

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
May 27, 2020

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, May 27, 2020, 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, Planning and Zoning Administrator Susan Hauver, Public Works Director Bob DePaola, Town Manager Gloria Long Rollins, and Communications Specialist Samantha Fowle. The meeting was streamed on Facebook Live.

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

1. MINUTES

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis, to approve the Town meeting minutes of May 13, 2020. The motion passed by a vote of 5-0.

2. PUBLIC HEARING ON ORDINANCE 2020-05 GENERAL FUND BUDGET

Comments for the public hearing were received from Ron Mallonee as follows:

- Yard Waste Pickup budget item \$70,000 – he stated few people in his development use this service. Suggested town review actual amount of yard waste collected each week and possibly schedule yard waste pickup every other week.
- Program Open Space budget item for \$459,250; recommended item be expanded to include what is contained in this large cost budget item.
- Capital/Biggs Ford/Fountainrock paving budget for \$ 210,000; questioned if this is the only town road paving planned for FY 2021. Asked how the town determines what roads need to be re-paved each year and what is the re-paving schedule for each of the roads in Town?

Comments for the public hearing were received from Lauri Gross as follows:

- Sidewalks along PA Ave, near Main Street, are in very bad shape. Is the Town working with homeowners to get them repaired?
- What is going on with Marsala's Restaurant, at Main St., and Frederick St.? Are the owners allowed to just let it sit forever in its current state of disrepair and mess?

Burgess Weddle and Commissioners discussed the following in response to the public hearing comments:

- in their experience, people were very happy with the yard waste pickup and utilize it heartily. They believe it is necessary as is weekly trash pick up.
- the Program Open Space budget item of \$459,250 is the bid for the Heritage Farm Park building.
- The price for repaving Biggs Ford Road and Fountainrock Road, the next roads on the schedule of repaving, was estimated for this year's budget. The schedule has been updated as recently as last month and is to be posted on the website.
- The Town has decided to include the restructure of sidewalks with the repaving of roads, so that the curbs don't get shorter and shorter.
- Marsalas owner is trying to work with the Planning Commission to reopen the restaurant, but pandemic meeting issues have slowed down the process.

The Public Hearing was closed.

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to adopt Ordinance 2020-05 General Fund budget. The motion passed by a vote of 5-0.

Commissioner Michael McNiesh made a motion, seconded by Commissioner Tom Gilbert, to set the tax rate at 14¢ per \$100 of assessed real property value. The motion passed by a vote of 5-0.

3. PUBLIC HEARING ON ORDINANCE 2020-06 WATER FUND BUDGET

There were no public comments on Ordinance 2020-06.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert, to adopt Ordinance 2020-05 Water Fund budget. The motion passed by a vote of 5-0.

4. PUBLIC HEARING ON ORDINANCE 2020-07 TO REINSTATE ASSESSMENT TO ALL WATER CUSTOMERS

There were no public comments on Ordinance 2020-07.

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to adopt Ordinance 2020-07 and reinstate an annual \$50 assessment on each water customer, billable on each water bill at \$25 each. The motion passed by a vote of 5-0.

5. CURRENT UPDATE ON RESPONSE TO COVID-19 PANDEMIC

Burgess Weddle reported on what we will do when the Governor of Maryland implements his Stage 2 actions. We will open Town Hall to the public once we have our Plexiglas shields in place. The Town has purchased disposable masks for citizens entering the building without one in place. We will resume the Parks meeting and the Planning and Zoning meetings in July. The next Town meetings for June will be held on June 10th and June 24th. We will follow the stricter guidelines as set in place by Frederick County Executive Jan Gardner.

6. SELECT TRASH AND YARD WASTE OPTIONS FROM AWARDED CONTRACT WITH J&J TRASH

Commissioner Tom Gilbert reviewed Options 1 and 2 for the contract with J&J Trash for trash and yard waste pickup. He noted that Option 1 starts low and increases every year, and Option 2 proposes the same amount each year, with both options equaling the same amount at the end of the years of the contract. He recommended Option 1.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey, to select Option 1 and the proposed increases for 6 years for the trash and yard waste contract with J&J Trash. The motion passed by a vote of 5-0.

7. UPDATE ON FREDERICK COUNTY/MARYLAND GOVERNOR DIRECTIVES ON COVID-19

Burgess Weddle reported on the CARES Act and that the Town will be submitting costs/expenditures in response to the pandemic to Frederick County. If they are eligible, they will be reimbursed by Frederick County same as tax equity.

8. ACCOUNTS PAYABLE

Commissioner Michael McNiesh made a motion, seconded by Commissioner Tom Gilbert, to pay the attached bills. The motion passed by a vote of 5-0.

9. COMMISSIONERS' CONCERNS

Commissioner Michael McNiesh noted that he had stopped by the new pizza place in Town, Renzi's, and it was very good. It opened this past Friday at 11:00.

Commissioner Michael Bailey reminded everyone of the deadline to register to vote, tonight at 11:59.

Commissioner Michael Bailey suggested that the Town create a YouTube channel so that people could watch Town meetings as recorded, after the fact. He noted that this wouldn't replace Facebook Live but would be another avenue, along with Podcasts, for our citizens to utilize. He will have our Communications Specialist look into it.

Commissioner Michael Bailey wants to explore the possibility of building a micro-treatment sewer facility to treat the backwash discharged from the new water treatment plant into Frederick County's sewer treatment facility. He noted that Mike Kuster recommended looking at the Dairy Maid Dairy facility. Staff should visit this once pandemic restrictions are lifted. He would like an engineer to look into the cost.

Commissioner Michael Bailey made a motion, seconded by Commissioner Michael McNiesh, to ask the Town Engineer to come up with ideas and cost estimates for a small sewer treatment plant to treat the wastewater discharge from the new water treatment plant. The motion passed by a vote of 5-0.

Commissioner Tom Gilbert noted with his GD&F (Gwin, Dobson & Foreman Engineers) packet that these are engineers that handle these types of projects and we should look into it.

Commissioner Michael Bailey reported that through his contact with the Mill Run HOA, he has learned that they are concerned about speeders through their neighborhood as there are lots of minor children living there. They would like to reduce the speed limit on Port Circle to 15 mph. We are not allowed to do that unless it is a school zone. Since Mill Run backs up to the Rock Creek School property, they are hoping it qualifies as a school zone. Commissioner Mary Ann Brodie-Ennis noted that Mill Run does not meet the requirements of qualifying as a school zone. Commissioner Tom Gilbert inquired if there is a sign that indicates Port Circle has no outlet, and Mr. DePaola will check on this. Commissioner Gilbert also inquired whether there is evidence that it is the Mill Run residents speeding on the street. Commissioner McNiesh noted that people will speed regardless of signage.

Commissioner Mary Ann Brodie-Ennis asked Mr. DePaola to let her know when Wyndale Court and Monocacy Court were last paved. She also asked if he was available to walk with her regarding mowing in Gladetowne (they set up a 10:30 a.m. walk for Thursday morning). Commissioner Brodie-Ennis also reported that she found a Walkersville rock in her front yard, from Frederick Rocks, representing the spread of kindness throughout the community.

Commissioner John Zimmerman noted that the dips in Biggs Ford Road by Parkside are tearing up his farm equipment. He would like to hold the letter of credit on the project and have the Town fix the road. Mr. DePaola will get cost estimates for the next meeting.

Commissioner Zimmerman announced the Walkersville Firemen's Carnival has been cancelled and the Fire Company would appreciate any donations, as their annual fundraisers have been shut down due to the pandemic.

Commissioner Tom Gilbert asked if the Town could develop and send a Welcome packet to new people moving into Town, i.e. when the settlement company calls the Town, note the date for sending the Welcome packet.

Commissioner Michael McNiesh noted that the signs prohibiting organized team activities without permission, at Heritage Farm Park, have been bent or knocked over.

Mr. DePaola reported that the water line has been redirected as needed for the construction of the new building. He also reported that Town water operators have been undergoing training to operate the new water plant.

Ms. Susan Hauver, Planning and Zoning Administrator, reported that the date for the Board of Appeals hearing on the Dollar General parking variance, will be rescheduled to July 7 or August 4.

Ms. Hauver also reported that the Frederick County Board of Appeals will be holding a virtual hearing on the Town's watershed activities via the Boy Scouts, on June 25.

Ms. Hauver also answered the comments submitted by Lauri Gross for the budget hearing, although they did not refer to the budget. Regarding Marsala's being allowed to sit forever, Ms. Hauver noted that our Town Code does not allow us to close them. Regarding sidewalks on PA Ave being in bad shape, Ms. Hauver noted that when the street is done, the sidewalk will be included in the project.

Ms. Rollins reported that measurements have been taken to redesign the front office and steps for opening after the pandemic. Steps include installing temporary Plexiglas with openings for acceptance of payments, provision of disposable masks for citizens entering without masks, gates blocking entrance to the offices, and front door opener buzzer. Many of the steps will be submitted for reimbursement by the Covid-19 funding.

Burgess Weddle encouraged everyone to vote next week, noting the drop box places to vote in person if the mail in ballot was not received. Urbana Library, William Talley Rec Center, and the Frederick County Board of Elections have drop boxes and in-person voting available.

Burgess Weddle also encouraged everyone to complete their 2020 Census document noting that it results in funds and representation for the Town.

Burgess Weddle announced that Memorial Park bricks can be purchased for \$50 through June 1, 2020. These bricks, each engraved with the name of a beloved veteran, living or deceased, will be installed in the structure provided at Memorial Park. Burgess Weddle noted that the Veterans' Committee will be making a decision next week regarding whether to move forward with the bus trip to Washington, DC monuments and memorials.

Burgess Weddle announced that the Walkersville Fire Company, Walkersville Rescue Company, and the Town will sponsor a parade for the WHS Class of 2020. The parade will take place Friday, June 5 at 7:00 p.m., with a rain date of June 6. It will start at Heritage Farm Park, with Seniors driving their cars from HFP, up South Glade Road, to Frederick Street, and past the Rescue and Fire Companies. They will social distance and wear masks and enjoy fireworks provided at 9:00 p.m.

Commissioner Mary Ann Brodie-Ennis and Ms. Susan Hauver reported that the Comprehensive Plan Survey is available through Survey Monkey and The Walkersville Wire through the end of June. Commissioner Tom Gilbert would like to see paper copies distributed and placed around Town for those who do not utilize computers. Burgess Weddle noted that folks could call Town Hall, 301-845-4500, to request a paper copy.

Commissioner Michael McNiesh made a motion, seconded by Commissioner Tom Gilbert, to hold a closed personnel meeting. The motion was defeated by a vote of 2-3, with Commissioners Michael Bailey, Mary Ann Brodie-Ennis, and John Zimmerman in opposition.

The next Town meeting will be Wednesday, June 10, 2020 at 7:30 p.m.

Meeting adjourned at 8:22 p.m.

Gloria Long Rollins, Town Manager