

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
May 24, 2017

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, May 24, 2017, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Gary Baker, Mary Ann Brodie-Ennis, and Donald Schildt, Planning and Zoning Administrator Susan Hauver, Town Manager Gloria Long Rollins, Public Works Director Bob DePaola, Nancy Lavin of the Frederick News-Post, and 12 citizens. Commissioners Russell Winch and Debbie Zimmerman were absent.

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 Gary Baker, to approve the Town meeting minutes of May 10, 2017. The motion passed by a vote of 3-0.*

2. ARIA 61-0328 MEMORIAL GROUP UPDATE

Mr. Van Adams and Mr. Bob Beach, Air Force retirees and members of the 4950<sup>th</sup> test wing at Wright-Patterson Air Force Base, Ohio updated the commissioners on the status of the plans for the installation of a memorial at Heritage Farm Park. Mr. Adams remarks included thanking the Town of Walkersville for the response on May 6, 1981 when the plane crashed near Heritage Farm Park in Walkersville. The Town had previously approved a memorial for the park and plans for its design were revised as follows: It will be modeled after the memorial on the Air Force base in Ohio, with a 10 x 10 foot concrete slab with a granite pedestal and brass plaque and memorial bench. He passed out booklets with photos of the memorial that will be replicated. Since park plans and layout have changed since 2005 and there is currently a disc golf course in the vicinity of the memorial location, we will walk the park and designate a perfect spot for the memorial. Commissioners and Park Committee members will meet on June 7<sup>th</sup> at 6:30 p.m. before the Parks Committee meeting to figure out a good location.

*Commissioner Donald Schildt made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to re-approve the installation of an ARIA 61-0328 memorial spot in Heritage Farm Park. The motion passed by a vote of 3-0.*

Commissioner Schildt asked if Town staff could install the 10 x 10 concrete pad and yes, they can.

The targeted completion date is May 2018, with a reunion of the ARIA family to be held at the park on Saturday, May 5<sup>th</sup>, and dedication of the memorial to take place on Sunday, May 6<sup>th</sup>, 2018.

3. ADOPTION OF ORDINANCE 2017-01 GENERAL FUND BUDGET

After review and discussion of the previous changes and adjustments to the introduced budget, *Commissioner Gary Baker made a motion, seconded by Commissioner Donald Schildt, to adopt Ordinance 2017-01, the FY 2018 General Fund budget as presented. The motion passed by a vote of 3-0.*

Commissioners also discussed the hiring of a part-time person to learn the responsibilities of office personnel as staff retires.

4. ADOPT FY 2018 TAX RATE

*Commissioner Donald Schildt made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to adopt the current tax rate of 16¢ per \$100 of assessed real property value. The motion passed by a vote of 3-0.*

Burgess Weddle noted, still the lowest tax rate in the State of Maryland for a municipality with a population of 2,500 or greater.

## 5. ADOPTION OF ORDINANCE 2017-01 WATER FUND BUDGET

Burgess Weddle asked that wording for the amount available from savings be changed to “To be used for Water Treatment Plant”, rather than “designated from Surplus and Other Sources.”

*Commissioner Gary Baker made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to adopt Ordinance 2017-02, the FY 2018 Water Fund budget. The motion passed on a vote of 3-0.*

## 6. UPDATE ON CAMERA INSTALLATION AT FIVE POINTS

The representative from Crime Intervention Alarm was scheduled to update the commissioners but was unable to attend the meeting. Commissioner Schildt expressed his total disappointment in the security camera company. Burgess Weddle noted he will review the purchase agreement and draft a response to the situation.

## 7. UPDATE ON 125<sup>TH</sup> ANNIVERSARY

Burgess Weddle reported on Walkersville Day, the less than ideal weather, walking tour w/trivia, Christmas ornaments for sale \$20, pottery pitcher and crock for sale each \$28, coasters featuring Russ Winch photography sets of 4, \$15, polo shirts \$20, t-shirts \$17. Items can be purchased from Town Hall or Abloom. Special thanks to Abloom and Grimes Graphics for their help in designing and ordering celebratory memorabilia for the Town’s anniversary.

Review of upcoming events:

- May 27 – Community Park – Cubmudder (go to [www.Cubmudder.org](http://www.Cubmudder.org))  
Burgess Weddle in the dunk tank 1 – 1:30 p.m.
- June 10 – Bulk trash – put items at the curb anytime after Wednesday trash pickup
- July 3 – Special 125<sup>th</sup> Anniversary fireworks sponsored by the Town
- July 4 – Parade 4:00 p.m.
- July 5 – Raindate Parade 6:30 p.m.
- July 5 – Fire Company Carnival fireworks
- August – geocaching/scavenger hunt
- September – HFP community picnic w/food, games, Green Team event

## 8. ACCOUNTS PAYABLE

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker, to pay the attached bills. The motion passed by a vote of 3-0.*

## 9. COMMISSIONERS’ CONCERNS

Commissioner Donald Schildt reported that the bus trip to the Vietnam Memorial in Washington, DC went very well and he wants to arrange another one in November.

Commissioner Donald Schildt noted that the WHS Football sign with the recent championship included looks good.

Commissioner Schildt would like to see extra police patrols after school lets out for the summer, noting increased vandalism when kids are not in school.

Commissioner Schildt asked for an update on the GVAA building. Ms. Rollins and Ms. Hauver reported on today’s meeting with Arro Engineering and the plan to combine forestation requirements for the new building and the new water plant onto a parcel dedicated to the Town by Parkside development. Since the parcel has not yet been transferred to the Town, plans for the building are stalled. Commissioners agreed to change plan for forestation to do plantings in our available 32 acres of Community Park, hence moving forward on building progress. Ms. Lucinda Stevens, Arro Engineers, will be working on the site plan and building specs for bidding purposes.

Commissioner Baker asked if the Planning Commission minutes could be put on the website. Ms. Rollins explained that the structure of the site was not currently set up with a page for Planning Commission minutes, but staff would continue to work on it, hiring a consultant if necessary.

Commissioner Mary Ann Brodie-Ennis announced that it is National Public Works Week and thanked Mr. DePaola and all the public works staff for all their hard work.

Commissioner Mary Ann Brodie-Ennis reported that the Farmers' Market will be held on Fridays starting June 9!

Ms. Rollins reported on a meeting with ARRO Engineers regarding the Town's responsibilities for implementing the MS4 Permit for stormwater management. She notified them of some future work including adopting an ordinance addressing the handling of illicit discharges into the stormwater system. The Town's GIS maps will be updated to include the newest version of the GIS system and revisions of the current maps. Extreme public information and awareness will be implemented with brochures, website, mailings, Facebook, and Channel 99, including procedures for reporting perpetrators of dumping anything but rainwater into the system.

Ms. Hauver reported that the Planning Commission approved a site plan for the new tenant of the Red Cross building.

#### 10. CITIZENS' QUESTIONS AND CONCERNS

Alyssa Lyons, Edinburgh Way, requested relief from a large water bill. Burgess and Commissioners directed that the bill be recalculated at the lower Industrial rate for a one-time reduction.

Bill Butler, 114 Challedon Drive, expressed his gratitude for the bus trip to the Vietnam Memorial.

Sarah Chanhdysoth, 112 Dunsford Court, (Loretta Newton, landlord), asked for relief from a huge water bill. Burgess and Commissioners directed that the bill be recalculated at the lower Industrial rate for a one-time reduction.

Burgess Weddle reminded everyone of the upcoming "Dinner in the Dark" event sponsored by the Walkersville Leos on June 9<sup>th</sup>. Tickets are \$50 for the fundraiser for Leader Dogs for the Blind. Town will put the event announcement on the Facebook page.

Burgess Weddle reviewed a request for a resident to park his tractor, but not the trailer, in the Town Hall parking lot from Friday night to Monday mornings. *Commissioner Donald Schildt made a motion, seconded by Commissioner Gary Baker, to allow the tractor parking on a trial basis for 2-months after an insurance waiver is received. The situation will then be evaluated to decide if it can continue. The motion passed by a vote of 3-0.*

Burgess Weddle presented a request to hire Whitman-Reichert for contract contingent items, 1) Bidding Phase Services in the amount of \$4,950 and 2) Construction Surveillance services in the amount of \$49,500 for the proposed water plant. *Commissioner Donald Schildt made a motion, seconded by Commissioner Gary Baker, to allocate up to \$58,550 for items (F.) and (H.) of the Whitman-Reichert contract. The motion passed by a vote of 3-0.*

Burgess Weddle reviewed the upcoming meeting and event dates and wished everyone a peaceful and honorable Memorial Day.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Gloria Long Rollins  
Town Manager