

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
November 9, 2016

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, November 9, 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, Planning and Zoning Administrator Susan Hauver, Town Manager Gloria Long Rollins, Public Works Director Bob DePaola, and 7 citizens.

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 Mary Ann Brodie-Ennis, to approve the Town meeting minutes of October 26, 2016. The motion passed by a vote of 5-0.

2. LIBRARY WATER TAP FEE

Ms. Hauver reviewed a request from the project manager for the Frederick County Public Library – Walkersville Branch. He asked that the water tap fee of \$6,000 be waived.

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Russell Winch, to not waive the water tap fee of \$6,000 for the library, Walkersville Branch. The motion passed by a vote of 5-0.

3. FORESTATION COMBO HERITAGE FARM PARK BUILDING AND WATER TREATMENT PLANT

Susan Hauver updated the commissioners on the required forestation for the Heritage Farm Park building and the water plant. Town engineers are working to combine the requirements into one larger forest, possibly to be located in Community Park's undeveloped 32 acre addition parcel near the Creekside area. Staff will contact Delegate Kathy Afzali to check on the possibility of obtaining free trees to plant, from State Highway Administration.

Commissioner Russell Winch made a motion, seconded by Commissioner Donald Schildt, to combine the 2 forestation requirements into one forested area to be determined. The motion passed by a vote of 4-1, with Commissioner Debbie Zimmerman in opposition.

4. BROCHURE DIRECTION

Commissioners discussed the following changes they would like to see in the Walkersville Business brochure:

- Commissioner Schildt would like to see all businesses, churches, and schools on the map
- Commissioner Baker would like to see a directional compass, indicating location of Frederick, Woodsboro, etc., to add perspective to the map
- Commissioner Winch noted that businesses currently on the map had been contacted and agreed to be on the map, some businesses declined, so he suggested we not unilaterally place all business without contact.

Burgess Weddle suggested that brochure information go out with the 125th letter information, and businesses can respond if they want to be included. For now, a limited number of the currently prepared brochure will go to print as is, so as not to waste the design costs and hard work of the committee in developing the brochure.

5. VETERANS' DAY PREPARATIONS

Commissioner Donald Schildt reported that everything is in place with the speaker, participation and job assignments, dedication of the wall of bricks, a flag presentation from Van Hollen's office, Walkersville Daycare, Post 11, a big turnout is expected.

6. ACCOUNTS PAYABLE AND SEPTEMBER 2016 FINANCIAL STATEMENTS

Commissioner Russell Winch made a motion, seconded by Commissioner Gary Baker, to approve the September 2016 financial statements and pay the attached bills. The motion passed by a vote of 5-0.

7. COMMISSIONERS' CONCERNS

Commissioner Donald Schildt asked if we should follow up with the horse farm annexation.

Commissioner Donald Schildt requested that a camera be placed to monitor crime at Five Points, the intersection of Main Street, Pennsylvania Avenue, and Liberty Street, at the Town's Memorial Park.

Commissioner Schildt noted that Winterbrook has requested additional police patrols at their storm pond due to vandalism occurring there.

Commissioner Mary Ann Brodie-Ennis reported that flyers regarding the Holiday decorating contest will be passed out at the Christmas Tree lighting on December 7, 2016.

Ms. Brodie-Ennis reported that the Green Team is reviewing requirements that need to be met in order to be designated a Sustainable town. She noted that Martha Bush is a great asset to the committee and that their next meeting will be Monday, December 5, 2016 at 6:30 p.m.

Commissioner Russell Winch reminded commissioners that the MML Frederick Chapter meeting will be held December 7, 2016 at Vintage Restaurant (in conflict with the Town's own annual tree lighting ☹). He also noted that at the MML February 27th meeting, a circuit rider grant writer will be available to help towns write and receive grants.

Commissioner Debbie Zimmerman reminded citizens of the Town's Annual Christmas tree lighting, on Wednesday, December 7th, at 7:30 p.m. Creamery Park. Commissioner Brodie-Ennis requested that there be joint singing and caroling for everyone after the performances of the various church choirs.

Mr. DePaola reported that the memorial brick wall is complete and looks good. He also reported that maintenance crew is working on crack sealing.

8. CITIZENS' QUESTIONS AND CONCERNS

Sandy Kilpatrick, 28 Frederick Street, reported a water leak at her connection at the street, claiming it the town responsibility due to improper installation and a missing metal sleeve on her connection. She noted when the town contractor Delauter installed new water main connections in 2013, hers was installed improperly, resulting in a \$529 water bill for this 6-month billing cycle. Commissioners discussed options such as forgiving part of the water that went through her meter. Citizen Dave Ennis noted the work was probably warranted for a one-year period.

Commissioner Donald Schildt made a motion, seconded by Commissioner Russell Winch, to contact the contractor Delauter and see if he will address the defect and then discuss solutions at the next town meeting in December. The motion passed by a vote of 5-0.

Steve Crawford, owner of rental property at Five Points, reported he will be installing cameras on his apartment building at Five Points and asked if the town would contribute to the cost of them since they will be monitoring the town's Memorial Park. Staff is to contact Crime Intervention Alarm to get a cost for installing the camera. Commissioner Donald Schildt, Dan Thomas, Steve Crawford, the beauty shop at Five Points are all in favor of installing the camera.

Lisa Foucart, 37 Fulton Avenue, would like cameras installed on Fulton Avenue. Burgess Weddle explained that the initial plan for the security camera system was to install on all town parks and properties, with the option of participating businesses to hook into the overall system.

Wenbin Ma, 8760 Beacon Circle, a rental property, asked that his tenant's bill be recalculated at the lower industrial rate with a possible payment plan. The property has an unintended long term water leak that resulted in an almost \$2,000 water bill. Commissioners agreed to have the bill recalculated for Mr. Ma.

Burgess Weddle reviewed the announcements and dates through the end of the year.

Commissioners Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker, to hold a closed legal and personnel meeting for the following: 1) personnel matter that affects 1 or more specific individuals, 2)to consult with staff, consultants, or other individuals about pending or potential litigation, 3) to give report of consultation with counsel, 4)to discuss public security regarding camera installation project. The motion passed by a vote of 4-1, with Commissioner Donald Schildt in opposition.

No further business, so the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager