

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
September 12, 2018

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, September 12, 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, Public Works Director Bob DePaola, Town Manager Gloria Long Rollins, Ken Kellar of the Woodsboro Times, and 46 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 Russell Winch, to approve the Town meeting minutes of August 22, 2018. The motion passed by a vote of 4-0-1, with Commissioner Gary Baker abstaining.*

2. UNIFIED SPORTS CERTIFICATE PRESENTATION

Commissioners Gary Baker and Donald Schildt read the names and presented congratulatory certificates to members of the Walkersville High School Unified Sports Championship teams, in tennis, bocce, and track: - Mekayla Chau, Sean Downes, Jameson Hahn, Garrett Kreimer, Samantha Mallick, Herbert Matthews, Nina Matthews, Paul McClelland, coach, James Roderuck, Nathan Stambach, Emily Yeeles.

3. HERITAGE FARM PARK BARN PRESENTATION BY JOE LUBOZYNSKI AND DEAN FITZGERALD

Mr. Joe Lubozynski and Mr. Dean Fitzgerald presented a powerpoint presentation with ideas for uses for the bank barn located at Heritage Farm Park. Repairs are needed in several phases to preserve the building but the barn is in good condition considering its neglect over the years. A list of repair priorities was presented as follows:

Level One \$29,042 –includes:

- Paint the entire roof with a rust inhibitive paint.
- Repair the open cross seam on the west side of the roof.
- Snow boards should be installed on both sides of the roof. Replace missing brackets.
- Secure the rafter feet to the P1 plate with either timber screws or strong tie straps.
- Replace the gutter on the forebay side of the barn.
- Apply a borate preservative to the bent posts at the wagon doors.

Level Two \$9,835 – includes:

- Repair or replace the windows in the granary.
- Replace the wood louvers with new wood louvers with vanes, and sills.

Level Three \$34,282 – includes:

- Replace the deteriorated portions of the P6 sill, and posts at the straw doors.
- Replace the wood siding on the forebay wall.

Level Four \$46,694 – includes:

- Replace the defective SB1 summer beam, and framing near the wagon doors.
- Raise the floor framing to mitigate the settlement
- Provide new foundations for all of the summer beam posts.
- Apply a borate preservative to the bottoms of the summer beam posts, and to the ends of the summer beams bearing on the stone walls.
- Install steel rods from P1 to P2 in bents 2 and 4.
- Install a steel bracket or rod to reinforce the tie beam to post connection in bent 2 at P5.
- Replace the missing scaffold beam in bent 3.

Mr. Fitzgerald reviewed possible uses for the barn, including wedding venue, family reunions, use as a residence or school, or continue to use as a utility building. Safety, engineering, and climatizing are to be considered. Estimated cost to make it ready for human inhabitation would be in the \$1 million dollar range. He showed beautiful photos of completed barns that were converted into residences and schools, and storage. Commissioners agreed to consider the options and await the installation of new Burgess and Commissioners to seriously make any decisions.

4. RESOLUTION 2018-03 – CONFIRMING APPROVAL OF TOWN ATTORNEY, TOWN CLERK, TOWN TREASURER, AND TOWN MANAGER TITLE

Burgess Weddle explained the need to adopt this resolution as needed for our water plant funding. The resolution confirms that the Burgess and Commissioners appointed Gloria Long Rollins as Town Clerk and Town Treasurer (also known as Town Administrator and Town Manager) as of December 13, 1995, and appointed David A. Severn as Town Attorney effective August 8, 2001.

*Commissioner Russell Winch made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to adopt Resolution 2018-03 confirming the appointment of Gloria Long Rollins as Town Clerk and Town Treasurer, also known as Town Administrator and Town Manager, as of December 13, 1995 and Mr. David A. Severn as Town Attorney effective August 8, 2001. The motion passed by a vote of 5-0.*

5. COST ESTIMATE FOR RIGHT TURN IN/RIGHT TURN OUT INSTALLATION AT FOUNTAIN ROCK ROAD – BRIAN BIDLE OF LENHART TRAFFIC CONSULTING

Mr. Brian Bidle, engineer with Lenhart Traffic Consulting reviewed the plans and cost estimate for installing a 250 ft. long and 4 ft. wide median on MD Rt. 194 at the intersection of Fountain Rock Road. The estimate is \$47,350.

*Commissioner Gary Baker made a motion, seconded by Commissioner Russell Winch, to proceed with the median installation for the right turn in/right turn out at Fountain Rock Road at a cost estimated at \$47,350. The motion passed by a vote of 5-0.*

6. WRA CONTRACT AMENDMENT FOR WATER PLANT CONSTRUCTION FEE SERVICES

Discussion ensued regarding the proposed WRA contract amendment for construction fee services in the amount of \$ 204,765. Questions arose as to why the original budgeted 300 hours was not enough and the proposal included an additional 941 hours. Commissioners need more information on the original contract specs and therefore, did not approve this contract amendment.

7. APPROVAL LETTER FOR T-MOBILE GENERATOR INSTALLATION – CRUM ROAD WATER TOWER

Commissioner Russell Winch, reported, after viewing plans, that T-Mobile is planning to install a simple, little generator at the Crum water tower. He noted that Planning and Zoning specs for diesel tank generator have been adopted and so they must comply with those. Ms. Hauver will insure, through the Zoning Certificate that compliance is met.

*Commissioner Russell Winch made a motion, seconded by Commissioner Gary Baker, to approve the recommendation letter for the T-Mobile generator at Crum water tower, pending Ms. Hauver's zoning certificate approval. The motion passed by a vote of 5-0.*

8. ACCOUNTS PAYABLE

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

9. OATH OF OFFICE – TOWN CLERK AND TOWN TREASURER

Burgess Weddle administered the Oaths of Office to Ms. Gloria Long Rollins for the offices of Town Clerk and Town Treasurer.

## 10. ANNOUNCE SEPTEMBER 10<sup>TH</sup> ELECTION RESULTS

Burgess Weddle read the September 10<sup>th</sup> election results as follows:

- Of 4,500 Registered Voters, 672 Ballots were cast. (14.9%)

For Burgess – Don Schildt 186  
Chad W. Weddle 312  
Russell Winch 164

For Commissioner - Michael Reed Bailey 277  
Mary Elizabeth “Betsey” Brannen 274  
Mitchell Brannen 163  
Mary Ann Brodie-Ennis 365  
Jacki Fogle Dvorak 209  
Tom Gilbert 377  
Michael L. McNiesh 301  
Robert Davison Port 35  
Dan Yeeles 113  
Robert “Bob” Yoder 221  
John Zimmerman, Jr. 279

## 11. COMMISSIONERS' CONCERNS

Commissioner Debbie Zimmerman asked the status of the Heritage Farm Park building. Ms. Hauver reported an email received today from Nate Merkel of ARRO Engineering reporting that all comments from Frederick County had been addressed to date and it should be able to bid for construction by the end of October.

Commissioner Mary Ann Brodie-Ennis noted that a partisan postcard had been sent out to all Democrats during the days up to the Town Election and that she was personally offended that her name had been used without her permission and stressed that the Town Commissioners are a non-partisan group, working only for the best decisions for the Town.

Commissioner Donald Schildt reported that a correction to the minutes is needed for the meeting that took place Friday, 8/24, at 4:30 p.m. included Commissioners Russ Winch, Gary Baker, Mary Ann Brodie-Ennis, Burgess Chad Weddle, Mr. Robert DePaola, 2 representatives from Ausherman, and most of the property owners in the Mill Run subdivision.

Commissioner Schildt asked that the blasting notification for 250 feet be expanded to notification of all of Winterbrook subdivision, although there is no requirement in the Town Code for notification of the neighboring properties.

Commissioner Schildt reported that almost everything is lined up for the annual Veterans' Day Ceremony, including the speaker, band, bricks, and tents. He noted that he is willing to continue serving as the organizer of the event and by unanimous consent, this was approved.

Ms. Susan Hauver reported that she would be advertising for open positions on the Planning Commission and the (Planning and Zoning) Board of Appeals, due to the election to commission of Mr. John Zimmerman and Mr. Tom Gilbert, respectively.

Mr. Robert DePaola reported that he had met with Ausherman regarding the flooding issue at Mill Run. He noted that Ausherman will be checking the grade of the berm and trying to see if they can fix the flooding problem.

Burgess Weddle read the announcements for meetings in the upcoming weeks:

- Tues., Sept. 25 – Water Disconnects
- Tues., Sept. 25 – Planning Commissioner
- Wed., Sept. 26, 7:30 p.m. - Town Meeting
- Wed., Oct. 3, 7:30 p.m. – Parks Committee
- Tues., Oct. 9, 7:30 p.m. – Planning Workshop

- Wed., Oct. 10, 7:30 p.m. – Town Meeting
- Tues., Oct. 23, 7:30 p.m. – Planning Commission
- Wed., Oct. 24, 7:30 p.m. – Town Meeting

## 12. CITIZENS' QUESTIONS AND CONCERNS

Mitch Brannen, 56 Maple Avenue, reported that on June 13<sup>th</sup>, 91 days ago, the sidewalk issue in town had been brought up and discussed. He noted that it had not been addressed since and there has still been no decision. He noted that he fell on 7/25 at the park because of uneven sidewalks. Commissioner Mary Ann Brodie-Ennis explained that there is a process of notification by the Code Enforcement Officer. Mr. Brannen claimed there is \$70,000 allocated to sidewalks and there are issues across town. (Town Manager has been unable to locate this amount in the adopted FY2019 budget).

Burgess Weddle announced the next meeting Wednesday, September 26<sup>th</sup> at 7:30 p.m.

Meeting adjourned at 9:25 p.m.

Respectfully submitted,

Gloria Long Rollins  
Town Manager