

**TOWN OF WILLIAMSPORT**  
**MAYOR AND COUNCIL MEETING MINUTES**  
**July 11, 2011**

A regular meeting of the Williamsport Mayor and Council was held on July 11, 2011, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II  
Asst. Mayor Anthony Drury  
Councilwoman Joan Knode  
Councilman Jim Kalbfleisch  
Councilwoman Maya Haines  
Councilman Bill Green  
Councilman Tim Fraker

Also, present Donnie Stotelmyer, Town Clerk

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 Councilman Tim Fraker to accept the minutes of the regular meeting held June 13, 2011, the Executive meeting minutes from July 7, 2011, workshop meeting minutes from July 7, 2011, seconded by Asst. Mayor Anthony Drury with all voting in favor motion carried.

**Financial Report**

Town Clerk, Donnie Stotelmyer, presented the financial report. Councilman Tim Fraker made a motion to accept the financial report as presented, seconded by Councilwoman Maya Haines, with all voting in favor, motion carried.

**Guests**

None

**Correspondence**

Mayor James McCleaf II read a thank you note from Rehoboth United Methodist Church thanking the Mayor & Council for allowing them to hold the 2011 Street Fair on Saturday, June 4, 2011. This event was successful again as it has been in prior years. On June 4, 2011 we gave away 660 burgers, 312 hot dogs and over 130 children asked for assistance in obtaining school supplies for next fall. We are also grateful for the Town's permission to use part of Byron Memorial Park for Easter Sunday (April 24, 2011) for a special public worship service. Just

under 600 people attended that Easter Service and were very favorably impressed by the Town and the park.

Mayor James McCleaf II reported that the Washington County Municipal League will hold its next meeting on Monday, July 25, 2011 at 6:00 pm hosted by the Town of Williamsport, the annual crab feed - cost of meal will be \$35.

**Reports:**

**Board of Elections Supervisor**

No report

**Board of Zoning and Appeals**

Permits Reviewed

2011-014	415 S. Conococheague St	Tenant #2 zoning will require partial retail; parking space quantities, signage Planning and Zoning has advised appeals to favorably consider	Denied
2011-017	154 N Artizan St	Replace lighting along roadway	Approved
2011-018	114 N Artizan St	Addition to existing residence	Request will require exception
2011-019	154 N Artizan St	Retention wall for storm water pond	Approved
2011-020	45 N Conococheague St	Install ext. awning	approved

Meetings

Williamsport Adventures  
Brooke Grove Foundation  
Bowman-Sheetz Project (2)

Planning and Zoning meets weekly on Wednesdays at 10:00 am

Advisory recommendation submitted for the adaptation of a "Demolition Ordinance" for Williamsport.

Zoning Maps are not current and require updating as stipulated in Ordinance. We are requesting assistance of Town Engineering representatives to assist and will need Mayor and Council involvement. Our attempts to contact have gone unanswered.

**History and Museum Board**

Councilwoman Joan Knode of the Museum and History Board reported on the Barn Fest event held at the Springfield Barn on July 1, 2, & 3, 2011. There was great music and plenty of food and drink. The Civil War Retreat through Williamsport was held for July 8, 9,10, 2011. The WWII Event is scheduled for October 20, 2011.

### **Planning Commission**

No report

### **Land Use**

No report

### **Legal Council**

No report

### **Sheriff's Report**

Mayor James G. McCleaf II gave the Sheriff's report for June 2011.

### **Council report**

Councilman James Kalbfleisch reported on the following:

- **Wholesale Power Supply Cost Reductions**
  - June 1, 2011 marked the beginning of the 2 year extension of the wholesale power supply agreement with Allegheny.
  - The reduced contract rate in the extension is expected to decrease wholesale costs by approximately \$150k a year in comparison to the current cost.
  - This reduction in wholesale power supply costs will be passed through to the Town's customer's within the next few months via the PCA.
  - Allegheny has approached the town with an additional one year extension from 2013 to 2014 that is expected to provide similar reductions in power supply costs.
- **Power Cost Adjustment ("PCA") Revitalization**
  - Public hearing for the new PCA will be held at the Maryland Public Service Commission in Baltimore on July 14, 2011 at 2:00 p.m. for those that wish to attend.

- If approved, the reduction in the PCA will result in savings to the residential customers of approximately 12%.
- After the PCA reduction, the Town will have the lowest electric rates in Maryland (9% below AP, 36% below BGE, 38% below PEPCO).
- Tentative effective date for this reduction will be for bills rendered at the end of August 2011.
- **Retail Rate Filing**
  - The Town has not filed for an increase in its base retail rates for more than three decades.
  - Increases in operating expenses and the necessity for system repairs require the Town to increase its operating revenue.
  - Even with the anticipated increase in rates, the Town will continue to have nearly the lowest retail rates amongst all other utilities in the state.
  - The retail rate increase filing is expected to be made within the next 30 days and should go into effect in the first quarter of 2012.
- **Tariff Maintenance**
  - Similar to the retail rate filing, the rules and regulations of the electric tariff have not been updated for many years.
  - Outdated fee schedules and rules are expected to be revaluated and modernized in 2012.
- **System upgrades**
  - The Town is nearing completion of the upgrades to the distribution system in order to accommodate system voltage conversion necessary to keep the system modern and continue to provide reliable service.

Councilman Tim Fraker reported on the following:

- Extended hours July 4<sup>th</sup> weekend allowed hundreds to come to the pool through out the weekend.
- 60 total Red Cross swim classes are being held this session

- Local Recreational camps continue to use the pool. These camps include Williamsport Recreation, Citi Kids, Rehoboth UMC Day Care, Boys and Girls club of Williamsport, and Boy Scout camps.

Councilwoman Joan Knode of the Museum and History Board reported that she worked on the Barn Fest event held at the Springfield Barn on July 1, 2, & 3, 2011. She also reported that the repairs are almost finished on the Springfield Barn Cupolas. She reported on the Civil War Retreat through Williamsport which was well attended.

Asst. Mayor Tony Drury reported that the Council would be addressing the Bond Anticipation Note for the pump station project.

Councilman Bill Green reported that the new trash receptacles have been set along the main street in Williamsport. Any company or corporation wishing to advertise on the trash receptacles - still available. Bike night is scheduled for Saturday, July 16, 2011 and everything is set to go for this event.

Councilwoman Maya Haines reported on the July 4th celebration that was held in Byron Memorial Park. It was well attended and a good time had by all. She asked the Council what would they like to see for next year's event. She has been receiving a lot of inquiries from vendors to participate in next year's event.

### **Mayor's Report**

Mayor James G. McCleaf II reported that the Boys and Girls Club in Williamsport has obtained funding for a full time program for this coming school year. He also commented on the Conococheague Little League All Stars are on a roll. Mayor McCleaf stated he had a lot of positive feedback on July 4th celebration held at Byron Memorial Park. Special thanks to Williamsport Fire Dept for help with fireworks during rain storm.

Mayor McCleaf recommended to the Council that Debbie Robinson, town resident, be appointed to the Town of Williamsport Zoning Appeals Board. Councilman Tim Fraker made a motion to appoint Debbie Robinson, town resident, to the Town of Williamsport Zoning Appeals Board, seconded by Asst. Mayor Tony Drury with all voting in favor.

Mayor McCleaf informed the Council that Draper & McGinley auditing firm just conducted their pre-audit for the Town and everything appears to be in order. Mayor McCleaf stated that the regular audit for the Town will begin Monday, August 8, 2011.

### **Unfinished Business**

None

## New Business

Mayor James McCleaf explained that the Council would need to approve the 50 percent deposit for 2012 fireworks. Councilman Tim Fraker made a motion to approve 50 percent deposit for 2012 fireworks celebration at Byron Memorial Park, seconded by Asst Mayor Tony Drury, with all voting in favor motion carried.

Mayor James McCleaf reported on the overlay for East and West Frederick Street in Williamsport. He informed the Council that Thrasher Engineering is looking at the Compaction Study and documentation has been requested and the Mayor will follow up.

Mayor James McCleaf reviewed with the Council Resolution 2011-06 A Resolution regarding the Town of Williamsport 2011-2012 Electric retail rate increase and changes to the PCA in the Town's electric retail rates.

WHEREAS, the Town of Williamsport will institute a retail rate increase of approximately \$174,000 per year, or 9.91% to its current electric tariff; and

WHEREAS, the Town has successfully negotiated a wholesale rate reduction of approximately \$149,000 per year, to be effective in 2011, and that the timing of the retail rate increase should be implemented in approximately February 2012, and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Town of Williamsport to take the aforementioned actions as required.

Councilman James Kalbfleisch made a motion to adopt Resolution 2011-06 as presented, seconded by Councilman Tim Fraker with all voting in favor, motion carried.

Mayor James McCleaf informed the Council that Mr. Les Milburn t/a Pappy's Ice Cream 17821 Broadfording Road Hagerstown MD 21740 is seeking permission to drive his portable ice cream truck in the Byron Memorial Park. A discussion was held concerning Mr. Milburn's request and the Council all agreed not to permit Mr. Milburn to solicit his product in Byron Memorial Park.

Mayor James McCleaf reviewed with the Council Resolution 2011-05 Town of Williamsport Waste Water System Improvements Bond Anticipation Note.

A Resolution of the Council of The Town of Williamsport, a municipal corporation of the State of Maryland (the "Town"), to issue and sell, upon its full faith and credit, its general obligation bond anticipation note in the aggregate principal amount of One Million Six Hundred Thousand Dollars (\$1,600,000.00), or such lesser aggregate principal amount as is determined as provided for herein, pursuant to the authority of Sections 31 through 37, inclusive, of Article 23A of the Annotated Code of Maryland, Section 12 of Article 31 of the Annotated Code of Maryland, Section 63 of the Charter of the Town of Williamsport, and Ordinance No. 01-09, passed by the Council of the Town (the "Council") on January 12, 2009 and effective on February 2, 2009, as amended and supplemented by Ordinance No. 01-11, passed by the Council on June 13, 2011 and effective on July 4, 2011, the note to be designated "The Town of Williamsport Wastewater

System Improvements Bond Anticipation Note of 2011”, the proceeds of the sale thereof to be used and applied for the public purpose of financing, reimbursing or refinancing a portion of the costs of upgrading the Town’s sewer system, including (without limitation), various inflow and infiltration improvements, rehabilitating or replacing sewer lines and manholes and upgrading pump stations, together with the acquisition of necessary property rights and equipment, related site and utility improvements, related architectural, financial, legal, planning, design, engineering, construction, renovation, improvement and equipping expenses, costs of issuance and capitalized interest; prescribing the form and tenor of the note and the terms and conditions for the issuance and sale thereof by private negotiation to SunTrust Bank; prescribing the terms and conditions of the note and all other details incident to the issuance, sale and delivery of the note; providing for the advancement of the proceeds of the note; covenanting to issue the bonds in anticipation of which the note is issued when, and as soon as, the reason for deferring the issuance thereof no longer exists; providing for the levy and collection of ad valorem taxes sufficient for the prompt payment of the maturing principal of and interest on the note; providing that the full faith and credit and unlimited taxing power of the Town shall be irrevocably pledged to the payment of such principal and interest; providing that principal of and interest on the note may be payable from other sources legally available for that purpose; making or providing for the making of certain representations, covenants and designations relating to the tax-exempt status of interest payable on the note; and generally relating to the issuance, sale, delivery and payment of and for the note.

Councilman Tim Fraker made a motion to adopt Resolution 2011-05 Town of Williamsport Waste Water System Improvements Bond Anticipation Note as presented, seconded by Councilman Asst. Mayor Tony Drury with all voting in favor, motion carried.

Mayor James McCleaf reported that Snyder Environmental has started the rehabilitation on Pump station one and things are going well.

### **Citizen Participation**

Town resident Debbie Robinson questioned the Mayor and Council concerning what would a demolition ordinance provide or address for the Town of Williamsport. Mayor McCleaf responded and stated that the Town's Planning and Zoning Commission would be making recommendations to the Town & Council.

Stephanie McGee from McGee's Tavern requested that the Town reinstall sweeper signs located down at the Tavern as well as needing recycle bins. Mayor McCleaf responded that these issues would be addressed.

A motion was made by Councilman Tim Fraker to adjourn, seconded by Councilwoman Maya Haines with all voting in favor, motion carried, meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer  
Town Clerk  
Town of Williamsport