

Shawneeland Sanitary District Advisory Committee (SSDAC) - Minutes of May 1, 2023

The meeting was called to order at 7:03 p.m.

Those in attendance were Barry Van Meter, Jeff Stevens, Rhonda Sargent (Chairperson), George Bishop, Kevin Alderman, Director of Public Works, Joe Wilder and eight (8) residents. Supervisor Shawn Graber was absent.

Rhonda called for approval/correction of the November 2022 and January 2023 Special/Regular Meeting Minutes. Motion to accept the Minutes as presented was made by George and seconded by Jeff. Motion passed unanimously.

Manager's Report:

See Attached Manager's Report. (Attachment 1)

Removal of dead trees

- Staff has removed the dead trees that were marked back in the fall.
- Licensed contractor will be in Shawneeland on May 15, 2023 and June 20, 2023 to continue to cut down trees that the staff are not qualified to remove due to safety concerns.
- Staff will begin marking dead trees at the end of summer for removal in 2024.

Cul-de-sac installation

- Expanding cul-de-sacs on some trails to improve ability to turn around during snow removal operations and to protect private driveways. Cul-de-sacs were expanded on the following Trails: Braveheart, Chippewa, Deer, Eagle, Fawn, Gannentaha and Navajo.

Drainage Culverts

- Staff has been upgrading and replacing drainage culverts and will continue to do so as needed.
- To date, 205 feet of culverts on five different trails - Braveheart, Dakota, Gannentaha, Graywolf, and Tecumseh
- Chairperson voiced recognition and praise for those efforts.

Fishing Derby

- The manager indicated that fish had been purchased on February 6, 2023, and the two (2) ponds would be stocked on May 12, 2023.
- Signage would be in place to ensure no one would begin fishing prior to the start of the Derby on Saturday morning, May 13, 2023.

Cherokee Beach:

The beach season is right around the corner. Currently the lake level is four (4) feet six (6) inches below the full pool. If the lake level is still this low at the time the beach is to open, we may have to reconsider opening on May 25, 2023.

Fence:

The staff started installing chain link fence at the Shawneeland office/shop during the month of March. This fence was given to the Sanitary District by the solid waste manager of the Public Works Department. This fence was removed from the old Clearbrook and Bryarly Convenience Sites in 2016 and 2019. Once again, the mild winter has allowed time for the staff to start installing the fence. We will work on it as time allows.

Playgrounds:

- The manager indicated that the playgrounds were checked in the fall.
- Playground on Tomahawk was installed in the spring of 2008 and is in good condition.
- Playground on Maple was installed during the mid - 90's and is showing age and a decision of whether to keep or close the playground should be made.
- There has been discussion in the past about the playgrounds; however at some point a decision must be made on the disposition of this playground.

Mailbox Houses Roofs:

- The manager reported that there is considerable time being expended on making repairs to the cedar shake shingles currently in use on the mail house on Bowman.
- The manager recommends a metal roof be installed on the mail houses.
- The chairperson inquired if there was a motion to authorize the manager to investigate pricing for metal roof installation.
- Barry made a motion to authorize the manager to get quotes for metal roof installation. George seconded. During discussion, George asked if there had been any inquiry about replacing the cedar shake shingles with architectural shingles. The manager stated that there had been no movement toward cost replacement quotes but that something needed to be done. The manager stated that the cost difference between shingles and metal is not significant. The chairperson ended discussion and the motion passed unanimously.

Update on Crystal Lake (Cherokee Dam):

- Mr. Wilder provided a brief update on the status of the lake. It was reiterated that the lake was 4.5 feet low. Staff verified that the leak was continuing and was at approximately 125 gallons

a minute. The Chairperson asked the question of the pleasure of the Committee regarding further remediation efforts to the lake and dam. Barry clarified the question by including the pleasure of the Committee concerning a second attempt to repair and stop the leak after a partial initial success. Joe stated that was accurate. Jeff stated that he would personally prefer the lake bottom be coated with clay and grout and to not put any additional money into the remediation. George stated that he would be in favor of monitoring the water level through the summer and look at the issue later in the year. Joe stated that his thought was to get through the summer and come back to it in the fall. The funds have been allocated for remediation and would only require moving the funds at the county level. Barry would like to have the engineering firm at the August meeting. George clarified that the lake would have to be drained to continue remediation efforts and Joe verified that such was true. George reiterated his opinion that the lake should be monitored and readdress the issue after the summer. Joe agreed. The issue was tabled until the August SSDAC meeting.

Tar and Chip Program

- The Chairperson opened a discussion regarding the road improvement and repair program, and equipment purchase stating the tar and chip program should be reinstated and that equipment purchase/replacement is necessary for property values to be maintained. In addition, the chairperson stated that these roads are also utilized 365 days of the year and are also utilized by first responders and law enforcement during emergency situations.
- The Chair asked for a motion to do so. Hearing none, Barry asked about the equipment and tar and chip program being done simultaneously. The Chair responded that yes that was the idea. George asked for clarification on the budget cycle as the Committee had previously recommended one of the three (3) budget options presented previously. The Chair verified that there was a budget in place.
- Discussion ensued about the Reserve Funding Level. The Chair pointed out that fees in the SSD had not been increased since 2019. Jeff pointed out that funds were not being replaced in the Reserve Fund. The Chair informed Jeff that any funds in the budget that were not spent were returned to the Reserve Fund at the end of each fiscal year. At which point, the public works director confirmed that any funds in the Shawneeland budget that were not spent were returned to Shawneeland's reserve fund. It is required that an amount equivalent to one (1) year's budget be kept in the Reserve Fund. In addition, the Sanitary District fees collected go into the Reserve Fund.
- George asked the manager which trails and how many miles of trails were in need of service, and the anticipated cost. The manager stated he did not know because he was under the belief that it was unfunded. The Committee will revisit the item at the August 2023 SSDAC meeting.

Sale of Shawneeland Sanitary District Lots

- The Chairperson opened a concerning discussion with regard to a citizen who inquired about the sale of lots owned by the SSD. She contacted the Frederick County Attorney and received guidance. The Chair asked the attorney about whether the proceeds would go into the Reserve Fund or would it be necessary to create a new revenue line item when lots were sold. Jeff stated that he was under the impression that an auction had to be conducted. He asked about the equity of selling a lot to anyone without public notice. George asked how many lots were owned by the SSD. There was no definitive number. Barry stated that the lots would have to go to auction and would have to be lots that the manager said were unnecessary. Joe stated that lots could be marked for sale, and sealed bids could be accepted as an alternative to an

auction. More discussion ensued regarding procedure and availability. George stated that the Chair could respond to the citizen about the process. The Chair stated that she had initially responded and that she would again reply to the citizen. The Chair asked if a Motion would be necessary to proceed. Barry and George stated that such Motion was unnecessary.

Shawneeland Bus Stop Update

- Barry reported that the Maple Trail current bus stop was presenting additional safety issues in his opinion. Representatives from the Frederick County Public School Transportation Department could not attend the meeting. The Chair stated that the representative, Mr. Davis, had responded to her inquiry with an email that the Chair passed out to SSDAC members (**See Attachment 2**).
- George asked about the actual route the buses followed. The Chair and Barry replied. Barry stated that he has video suggesting the new location was not as safe as the original location. After further discussion, Barry moved that the bus stop be returned to its original location. However, Barry indicated that ultimately, the decision would be up to the transportation department. George seconded. No further discussion and the motion passed.

Picnic Shelters

- The Chair presented the issue of the picnic shelters being abused by users leaving trash on the grounds. The Chair stated that a citizen had contacted her to use the shelter, but did not provide detailed information regarding the usage. There was discussion about putting signs up to clean up after use or having a sign up to use the shelter option. George asked the manager what can be done from the maintenance aspect. There could be signs placed in the area. Barry stated the beach had similar issues and that No Dumping signs could be placed onsite. George suggested signs be placed and follow the situation throughout the summer. Jeff stated that it might even be non-residents of the SSD who are creating issues. George suggested the manager place signs and continue to monitor the picnic areas. The manager agreed to do so.

Public Comments:

- A resident about trees against power lines and who would remove them. The manager advised the resident to call the utility company. The resident then asked about the action regarding the playgrounds. The resident stated that the public areas should be maintained. The resident asked what will make the bus stop safer. The resident stated that the roads need to be paved instead of tar and chip.
- Another citizen reported that contractors are damaging the road near his home (Dogwood Trail) and there are reckless drivers. He indicated that drivers could use a different approach and it would make a difference. He stated that it is a safety issue for people walking along the road
- Another resident spoke to the picnic shelter issue and stated she was treated rudely when addressing a noise issue. The resident stated she was under the impression that everything had been addressed regarding the lake. She is asking why it is being put off until August. The reason for putting it off until August was covered. The resident also commended the staff for removing tires that were breeding mosquitoes.

- A resident stated there was no enforcement of the rules regarding private or public property. Questioned the collection and allocation of funds as he is new to the community. The tax collection and distribution process was covered.

Committee Comments:

- None.

Chairperson entertained a motion to adjourn. Jeff moved to adjourn and received a second from George. Meeting was adjourned at 8:07 p.m.

**FREDERICK COUNTY SANITARY DISTRICT OF
SHAWNEELAND
MANAGER'S REPORT – MAY 2023**

Tree Removal:

The staff has removed the dead trees that were marked last fall for in-house removal. A licensed and insured tree contractor will be removing dead trees from the right-of-way on May 15th and again on June 20th. This will be an ongoing process as trees continue to die. The staff will mark dead trees at the end of summer to be removed in the winter of 2024.

Cul-de-sac Install:

The staff expanded and improved 7 cul-de-sacs over the past few months. Braveheart, Chippewa, Deer, Eagle, Fawn, Gannentaha, and Navajo Trails had little to no space to turn around at the end of the road. By expanding the cul-de-sacs, traffic will have a place to turn around to exit the trail without using a private driveway. This will also help staff during snow removal operations, making it safer for the plow trucks to turn around.

This task has been on my list of things to do for a long time. The mild winter allowed time to get this task completed.

Pipe Replacement:

The staff has been replacing and upgrading drainage culverts over the past couple of months. We have replaced 205' of culvert on 5 different trails. Braveheart, Dakota, Gannentaha, Graywolf, and Tecumseh Trails have been upgraded thus far and the staff will continue replacing and upgrading drainage culverts as needed.

Fishing Derby:

The annual fishing derby will be held on May 13, 2023. The trout for the derby was ordered on February 6, 2023. The trout will be delivered and stocked on Friday, May 12, 2023.

Cherokee Beach:

The beach season is right around the corner. Currently the lake level is 4 feet 6 inches below the full pool. If the lake level is still this low at the time the beach is to open, we may have to reconsider opening on May 25, 2023.

Fence:

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Playground:

As we do every spring and fall, the staff inspects the playground equipment. This inspection took place on March 27, 2023 to look for any safety concerns with the equipment. The playground on Tomahawk Trail was installed in the spring of 2008 and is in relatively good condition. No safety issues were noted.

The playground on Maple Trail was installed during the mid-90's and has several issues. The staff removed some of the equipment a few years ago that was deemed to be unsafe. The equipment is in fair to poor condition but currently has no safety issues. I first brought the issue of the Maple Trail Playground to the SSDAC in February 2016 when the staff had to remove some of the unsafe equipment. The SSDAC at that time formed a subcommittee to look into upgrading this playground but nothing transpired. I checked into purchasing replacement parts for the equipment in place, but it is too old and obsolete. It has been a topic of discussion a few times since 2016 but nothing has resulted from this.

At some point a decision must be made on the fate of this playground.

Mailhouse Roofs:

The mailhouse on Bowman Lane was completed in late 2007. It was decided by the SSDAC at that time to have a cedar shake roof installed. Although a cedar shake roof looks good, it has not held up very well to the elements. This roof is going to need to be replaced soon. I would recommend a metal roof be installed in place of the cedar shake roof. This will be a permanent solution for many years to come. The staff spends several hours a year replacing blown off shingles. The shingles that are there now are becoming brittle and in some cases starting to rot.

Fast forward to 2012 when the mailhouse on Tomahawk Trail was built. The SSDAC at the time decided to go with a cedar shake roof. This mailhouse was completed in 2012 and we are starting to have the same issues on this roof as well.



Rhonda Sargent <rsargent7677@gmail.com>

Shawneeland

1 message

Calvin Davis <davisc@fcpsk12.net>

Thu, Apr 27, 2023 at 11:45 AM

To: Kevin Alderman <kalderman@fcva.us>, Rhonda Sargent <rsargent7677@gmail.com>

Cc: Judy Young <youngju@fcpsk12.net>, Emily Hudson <hudsone@fcpsk12.net>

Good Morning All,

I just wanted to reach out and give an update on the status of the changes that were made last summer in Shawneeland concerning bus stop locations. We feel that the Bowman Lane bus stop is working well. I have had no concerns from drivers or parents concerning this location. The Maple Trail bus stop location also has overall been working well. I do understand and have witnessed that there is a "full house" of parents there at one time. One suggestion I can make is for my routing department to possibly extend the bus stop times between the buses to the fullest extent possible to have an early/late shift of parents to arrive and depart at different times. We would need to inform the parents to only arrive about 5 minutes early morning and afternoon to retrieve their children. This would help with overcrowding. My office, again, has not received any recent complaints from the drivers or parents concerning this change since last fall. My recommendation would be to continue to utilize the Bowman Lane and Maple Trail bus stop locations for the 2023-2024 school year. Any questions or concerns with this recommendation please feel free to reach out to me anytime at 540-667-2770 x 68114. Thank you both so much for helping Frederick County Public Schools by making Shawneeland bus service safe and feasible. Calvin Davis

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Calvin B Davis**Assistant Director of Transportation****Frederick County Public Schools**

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