

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
April 24, 2019

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, April 24, 2019, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Michael Bailey, Mary Ann Brodie-Ennis, Tom Gilbert, Michael McNiesh, and John Zimmerman, Public Works Director Bob DePaola, Planning and Zoning Administrator Susan Hauver, Town Manager Gloria Long Rollins, MD State Police Resident Troopers Cpl. Gary Conklin, Joe Kelley, Bicycle/Pedestrian Coordinator for Frederick County, and 9 citizens.

The meeting was called to order with the Pledge of Allegiance and a prayer.

1. MINUTES

Commissioner Michael McNiesh noted 2 changes needed in the 4/10/2019 minutes. He stated that the Commissioners' Concerns were out of order and that he was not first. Also, on #4 Costs for One or Two Additional Troopers, he wanted to reiterate that he had disagreed with Commissioner John Zimmerman on the Town having 24/7 police coverage through the Maryland State Police Barrack and the Frederick County Sheriff's Department.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert, to approve the Town meeting minutes of April 10, 2019, with the above corrections. The motion passed by a vote of 5-0.*

2. PUBLIC HEARING ON RESOLUTION 2019-01 AN AMENDMENT TO CHANGE THE TOWN CHARTER IN REGARDS TO MEETINGS OF COMMISSIONERS

Burgess Weddle read the full comments of each response sent in for the public hearing via email as follows:

Lu Anne Bankert, 212 Solar Drive – in favor of the resolution  
Mitch Brannen, 56 Maple Avenue – not in favor of the resolution  
Erin Wilson, 232 Polaris Drive – in favor of the resolution  
Karen Miller, 114 Bedrock Drive – in favor of the resolution  
Katrina Anderson, 207 Cobble Way – in favor of the resolution  
John Moldenhauer, 258 Deer Run Drive – in favor of the resolution  
Ann Moldenhauer, 258 Deer Run Drive – in favor of the resolution

At this point, Gundars Osvalds, 108 Challedon Drive, expressed his concerns regarding signage around Walkersville, signs on SHA property, and nothing regarding Resolution 2019-01 public hearing. Burgess Weddle explained that his concerns were more appropriate to be addressed during the Citizens' Questions and Concerns portion of the meeting.

The public hearing was closed. Commissioner Michael McNiesh explained that while he had initiated the resolution, it ended up being the work of 4 out of 5 commissioners. There were many amendments to the original draft of the resolution.

*Commissioner Michael McNiesh made a motion, seconded by Commissioner Michael Bailey, to adopt Resolution 2019-01 to amend the Town Charter and allow commissioners' meeting participation by telephone or video conference call, but prohibits casting a vote or being counted as present for the meeting. The motion passed by a vote of 4-1, with Commissioner John Zimmerman in opposition.*

3. PRESENTATION ON PEDESTRIAN/BICYCLE TRAILS – JOE KELLEY, FREDERICK COUNTY

Joe Kelley and John Burns of Frederick County were in attendance to garner town support for the plans for the bike trails planned by Frederick County. Mr. Kelley explained the County's bike plan action items as follows: 1- hire him, 2- create an advisory committee, 3- prioritize trails. He explained that the trail between Frederick and Walkersville is the #1 priority established. It will run from Tuscarora Creek to Fountainrock Park, utilizing the railroad tracks and eventually building a bridge over Rt. 26. Phase 2 will be a trail from Fountainrock Park to Heritage Farm Park. He asked for the Town's support/thoughts on the plans. He will be applying for grant money for design and construction of the trail and would need a

letter of support from the Town to accompany the grant application. He reported that Frederick County has \$240K in the budget for design of the trail and that the State of MD would reimburse the County 80% of the cost through the Bikeways grant program.

*Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to approve sending a letter of support from the Town of Walkersville to accompany Mr. Kelley's application for Phase 1 of the project. The motion passed by a vote of 5-0.*

#### 4. REVIEW PARKS COMMITTEE APPLICANT LETTERS

Burgess Weddle reviewed letters of interest for the Parks Committee positions. Letters of interest were received from Artie Fauble, Karalyn Lubold, John Moldenhauer, and Connie Zimmerman-Wetzel. Burgess Weddle recommended appointment of Artie Fauble as he is a current member of the Parks Committee and is interested in continuing to serve the Town in that capacity. Commissioner McNiesh wants to assure that appointees are engaged. Commissioner Brodie-Ennis reported that the Parks Committee is evolving and Mr. Fauble is excited and interested in the evolving Parks Committee.

*Commissioner Michael McNiesh made a motion, seconded by Commissioner Tom Gilbert, to reappoint Mr. Artie Fauble to the Parks Committee with a term beginning 4/24/2019 through 4/24/2021. The motion passed by a vote of 5-0.*

Commissioner Tom Gilbert asked for the specifics of number of members on the Parks Committee and terms and staggering. Parks Committee consists of 7 members, which includes the Commissioner liaison Mary Ann Brodie-Ennis. There are 2-year staggered terms as follows: Jim Beard 1/2020, Kitty Baker 1/2020, Mitch Brannen 2/2020, Jay Lochner 11/2020, Artie Fauble 4/2021, and vacant TBD.

After discussion, it was determined that the policy, although not written in the Town Code, will be to appoint citizens within the Town limits to the committees and commissions in the Town. Burgess Weddle will notify Ms. Connie Zimmerman-Wetzel that as an out of town resident, she will not be appointed to the Parks Committee.

The remaining applicants will be considered by the Parks Committee, and the committee will make a recommendation to the Burgess & Commissioners, to be appointed at the May 8<sup>th</sup> meeting.

#### 5. FY 2020 GENERAL FUND AND WATER FUND BUDGET PREVIEW

The General Fund budget preview is in the amount of \$3,932,654. Commissioner Michael Bailey asked questions on the following categories:

- What is the Police Protection grant in the amount of \$44,144 and how is it calculated? Based on the number of troopers and the population and previous expenses.
- Noted that Advertising and public notices is up from a \$3,000 budget in FY 2019 that is already overspent, to \$5,000 in the preview of FY 2020.
- Office salaries category – 5% projected increase plus a part-time new office hire planned.
- Community donations category includes \$750 for WHS Safe and Sane, \$200 for Glade Valley Community Show, \$300 for Drug information program, \$2,500 for Walkersville Library lunch program. Annual donations to the Walkersville Fire Company and Walkersville Rescue Company are separate line items of \$12,500 each. Discussion ensued regarding requiring all organizations requesting funding to come before the Burgess and Commissioners every year to make and justify their request.
- Parks budget of \$40,000 will add the Spring festival \$3,000, the Fall Festival \$5,000, and Christkindlmarket \$600 for at total budget of \$48,600.
- Program Open Space has budgeted \$266,584 for the Heritage Farm Park new building with a reimbursement projected of \$189,925 approved funding from the Maryland State Board of Public Works. The Town has received 2 bids for construction of the building in the amounts of \$675,513 and \$459,250 so the remaining costs for the building construction will need to come from the annual Parks Accrual funds (\$289,441 available to date). We've already spent \$81,907 on engineering and design and bidding fees for the building.
- Commissioner Bailey asked if the stabilization estimate for the HFP barn could be paid for with reserve funds. At this time it would not be necessary to do so as the current budget proposal would be able to fund the stabilization from current funds. There is currently \$10,376 available to be budgeted in the FY 2020 budget.

- Commissioner Bailey asked about the amounts of Developer Connection fees for the Bell property in the Water Fund budget. Ms. Rollins explained that the connection fees are not included in the operating budget as they are supposed to be used to support the expansion of capacity in the system, i.e. go to the costs of the new water plant rather than being spent on operations.
- Commissioner Michael McNiesh asked if the water line replacement budgeted in the Water Fund in the amount of \$838,800 could be paid for with the reserve funds of the General Fund. The Water Fund, being a proprietary/enterprise fund is supposed to be self sustaining. The funds received from taxpayers in the General Fund cannot be used to support the water system that serves in and out of town residents.
- Commissioner Bailey noted the deficit of \$337,315 in the water fund and reluctantly noted that water rates will need to be raised to support the costs of operating the water fund.
- Commissioner Tom Gilbert suggested we implement a policy of incentive payments for timely notification of retirement plans. He noted that it had worked well for his employer and is a win-win for the employee and the employer. Several commissioners agreed that they were familiar with this policy and it works well. Commissioner Gilbert suggested \$10,000 be put in the budget and details of the policy be worked out in the future.

## 6. ACCOUNTS PAYABLE AND MARCH 2019 FINANCIAL STATEMENTS

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert, to pay the attached bills and approve the March 2019 financial statements. The motion passed by a vote of 5-0.*

## 7. COMMISSIONERS' CONCERNS

Commissioner Michael Bailey reported that he is working on Town Code amendments for the Parks Committee, Planning Commission, and other committees regarding residency requirements, and a vacant and blighted property ordinance that will require owners to register and pay fees on vacant and blighted properties.

Commissioner Michael McNiesh noted he had received a list of questions from reporter Ken Kellar and that he would be answering and sending copy of his responses to the Burgess and Commissioners.

Commissioner Tom Gilbert noted that in regards to the plans for the new Welcome to Walkersville sign, that the new sign at the Methodist Church is very attractive and a nice size. Commissioner Mary Ann Brodie-Ennis recommended that everyone take time to go look at the Thurmont Gateway to the Mountains sign, with its seal and size and appearance.

Commissioner Tom Gilbert expressed his concern with stormwater management issues discussed at the Planning Commission meeting regarding the Rock Creek School. He asked if flooding issues expected at Glade Village and Mill Run could be mitigated by enlarging the culverts under the railroad track. Mr. DePaola explained that he doesn't think it's an issue, that the engineer gave us a map that indicates the flow is coming from the bowling alley area. He noted that there are no problems with the retention pond behind Mill Run.

Commissioner Mary Ann Brodie-Ennis reported that 29 LED light installation has been completed by Charlie Adkins with 22 on South Glade Road, 5 on Colony Drive, and 4 on Stauffer Court. We are now eligible to receive our \$2,635 reimbursement. We will continue to pursue grants as available for more LED lights but the cost has increased substantially due to tariffs.

Commissioner Brodie-Ennis thanked the Planning Commission and Susan Hauver on their work with the Rock Creek School design and plans. She noted that they have finally listened to the input and concerns of the citizens and have made changes in their designs accordingly. This includes the retaining wall and the concrete swale that have been replaced with more acceptable options.

Commissioner Brodie-Ennis reported that she is awaiting a call back from Mr. Baum regarding the Welcome to Walkersville sign design options.

## 8. CITIZENS' QUESTIONS AND CONCERNS

Gundars Osvalds, 108 Challedon Drive, returned to the podium to continue his previous concerns. He asked what can we do regarding the buildings in Town that cause the Town to look like trash. He referred to the discussions of the upcoming Welcome to Walkersville sign and noted that people have to be able to read the sign so consider that when selecting the size. He expressed his concern about troopers enforcing the illegality of people cutting through the Rutters property to enter Rt. 194 at the traffic light rather than at the stop sign on Sandstone Drive. Burgess Weddle explained that it is legal to do so if someone feels safer using the light rather than attempting a left turn at the stop sign at Sandstone Drive. Mr. Osvalds reported that he has noticed signs around town that don't meet our sign code in size and lots of illegal temporary signs. He reported 3 signs in front of Rutters and signs limiting access to the Circle K business. He also noted that he is working with Ken Kellar as a reporter for the Woodsboro/Walkersville Times.

Bob Sussman, 103 Colony Court, President of the Colony Village Homeowners Association, presented his request and map for 3 additional dog poop stations in Colony Village. Commissioner Brodie-Ennis asked if there was any negotiation regarding the number of poop stations. The map and request will be routed to Kelly Woods for a recommendation. Mr. Sussman also thanked staff for the replacement of the pedestrian crosswalk sign that was demolished overnight.

Burgess Weddle reviewed the announcements:

- Weds., May 1, 7:30 – Parks Committee
- Tues., May 7, 7:30 – Board of Appeals (if needed)
- Weds., May 8, 7:30 – Town Meeting
- Tues., May 14, 7:30 – Planning Workshop
- Sat., May 18 – Walkersville Day
- Weds., May 22, 7:30 – Town Meeting
- Mon., May 27 – Memorial Day Observed – OFFICE CLOSED
- Tues., May 28, 7:30 – Planning Commission
- Sat., June 8 – Bulk trash pickup for Town of Walkersville (in town) residents
  - Shred Day behind Town Hall 9:00 a.m. – 12 noon
  - Clean up Day 9-12
  - Drug Take Back Day at the Fire Hall 9-12

Burgess Weddle noted there is a Drug Take Back day this coming Saturday, April 27<sup>th</sup>.

Burgess Weddle reported that he is working on revisions on the replacement of Ordinance 99-8 which encompasses the Rules of Procedure for the Conduct of Public Meetings of the Burgess and Commissioners of Walkersville.

Burgess Weddle reported that all items celebrating the Towns 125<sup>th</sup> Anniversary will be on sale for ½ off at Walkersville Day, May 18<sup>th</sup>. He noted the sale location will be dependent on weather conditions. If raining it will be held at 69 W. Frederick Street under the carport, if sunny it will be held at Town Hall, 21 West Frederick Street.

The next meeting is Wednesday, May 8<sup>th</sup>, 2019 at 7:30 p.m.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Gloria Long Rollins  
Town Manager