

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
June 27, 2018

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, June 27, 2018, 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, TFC Kyle Knowles, 12 citizens, and Nancy Lavin of the Frederick News Post.

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 both the Town meeting and the Closed Legal and Personnel meeting minutes of June 13, 2018. The motion passed by a vote of 5-0.*

2. CHANGE ORDER INFO – RESPONSE FROM WRA

Commissioners continue to question the validity of the change order increase in price for the micro-filters for the new water plant. Commissioner Russell Winch would like to know the date the escalation kicked in and the calculation used to arrive at the additional cost of \$ 28,907.28 for the delay in receiving notice to fabricate the new filters.

3. ETHICS COMMISSION APPOINTMENTS

*Commissioner Russell Winch made a motion, seconded by Commissioner Donald Schildt, to appoint Suzan Thompson, Jayme Eaves, and Ronald Layman to the Town's Ethics Commissioner. The motion passed by a vote of 5-0.*

4. BOARD OF ELECTION SUPERVISORS APPOINTMENTS – SHORTAGE DISCUSSION

Burgess Weddle noted that 5 Election Supervisors are needed and to date, only 3 have applied. Citizens interested in serving the Town in this capacity should contact Town Hall for specifics on being appointed.

5. SPECIFICS ON TRASH CONTRACT

As a follow-up to the discussion from the June 13<sup>th</sup> town meeting, pages from the scope of work from the trash contract were presented. Under COLLECTION PROCEDURES it states “\*Handling of Refuse – Rigid containers, including cans and plastic containers, will be carefully handled by the Contractor and will be thoroughly emptied and left on the premises, off sidewalk pavement, standing upright, either end up with the cover in close proximity. Refuse carts will be returned to their origination point standing upright with the cover in a closed position.”

6. CHICKEN ORDINANCE

In response to an unhappy person's complaint of chicken smells from her next door neighbor's chickens, staff provided copies of chicken ordinances from Frederick City and Emmitsburg. Commissioners will consider if any restrictions will be placed on ownership of chickens and caring for them on in-town property. Burgess Weddle will draft an ordinance to be considered at the July 11<sup>th</sup> meeting. Several commissioners were not in favor of placing any restrictions on owning chickens in our agricultural community.

7. SIDEWALK ORDINANCE

Discussion ensued once again regarding sidewalks in disrepair in the town, particularly Old Town. Commissioner Winch suggested we review the sidewalk ordinances for Annapolis and Frederick City and agrees there needs to be a standard for the Code Enforcer to enforce. Commissioner Schildt suggested that we act on the complaint that has been made on sidewalks abutting 26 and 28 Pennsylvania Avenue.

Commissioner Schildt made a motion to send letters to 26 and 28 Pennsylvania Avenue requiring them to get into compliance. It was determined that a motion was not needed, that the Code Enforcer can notify the property owners that a complaint has been made about the state of their sidewalks. No decision was made on a sidewalk ordinance and we moved on to the next agenda item.

#### 8. TROOPER INTERRUPTION

At this point in the meeting, TFC Kyle Knowles asked if anyone had any questions for him as he had to depart to handle another work-related issue. Ms. Gail Andriani, from the audience, asked if there was an acceptable decibel level for cars revving their engines around town. The trooper suggested providing an address or tag number so the vehicle could be caught in the act.

#### 9. REPORT ON TRAFFIC DEVICES ON DEVILBISS BRIDGE ROAD FROM FREDERICK COUNTY

The report from Frederick County on the school zone between Glade Elementary and Heritage Farm Park received mixed reactions from commissioners. All signs will be implemented per the Manual on Uniform Traffic Devices, despite a feeling among some that there are way too many signs. Some of the signs that Kelly Woods has not been able to find to order will be fabricated for us by the Frederick County sign shop. Also, both of the signs in the crosswalk have been demolished by farm equipment so will not be replaced.

#### 10. AWARD CONTRACT FOR ON-CALL ENGINEERING SERVICES

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Russell Winch, to award the On-call Engineering services contract to Wilson T. Ballard at an hourly rate of \$108.17. The motion passed by a vote of 5-0.*

#### 11. ENGINEERING SERVICES FOR GLADE VILLAGE WATER MAIN REPLACEMENT

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker, to award the engineering services for the Glade Village water main replacement to Fox & Associates in the amount of \$29,500. The motion passed by a vote of 5-0.*

Commissioner Russell Winch wondered aloud why inspection services were not included in the contract. Mr. DePaola responded that the Public Works Department would be responsible for the inspection of the work.

#### 12. ACCOUNTS PAYABLE

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

#### 13. COMMISSIONERS' CONCERNS

Commissioner Debbie Zimmerman encouraged everyone to please come to the Walkersville Carnival next week.

Commissioner Donald Schildt updated commissioners on his wall project noting that he hopes for construction mid-July. He noted that to date there is no brick layer engaged to do the work.

Commissioner Donald Schildt noted that he has several complaints about our Code Enforcer as follows:

- Trees blocking sidewalks
- Junk cars
- Trees in the street
- Weeds over 3 foot tall

He noted that there are quite a few violations that are obvious and not just in one area and he addressed several of them with him back the first week in May and they haven't been addressed yet. He also discussed that the carnival's coming up and people will be walking on the sidewalk and the tree down by the middle school is hanging over the pavement. There is one by the post office and several of them around town. Trucks get scratched because trees are hanging in the street.

Mr. DePaola notified commissioners that construction trailers have been placed for the new water plant construction.

Mr. DePaola reported that several applications have been received for the hiring of a new maintenance worker.

Ms. Hauver notified commissioners that construction on the entrance at the Bell Property is starting and will have no interference with the carnival.

Burgess Weddle reviewed the announcements as follows:

- July 4 – Independence Day – Office Closed
- July 10 – Planning Commission Workshop
- July 11 – Town Meeting
- July 24 – Planning Commission
- July 25 – Time Capsule placement, 7:30 p.m. behind Town Hall
- Aug. 1- Parks Committee
- Aug. 8 – Town Meeting
- Aug. 13 – Deadline to file Certificate of Candidacy
- Aug. 22 – Town Meeting
- Aug. 28 – Planning Commission

#### 14. CITIZENS' QUESTIONS AND CONCERNS

Gail Andriani, 25 East Pennsylvania Avenue, reported that the 2<sup>nd</sup> house down from Memorial Park has a sidewalk like gravel. She asked aren't town taxes paying for sidewalk replacement? She also reported that in the Town Code it should be addressed that the alleys all over town have overhung trees and homeowners equipment blocking them. She also feels that chickens are ok if they stay on their own property and don't roam around the streets. And she enjoys hearing the roosters crowing.

Bob Sussman, 103 Colony Way, reported that he utilizes the Heritage Farm Park walking paths and disc golf course. He stated the grounds are beautiful but Mother Nature has created some water obstacles. He wondered if we would be spraying for mosquitos and also there are caterpillar nests in some of the trees. He noted he likes the extra port-a-pots around but there is lots of litter from the ball tournaments and extra tree limbs laying around from recent storms.

Michael Bailey, 230 Cobble Way, noted that the Frederick County code refers to high and low density sectors in regards to the chicken ordinance. He suggested adding beekeeping to the ordinance for consideration. He noted that he noticed minutes from previous meetings and wondered why commissioners were not endorsing a Farmers' Market. Commissioners explained the attempts at supporting a Farmers' Market and the lack of a market manager and enough vendors to sustain it.

Ron Layman, 24 W. Frederick Street, reported that the well is completed at the watershed but not yet operational. He noted that he has plans available for viewing for the building that we approved?

Gail Andriani, again, 25 East Pennsylvania Ave, reported that the little pavilion at Creamery Park has lots of trash along the basketball court.

The meeting adjourned at 9:15 p.m. Next meeting will be July 11<sup>th</sup>. Please attend the carnival and Happy 4<sup>th</sup> of July!!!

Respectfully submitted,

Gloria Long Rollins  
Town Manager