund infrastructure. The motion passed by a vote of 5-0.* FYI- Ms. Rollins relayed the town's position to Mr. Jake Romanell, representing the MML group.

Ms. Hauver proposed that Commissioners recognize the retiring members of the Planning Commission and Board of Appeals at the next meeting in January. Mr. Lynn Moberly, Mr. Phil Smith, and Ms. Irene Weddle will be honored for their service to the Town.

Ms. Rollins reported that the November bulk trash collection yielded 35 tons of bulk trash at a tipping fee cost to the Town of \$2,700.

Ms. Rollins also notified the Burgess and Commissioners and citizens at the meeting that Christmas cards to be included in the military care packages were on the table needing signatures and words of encouragement for our military service men and women.

Commissioner Debbie Zimmerman asked the status of the water line in Greenbriar. Mr. DePaola reported that they had looked at the line, it runs ¼ mile to the property, and there is nothing recommended to be done at this time.

#### 8. SWEARING IN JOHN NICODEMUS AND DAVID ENNIS

Burgess Whitmore performed the swearing in oath to Mr. John Nicodemus, who has been appointed as the Alternate to the Ethics Commission.

Burgess Whitmore performed the swearing in oath to Mr. David Ennis, who was appointed to the Planning Commission.

#### 9. CITIZENS' QUESTIONS AND CONCERNS

David Masser, of Winterbrook, commended the maintenance staff on their good job of snow removal, but expressed the concern that during the last 2 storms, the snow plow on his street plowed the snow back into the driveways, going the opposite direction, unnecessarily reclosing areas that were already opened. Mr. DePaola will investigate and talk to the appropriate driver.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Gloria Long Rollins  
Town Manager