

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
December 14 2016

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, December 14, 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, 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 Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Russ Winch, to approve the Town meeting and closed legal meeting minutes of November 9, 2016. The motion passed by a vote of 5-0. Mr. Winch clarified that with regard to the MML meeting that a circuit grant writer was to be discussed, not available at that meeting.

2. HERITAGE FARM PARK BUILDING PLANS

Ms. Hauver reviewed the status of the development plans for the Heritage Farm Park recreation and storage building.

Commissioner Debbie Zimmerman asked whether the project would be ready to go out to bid after the Planning Commission approves the site plan. Ms. Hauver expressed her unfamiliarity with construction and the bidding process details. A bid package with all the building and site specifications would need to be prepared.

Commissioner Schildt said that \$500,000 was too much to pay for a wrestling program that serves a few number of athletes. Mr. Mike Rice of GVAA said that the building was also planned for storage. Commissioner Zimmerman said that the building is needed and that she won't kick GVAA out of the manor house without a place to go. She noted that the money is there in the parks budget.

3. ACCOUNTS PAYABLE

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

4. COMMISSIONERS' CONCERNS

Commissioner Debbie Zimmerman wished everyone a Merry Christmas and prosperous new year. She noted that about 150 people came to the tree lighting and expressed thanks to those involved.

Commissioner Mary Ann Brodie-Ennis said that judging for the holiday decorating contest was going on. She asked Commissioner Winch to take pictures of winning homes.

Ms. Brodie-Ennis said that the Green Team spoke to Ms. Dawn Hipsley about managing the farmers market next year. They are considering locations, including Dr. Mimi McLaughlin's property at the corner of Antietan Drive and MD 194 and the Fire Company property. Commissioner Baker said that the fire company property would provide more space for vendors and parking. Commissioners discussed charging vendors for their space as well as paying the manager. Burgess Weddle suggested charging \$5 per week for 10 weeks to get \$50 for the season. He also suggested that the manager be given a \$20 stipend per week. Commissioner Baker asked that the manager be in charge of putting up and taking down the farmers market signs. Commissioner Schildt thought the stipend should be \$25 and the Commissioners agreed by common consent.

Ms. Brodie-Ennis said that she had gotten more information on the grant for LED street lights and that they have until February 2017 to get the application in.

Commissioner Gary Baker asked for an update on the cameras. Burgess Weddle said they need to be installed at Memorial Park/Five Points and that he and the State Police should be trained on how to monitor them.

Mr. Baker said that he would be attending a meeting with Mr. Charlie Nicodemus and Ms. Tracey Franklin, principal of Walkersville High School about celebrating the football team's State 2A championship.

Commissioner Donald Schildt said about 300 people attended the Veterans Day service and they received a lot of compliments on the brick wall. He said there were not enough seats for all the attendees.

Burgess Weddle reported on the packages and cards send to active military personnel from the Walkersville ZIP code area. He also reviewed the schedule of upcoming meetings.

Mr. Roger Wilson, Government Affairs Director with the County Executive's office congratulated the Town on the State championship. Burgess Weddle reported on the parade when the team returned to the school after the game.

Burgess Weddle noted that the streets would be swept one more time. He also said that the plans for the new water plant are about a month behind schedule. He reported that the work on the fence at Heritage Farm Park would be started. Town maintenance employee Ryan Orndorff will be starting water plant training.

Burgess Weddle asked for clarification from the Commissioners as to the water tap fee for nonprofits such as the library, churches and schools. He suggested that they be charged for half of the width of the pipe connection (connections are oversized to accommodate fire protection flow for sprinklers).

Commissioner Debbie Zimmerman made a motion, seconded by Commissioner Russ Winch to charge nonprofits a water tap fee equal to half of the connection size, provide half does not go below the line width they would need if there were no sprinklers. The motion passed on a vote of 5-0.

Burgess Weddle said that the Town had received a request from the developer of the Mill Run subdivision to put in trees in the grassy area between the sidewalk and the curb. He was not in favor of it due to potential future maintenance issues. It was suggested the street trees be a minimum of 10 feet from the sidewalk on the house side of the lot.

Burgess Weddle said that the Town attorney would be working on the Town acquiring right-of-way in front of two lots on Biggs Ford Road to allow for a continuous stretch of widening and curb, gutter and sidewalk in front of the Parkside development.

Burgess Weddle reviewed the plans of the 125th Anniversary Committee. All are invited to attend their meetings.

Public Works Director Bob DePaola commented on a complaint they had received that a water leak had caused a toilet to back-up. They investigated and found no evidence that the water leak was the cause.

Commissioners Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker, to hold a closed personnel meeting for the following: 1) personnel matter that affects 1 or more specific individuals. The motion passed by a vote of 5-0.

Commissioners discussed the speed signs and the report distributed by Mr. DePaola. The report can be used by the police to see where the speeding problems are.

5. CITIZENS' QUESTIONS AND CONCERNS

There were no citizen comments.

No further business, so the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Susan J. Hauver
Planning and Zoning Administrator