

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
September 25, 2019

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, September 25, 2019, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Michel Bailey, Michael McNiesh, and John Zimmerman, Town Manager Gloria Long Rollins, Planning and Zoning Administrator Susan Hauver, Public Works Director Bob DePaola, and 10 citizens. Commissioners Mary Ann Brodie-Ennis and Tom Gilbert were absent.

The meeting was called to order with the Pledge of Allegiance and a prayer and moments of silence reflecting on the life of Mary Campbell, who passed this day.

1. MINUTES

Commissioner Michael McNiesh made a motion, seconded by Commissioner Michael Bailey, to approve the Town meeting minutes of September 11, 2019. The motion passed by a vote of 3-0.

2. INTRODUCTION OF ORDINANCE 2019-05 GENERAL FUND BUDGET MODIFICATION

Ms. Rollins explained the need for modifying the adopted budget if funds were being spent to upgrade the parks and purchase new public works equipment. The prepared modification included \$250K towards park equipment and \$102K towards the purchase of a backhoe, both items previously unbudgeted or planned for. Discussion ensued regarding the cost of the backhoe and a new 8.5 ft. snow plow that was needed for a truck that was in the budget. The public works equipment figure was increased to \$110K .

*Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to introduce Ordinance 2019-05 for a General Fund modification increase of \$360K to be paid from reserve funds for \$250K new park equipment and \$110K for new public works equipment. **The motion did not pass** by a vote of 2-1, with Commissioners Bailey and McNiesh in favor and Commissioner Zimmerman opposed.*

A public hearing has been advertised on this ordinance for the October 9, 2019 meeting, so the introduction, if passed then will be the same night as the public hearing.

3. DECISION ON INSTALLATION OF HFP PRESS BOX

Ms. Hauver reported that the plans were received and the installation has been approved by the Parks Committee. GVAA will need to apply for permitting needed to build it.

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to approve the installation of a press box at Heritage Farm Park. The motion passed by a vote of 3-0.

4. REQUEST FROM CTC FOR WAIVERS ON CONSTRUCTION OF HOUSE ON FULTON AVENUE

James Thurman, of the Career and Technology Center, reported that construction on the lot purchased by CTC is about to begin. He summarized the process for student learning the construction trade and noted the sale of the home when it's built will replenish the funds for purchasing and building another house. His organization is requesting a waiver for building a required sidewalk and a waiver of paying the Town for a water tap fee. Commissioners discussed and agreed to postpone any decisions until the next Town meeting, October 9, 2019, when all commissioners would be present.

5. REQUEST FOR COMMERCIAL RATE FOR LAWN WATERING

Commissioners received an email request from the owners of 113 Hibiscus Court. They requested their water bill be calculated using the Town's "commercial" rate due the lawn watering required for the sod/grass at the home.

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to deny the request for utilization of the Town's INDUSTRIAL rate (there is no commercial rate). The motion passed by a vote of 3-0.

6. PRICES FOR CURBSIDE YARD WASTE PICKUP

Commissioners received emails in their packets from Ecology Services and J and J Inc. Trash Services for curbside yard waste pickup. Ecology Services offered every other week collections on Fridays for \$4,345 per month. They cannot pick up only once per month due to the volume at one time. J and J Inc. Trash Services offered pricing for once per month \$2,300 or twice per month \$3,450.

Ms. Rollins reported that Frederick County has requested a meeting regarding the mulch pile and commissioners are invited to attend. The meeting is set for Thursday, October 3 at 9:00 a.m. After commissioners are informed on the subject of the meeting, they will make a decision regarding curbside yard waste pickup.

7. ACCOUNTS PAYABLE

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to pay the attached bills. The motion passed by a vote of 3-0.

Commissioner Michael McNiesh made a motion, seconded by Commissioner Michael Bailey, to authorize the Town Manager to utilize up to \$1 million from the General Fund MLGIP account to pay Water Fund construction bills on the new water plant, and replenish the General Fund by the completion of the water plant. The motion passed by a vote of 3-0.

8. COMMISSIONERS' CONCERNS

Commissioner Michael Bailey presented an email request from the GladeTowne Board of Directors requesting permission to install trail cameras on the Town light poles to stop individuals from dumping their trash and bulk items in the area. *Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to allow GladeTowne to install trail cams on our light poles with the understanding cameras are only aimed at public areas. The motion passed by a vote of 3-0.*

Commissioner Michael McNiesh asked that FIND OUT FIRST technology be placed on the next agenda. This is used by Frederick County Public Schools to alert students and families to information needed. He has been in contact with them and will present it at the next Town meeting.

Commissioner John Zimmerman reported that he had opportunity to drive a fire truck on Biggs Ford Road by Parkside, and the road is really rough, he nearly came off the seat. Mr. DePaola proposed the town do the work and charge Mr. Poss.

Commissioner Michael Bailey made a motion, seconded by Commissioner John Zimmerman, to send Mr. Poss a letter giving him 30 days to complete acceptable paving of Biggs Ford Road in front of the Parkside development. If not completed within 30 days, the Town will pave it utilizing funds from the letter of credit. The motion passed by a vote of 3-0.

Ms. Hauver presented an ordinance which allows for an alternate to be appointed to the Planning Commission. Due to the absences of several commission members, the Planning Commission meeting did not have a quorum to convene last night. Discussion ensued and the ordinance was not introduced. Burgess Weddle would like to hear what the Planning Commission thinks about it, as he would rather have 5 members than 7 with an alternate.

Mr. DePaola reported that ground has been broken on the new building at Heritage Farm Park as of Monday. He also noted that sidewalks have been installed on the Staley property, Longley Green, along Glade Road. The walls are up on the new water plant and the paving of Glade Village is about to start.

Ms. Rollins reported the following items to the commissioners:

- The budget modification will come up at the next meeting and the numbers currently in it can be adjusted by the commissioners.
- The meeting regarding closing the mulch pile is scheduled with Frederick County and she hopes that any interested commissioners will attend.
- The water fund is struggling to pay bills up front and wait for reimbursement from the MDE loan.
- Red Cross CPR training is scheduled for Thursday, October 2.

Burgess Weddle read the announcements:

- Tues., Oct. 1, 7:30 – Board of Appeals (if needed)
- Weds., Oct. 2, 7:30 – Parks Meeting
- Tues., Oct. 8, 7:30 – Planning Workshop
- Weds., Oct. 9, 7:30 – Town Meeting
- Tues., Oct. 22, 7:30 – Planning Meeting
- Weds., Oct. 23, 7:30 – Town Meeting

9. CITIZENS' QUESTIONS AND CONCERNS

John Poole, 38 Fulton Avenue, asked how the Town can justify the purchase of new equipment without bidding. Burgess Weddle will provide him with the 3 prices received.

The next Town meeting will be held Wednesday, October, 9, 2019 at 7:30 p.m.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Gloria Long Rollins
Town Manager