

**TOWN OF WILLIAMSPORT  
MAYOR AND COUNCIL MEETING MINUTES  
April 8, 2013**

A regular meeting of the Williamsport Mayor and Council was held on April 8, 2013, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II  
Asst Mayor Joan Knode  
Councilman Bill Green  
Councilwoman Maya Haines  
Councilman Scott Bragunier  
Councilman Alan Redding  
Councilman Jim Kalbfleisch

Town Attorney Ed Kucynzski

Also present was Town Clerk Donnie Stotemyer

Mayor James G. McCleaf II called the meeting to order. Mayor McCleaf asked all in attendance to stand for a moment of silence followed by the pledge of allegiance.

A motion was made by Asst. Mayor Joan Knode to accept the minutes of regular meeting minutes held on March 11, 2013 and the special meeting minutes held on March 18, 2013 and the workshop minutes held on April 1, 2013, seconded by Councilman Scott Bragunier with all voting in favor motion carried.

**Financial Report**

Town Clerk Donnie Stotemyer gave the financial report. Asst. Mayor Joan Knode made a motion to accept the financial reports as presented seconded by Councilman Alan Redding with all voting in favor motion carried.

**Guests**

Mayor James McCleaf introduced Williamsport barbershop owner Tammy Whitney. Ms. Whitney was present to explain to the Mayor and Council that she would like to add therapeutic massage to her business. All types of massages run through chiropractic state of MD. Councilwoman Maya Haines asked what types of massages, what do the massages do. Ms. Whitney explained helps bring oxygen to the skin and that there are all types of massages including therapeutic, deep tissues. Town attorney Ed Kucynzski who holds a license and is a registered AMTA Chiropractic Associates. If you require with those requirements there should not be a problem to issue the permit to provide this service.

Tammy asked why you have to pay a fee? Town Attorney Ed Kucynski explained because that's what the ordinance states. Ed advised the ordinance could be amended. Ed advised there is a permit fee for business and fee for the therapist. Ed said the annual fee was designed for the code enforcement to review businesses. Councilman Scott Bragunier asked is the town able to waive the fee and Town attorney Ed Kucynski advised no we can't do that. How far are you going to a therapist. Town attorney will email copy of ordinance to council to review.

### **Correspondence**

Mayor James McCleaf read a letter from Colton Dagenhart for the donation from the Mayor and Council to attend the People to People Ambassador Program.

Mayor James McCleaf read a thank you letter from Pat, Town of Williamsport Supervisor Board of Elections thanking the town staff for their help on the recent town elections.

Mayor James McCleaf read an invitation from the Town of Sharpsburg kicking off their 250th celebration with the 146th annual Memorial Day parade. The parade is scheduled for Saturday, May 25, 2013 at 1:30 PM. Parade participants should plan to lineup in the Sharpsburg elementary school parking lot by 1:00 pm

### **Reports:**

#### **Board of Elections Supervisor**

No report.

#### **Board of Zoning and Appeals**

No report

#### **History and Museum Board**

Jerry Knode of the History and Museum Board reported museum is up and running. Documentary on Williamsport and they have new artifacts.

#### **Planning Commission**

Re: Advisory Opinion of Zoning Map Amendment Requested by Spirit Services Inc.; 15801 Lockwood Road, Williamsport, Md. 2179

Per your request we have reviewed the proposed rezoning of real property located at 15801 Lockwood Road, Williamsport. We have again met with Mr. J. Divelbliss, who serves as a representative for Spirit Services, and concur with the recommendations in his letter dated January 3, 2013. The Planning and Zoning Board would recommend the Mayor and Council

allow the Rezoning of this parcel of property while imposing the stipulations outlined in the letter of 1/3/2013.

“Within ten (10) business days immediately following approval for this rezoning request, Applicant shall be required to submit a Zoning permit Application for its specific, proposed use for the subject property. As a condition of the Town’s approval of said Application, Applicant shall be required to provide for sufficient secondary road access or improved primary road access via Lockwood Road.”

We also reintegrate to the Mayor and Council that all of those recorded comments expressed at the Public Hearing will be addressed with the Applicant prior to any approval of the Zoning Permit. It will be our intent to have corrective actions documented and a Site Plan introduced which will be specific in either showing a secondary road construction or updated specification for Lockwood Road prior to permit approval.

### **Legal Council**

No report

### **Sheriff’s Report**

Mayor James McCleaf gave the March 2013 Sheriff’s report.

### **Council report**

Mayor James McCleaf gave the pool report

### **Mayor’s Report**

### **Unfinished Business**

Mayor James McCleaf reviewed with the Council that trash collection seal bids have been received one from Republic Services and one from Waste Management Councilman Scott Bragunier made a motion to award the 3 year service contract to Allied Waste Services beginning July 1, 2013 through July 30, 2016 seconded by Councilman Bill Green with all voting in favor motion carried.

Mayor James McCleaf explained to the Council that a motion would be needed to approve Draper and McKinley Auditing Services to conduct the financial audit for 2013 for the Town of Williamsport. Asst. Mayor Joan Knode made a motion to approve Draper and McKinley Auditing Services to conduct the financial audit for 2013 for the Town of Williamsport seconded by Councilman Scott Bragunier with all voting in favor motion carried.

Mayor James McCleaf informed the Council that the Town’s street sweeper needs extensive repairs. Asst. Mayor Joan Knode made a motion to make the necessary repairs to the street

sweeper at the cost of \$18,000 materials \$6,000 labor for a total cost of \$24,000 seconded by Councilman Alan Redding with all voting in favor motion carried.

Mayor James McCleaf explained to the he would like to recognize Mr. Jason Swope and appoint him as the landscape manager for the Town of Williamsport. Mayor McCleaf explained that he has done numerous jobs at no cost to the town. Councilman Alan Redding made a motion to appoint Jason Swope as the landscape manager for the Town of Williamsport seconded by Councilwoman Maya Haines with all voting in favor motion carried.

### **New Business**

### **Citizen Participation**

Town resident Chris Grimes questioned Mayor McCleaf why a public information request for the Town election results was needed. Mayor McCleaf explained that the request could not be filled until the election had been certified by the Council and that all requests of this type require a public information request be completed.

A motion was made by Councilman Alan Redding made a motion to adjourn, seconded by Councilwoman Maya Haines with all voting in favor motion carried.

Respectfully submitted,

Donnie Stotelmyer  
Town Clerk  
Town of Williamsport