

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
May 11, 2016

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, May 11, 2016, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Gary Baker, Mary Ann Brodie-Ennis, Donald Schildt, Russell Winch, and Debbie Zimmerman, Town Manager Gloria Long Rollins, Planning and Zoning Administrator Susan Hauver, Public Works Director Bob DePaola, 11 citizens, Mike Persley from Frederick News-Post, and Ken Kellar from the Woodsboro Times.

The meeting was called to order with the Pledge of Allegiance and a prayer.

1. MINUTES

Commissioner Gary Baker made a motion, seconded by Commissioner Russell Winch, to approve both sets of minutes of the Town meeting and the Closed Personnel meeting minutes of April 27, 2016. The motion passed by a vote of 5-0.

2. INTRODUCTION OF ORDINANCE 2016-03 GENERAL FUND BUDGET

Discussion ensued regarding various aspects of the General Fund Budget:

Commissioner Russell Winch made a motion, seconded by Commissioner Debbie Zimmerman, to increase the proposed budget line item for the Economic Development Commission from \$5,000 to \$15,000. The motion failed by a vote of 2-3, with Commissioners Donald Schildt, Debbie Zimmerman, and Mary Ann Brodie-Ennis in opposition.

Burgess Chad Weddle discussed the possibility of adding 2 Maryland State Police Resident Troopers to our program. \$420,000 was the estimated increase in cost to the estimated FY 2017 contract in the amount of \$620,138. Commissioners Mary Ann Brodie-Ennis, Debbie Zimmerman, and Russell Winch expressed interest in exploring the addition of troopers. Cost offsets will be explored as well, per tax equity from the county and grants from the state.

Ms. Rollins noted that due to the proactive activities commissioners directed to the Code Enforcement Officer, more hours are required, and the budget should be increased to \$15,000.

Green Team Sustainability budget of \$10,000 was split to \$5,000 for Sustainability and \$5,000 for the Town's 125th Anniversary celebration.

Commissioner Donald Schildt made a motion to cap all salaries, including bonuses, at 3%. The motion died for lack of a second.

Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to introduce Ordinance 2016-03, the General Fund budget, including the modifications as discussed. The motion passed by a vote of 5-0.

Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to introduce Ordinance 2016-04, the Water Fund budget, as presented. The motion passed by a vote of 5-0.

3. CODE ENFORCEMENT STATS

Commissioners reviewed the 2016 Statistics for Code Enforcement for the first 4 months of the year as follows:

- Total complaints: 123
- Resolved by voluntary compliance: 112
- Resolved by town intervention: 2

Reported complaints not in violation: 3
Complaints initiated by Code Enforcement: 100
Fence inspections (prior to installation): 4

Commissioner Donald Schildt commented that a citizen had complained to him that the code enforcement violation citing was unfair, as his neighbors had violations that were not cited, and he did not want to rat them out. Commissioner Schildt expressed some confusion as to what the Code Enforcement Officer is doing. Burgess Weddle noted the Officer would come to a town meeting to report on activities.

4. APPOINTMENT TO BOARD OF APPEALS

Burgess Weddle recommended the appointment of Mr. John Thomas Gilbert to the Board of Appeals, to replace Mr. Ray Santullo who moved on to the Planning Commission.

Commissioner Donald Schildt made a motion, seconded by Commissioner Gary Baker, to appoint Mr. John Thomas Gilbert to the Board of Appeals. The motion passed by a vote of 5-0.

5. REQUEST FOR REDUCTION IN FEES: FREDERICK COUNTY LIBRARY

Ms. Hauver reviewed a request for a reduction of planning review fees charged for the library plans. Consensus among the commissioners was that we keep our standard policy to collect review fees per the adopted review fee schedule as utilized by the town engineer.

6. ACCOUNTS PAYABLE

Commissioner Russell Winch made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to pay the attached bills. The motion passed by a vote of 5-0.

7. COMMISSIONERS' CONCERNS

Burgess Weddle reported that there would be a rural water drill on Saturday morning from 8:00 a.m. to 12:00 noon. It is just a drill and citizens should not be concerned when they see the water tankers around town.

Burgess Weddle informed commissioners that a 1¢ increase in our real estate tax rate would result in \$57,938 in additional revenue. Staff was directed to advertise a possible 5¢ increase to the 15¢ per \$100 of assessed property value tax.

Commissioner Debbie Zimmerman informed commissioners that there will be the installation of a Born Learning Trail in Community Park. It will be installed on May 27th and will consist of 10 signs and a Welcome to the Born Learning Trail. It will cost the town approximately \$150 in cement and poles. It is a United Way project.

Commissioner Russell Winch reported that after review of the costs to build a pipeline and purchase water from the County/City of Frederick, in lieu of building a new water plant, we definitely need to proceed with our plans to build our own plant. He reported that the cost alone to wheel the water to the town exceeded \$13 million.

Commissioner Mary Ann Brodie-Ennis would like to advertise for a Green Team for the Town's sustainability initiative, and place informational flyers in the library.

Commissioner Donald Schildt reported that the Memorial Park survey was completed and that approximately 230 brick orders have been received. The orders will be proofread tomorrow.

Commissioner Donald Schildt asked the status of the illegal gravel driveway on Biggs Ford Road. Ms. Hauver notified him that she and Code Enforcement Officer Andy Dewese would be meeting with the homeowners and an update would be reported at that next town meeting.

Commissioner Debbie Zimmerman asked about the wall at Memorial Park and the obstructing guide wire. Mr. DePaola reported that Potomac Edison had recommended the wire stay and we work around it.

Ms. Rollins reported that two new employees have started working for the Town. Matthew Orndorff, as a water operator in training, and Ryan Knott as a maintenance technician.

Ms. Rollins shared an email from the Maryland DOT regarding the status of the Walkersville Southern Railroad track lease with the state.

Ms. Rollins reviewed the staff memo regarding the hearing date for approval of a loan of up to \$8,400,000 from the Drinking Water Revolving Loan Fund. The public hearing is June 17, 2016.

Ms. Hauver noted that the draft review plans for the Heritage Farm Park building have been received and are in the Frederick County permitting and review process.

Ms. Hauver reported that a meeting of the stakeholders of Richard Winn Lane has been scheduled for May 25th. Sheetz, Walkersville Self-Storage, Calvary Assembly, Andrew Toms, and Jim Fitzgerald of Century Center will be invited to attend.

Mr. DePaola reported that the new water line has been completed on Liberty Street and paving completion is expected next week.

8. CITIZENS' QUESTIONS AND CONCERNS

Brenda Starkey, of 227 Braeburn Drive, asked if the town had a way to address blighted properties. Burgess Weddle explained that property owners' rights are tantamount and at this time, we have no recourse to insist that owners maintain their property to certain standards. Commissioner Winch noted that we have been working on drafting a bill specific to Frederick County, and that we need to adopt International Building Codes. At this time, the Town Code has specifically adopted the Frederick County provisions for Building Construction; Electrical Standards (Chapter 15) and for Plumbing (Chapter 55), among others. There is no mechanism in place to force owners to maintain their properties. We anticipate a long struggle to accomplish this.

Tara Evans, of 307 Cramer Avenue, asked for a reduction in her \$440 water bill. Commissioners authorized the Town policy of a one-time recalculation to the industrial rate. Staff will be notified to recalculate the bill.

Burgess Weddle reviewed the announcements attached to the agenda, noting specifically May 21st as Walkersville Day, and May 30th office closing for the Memorial Day holiday.

No further business, so the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager