

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MEETING MINUTES
September 10, 2012**

A regular meeting of the Williamsport Mayor and Council was held on September 10, 2012, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

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

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 Jim Kalbfleisch to accept the minutes of the regular meeting minutes held on August 13, 2012, and the special meeting minutes from September 4 2012 seconded by Councilman Bill Green with all voting in favor motion carried.

Financial Report

Mayor James McCleaf gave the financial report. A motion was made by Councilman Jim Kalbfleisch to accept the financial report as presented seconded by Councilwoman Joan Knode with all voting in favor.

Guests

Mayor James McCleaf introduced Mike Nestor of Thrasher Engineering.

PROJECT STATUS REPORT

TEI Project # 20-0963

September 10, 2012

Delivery Dates on Generators

- PS #1 – Shipping 10/12
- PS #2 – Shipping 9/21
- PS #3 – Generator is currently being shipped

Change Order #8 is approved by USDA:

- Roof is under construction, lighting to be completed
- New siding, doors, etc. at PS #4 (doors are ordered)
- Install roof hydrant at PS #4

Mayor James McCleaf introduced Linda Ebersole, owner of L & J Liquor Store in Williamsport. She was present to convey disappointed over the C & O Canal Day committee having placed vendors in front of her business taking away parking space for her customers. She questioned the Mayor and Council who decided to allow these parking space be taken away from downtown businesses and what can be done to avoid this in the future. Mayor James McCleaf advised that the Mayor and Council supported the decision to close the streets at the first C & O Canal Day Committee meeting. Ms. Ebersole asked if there were any business owners present at this meeting and the Mayor responded yes there were business owners present at that meeting. Mayor McCleaf informed Ms. Ebersole that the C & O Canal Day Committee would be reviewing what did and did not work at the meeting for the next year's event and would bring their recommendations to the Mayor and Council.

Mayor James McCleaf introduced business owner Rose Harris from Desert Rose and Scott Gordon, business owner River City Cycles voiced concerns about safety and disruptive behavior in the downtown of Williamsport. They urged the Mayor and Council to look into establishing to curb activity that is hurting businesses and the quality of the town. Ms. Harris said that people linger outside of her shop, drink in public and often ask patrons for cigarettes which has affected her business. Mr. Gordon also spoke informing the Council that they need to hold the landlord and property owners responsible for tenants with whom they rent. Mayor James McCleaf stated that this is not a new issue and the Town had looked into a nuisance ordinance. Mayor McCleaf further stated that the Town needs to determine its plan of attack to curb disruptive behavior that is causing concerns for the business owners. He also stated that the Town is going to take a very active approach to this issue.

Mayor James McCleaf introduced Sheriff Department Deputy Carl Witmer. Deputy Witmer explained to the Mayor and Council that he has borrowed two neighborhood watch cameras that he has placed into use on West Church Street and McGees Tavern. Deputy Witmer explained that he and Town Clerk Donnie Stotelmyer and Tom Alexander from the Hagerstown City Police Department are working on a grant so the Town can purchase their own cameras to be used throughout the Town. The goal of these cameras is divert crime and get the bad ones to move on. Deputy Witmer has received complaints of juveniles using cigarettes and that issue has been addressed. Councilwoman Maya Haines stated that she has had with interaction with a man causing a disturbance in a store and when ask about him to leave the store the man lunged at her and she does feel threaten by him. Deputy Witmer informed the Council that there are issues that he does not hear about and if there are issues he needs to know about please leave word at Town Hall or email a message.

Mayor James McCleaf introduced Joyce Kramer, Chairperson for the C & O Canal Days event. She requested to meet with the Mayor and Council to review go over this year's event.

Correspondence

Mayor James McCleaf read a thank you letter from Boy Scout Troop #101 of Warren Ohio, thanking the Mayor and Council for the assistance during their stay at River Bottom Park.

Mayor James McCleaf reported that the Washington County Chapter of the Maryland Municipal League will be held on Monday, September 24, 2012 and will be hosted by the Town of Keedysville. The meeting will be held at the McClellan Gun Club located at 5241 Red Hill Road in Keedysville. The social hour will begin at 6:00 pm followed by the evening meal at 6:45 pm. The menu for the evening will consist of grilled steak, baked potato, green beans, dessert and plenty of cold beverages.

Mayor James McCleaf informed the Council they are invited to attend a "Remembrance in the Park" memorial ceremony in the Washington County Emergency Services Tribute Gardens at Hagerstown City Park. This memorial ceremony will honor our fallen heroes who have made the ultimate sacrifice to keep our community safe. It is also a time when we honor those who currently serve in the military and emergency services and the citizens who volunteer to keep our community safe.

Mayor James McCleaf reported that Volunteer of Washington County is a newly formed non profit which embraces the words of Gandhi who said, "Be the change you want to see in the world." Their organization is committed to mobilizing volunteers to help those in need and to strengthen our community as a whole.

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 the upcoming C & O Canal Days scheduled for August 25 & 26, 2012. Civil war event was a wonderful weekend - he received lots of compliments. They are getting ready for WWII weekend.

Planning Commission

Subject: Activities Report for August, 2012

Permits Reviewed and Disposition Made:

2012-33	242 Maplehurst Av. No Fee	Utility Shed (14 x 12)	Approved
2012-34	10 N. Artizan Street \$50.00	Utility Shed (16 x 20)	Approved
2012-35	101 S. Artizan Street \$50.00	6 ft privacy fence	Approved

2012-37 29 Springfield Lane Construct Pool House Approved
\$50.00

Permits Being Reviewed:

2012-14	31 W. Salisbury St.	Replace Porch	Pending
2012-17	38 E Potomac St.	Commercial	Pending
		1. Tentative approval acknowledged pending positive review by WCTA.	
		2. Requested State involvement with traffic light corrections	
2012-23	22 N.Conococheague St.	Commercial Retail	Tabled
2012-28	21 N.Conococheague St.	Commercial Retail	Awaiting attorney review
2012-32	2 N. Conococheague St.	Rev of Park and Ride I81	Pending Review
2012-36	15801 Lockwood Road	Commercial Zoning	Awaiting formal permit

Old Business:

Buffer Ordinance – pending from attorney, completion not known
Demolition Ordinance – pending from attorney, completion not known

New Business:

1. Incorporation of Zoning Ordinances on to Town Web Site work underway.
 - a. Clerk's Office file being review for accuracy by Attorney's office, Completion not known
2. Vacant Structure Ordinances draft being prepared, projected completion Oct. 2012

Legal Council

No report

Sheriff's Report

Mayor James McCleaf gave the August 2012 Sheriff's report.

Council report

Mayor McCleaf gave the following pool report:

**Pooches and their People Splash Goodbye to Summer at the
Pooch Plunge at L. Beard Miller Pool in Williamsport**

On September 1st the Humane Society of Washington County, Inc. (HSWC) and the Town of Williamsport hosted the 1st Pooch Plunge at L. Beard Miller Pool at Byron Memorial Park in Williamsport. The event drew over 50 dogs and helped raise over \$350 for the shelter. Pool is Closed.

Councilman James Kalbfleisch had no report.

Councilwoman Joan Knode wanted to thank Junior Brown for making improvements to the tenant house up at the Springfield Farm Barn.

Asst. Mayor Tony Drury reported that the recycling guidelines that were being handed out were not up to date. He will be provided Town Clerk Donnie Stotemyer new up to date guidelines. He also reported he is working with the company to donate some recycling bins to be used at the Springfield Farm Barn and for events held in the Town such as C & O Canal Days etc.

Councilman Bill Green reported he has been handling some parking issues. He also advised he the Town of Williamsport has hired a new parking attendant. He reported that he has been working with Pro Pot Hole Company to compare repair pot holes in the Town of Williamsport. Asst Mayor Tony Drury raised concerns about having Pro Pot Hole repairing holes in parking spaces. He feels repairing the holes in street is fine but the parking space holes can be repaired at a lesser rate by town employees. Town resident Jerry Stumbaugh asked if the Town has a five year plan for capital projects to overlay the streets in Williamsport. Mayor McCleaf explained the town has applied for grants to make the necessary repairs because the state funding has been slashed and there are no funds for repairs.

Councilwoman Maya Haines had no report.

Mayor's Report

Mayor James McCleaf reported it has been a busy month.. He also stated that Draper McGinley Auditing firm is finishing up on the-audit for the Town of Williamsport. He meet with the little league that had some issues concerning their lease agreement. Councilman Bill Green invited Mayor McCleaf to meet with the paranormal people who are in town looking for ghosts.

Unfinished Business

Councilman Bill Green reported on the upcoming Rockin River Bottom Event.

- Estimating attendance at 300-500
- Food Vendors
- All 5 bands have been announced
- Police are participating (state and county)
- DNR boats are on board
- Information is being handed out
- Staff is meeting September 2, 2012 to finalize
- Snow fence is going up this week
- State's attorney volunteers
- Dumpsters and port-a-pots are taken care of
- River Bottom is mowed and ready
- Signs have been posted

New Business

Mayor James McCleaf explained to the Council that Mr. Robert McDaniel has been employed by the Town of Williamsport to fill the vacant parking meter attendant position. Asst. Mayor Tony Drury made a motion to appoint Mr. Robert McDaniel as a parking meter attendant for the Town of Williamsport, seconded by Councilman Bill Green with all voting in favor motion carried.

Mayor James McCleaf reviewed with the Council that the Appalachian Regional Commission approved a grant in the amount of \$275,000 to the Town of Williamsport for the Williamsport-Cushwa Basin Facility project. This project will construct a new visitors center in the Town of Williamsport business district. Mayor McCleaf explained the Council needs to entertain a motion for acceptance of the grant award. Councilwoman Joan Knode made a motion to accept the ARC award for \$275,000 seconded by Councilwoman Maya Haines with all voting in favor motion carried.

Mayor James McCleaf advised the Council that before he discusses the engineering agreement between the Town and Thrasher Engineering for the Visitors Center and the water tower projects, he wants to get with the Town Attorney.

Mayor James McCleaf discussed with the Council that Ms Carin Trecannelli from Out of the Darkness Campus is requesting permission from the Mayor and Council to host a walk in Williamsport in June 2013. He advised he would ask Town Clerk Donnie Stotelmyer to contact Ms. Trecannelli to have her attend the next scheduled Council meeting to let her give the Mayor and Council a detailed description of the event and what is involved before giving permission to host a walk.

Deputy Carl Witmer of the Washington County Sheriff's Department announced that he received donated bike helmets and sound devices as a pro-active way to prevent injury for those kids riding bicycles in town. River City Cycle owner Scott Gordon along with Deputy Witmer are going to provide a bike safety class and hand out helmets along with checking the safety of the bicycle to those children in attendance. This is scheduled for Saturday, September 29, 2012 in Byron Memorial Park Pavilion One. Deputy Witmer also reported he is working on public safety by installing speed cameras at Springfield Middle School and along Route 11, two other cameras will be installed on Springfield Lane. These cameras must be located within a one mile radius of the school. Deputy Witmer also informed the Town beginning October 1, 2012 all scooters and mopeds will need to be tagged and insured by their owners.

Citizen Participation

Town resident Jim Jewels asked the Mayor and Council to speak up during the Council meeting so other town residents will be willing to attend monthly meetings.

Town resident Chris Grimes questioned the Mayor and Council concerning the grants for the Visitor Center. She feels the money that is matched to the grant money could be better used to help protect the local citizens etc. She questioned if the C & O Canal Committee takes minutes

during their meeting and Mayor McCleaf advised that yes Town Clerk Donnie Stotelmyer has those minutes.

Town resident Gary Grimes questioned the Mayor and Town Council did the C & O Days Committee allow the local 5013(c) non-profit organizations to participate. Mayor James McCleaf advised yes the Blue Band, the Lions Club and other organizations participated.

Town resident Walter Wolfe questioned the Mayor and Council if the Town has a plan to pave the streets of Williamsport. Mayor McCleaf advised yes they did have a plan in place.

Town resident Ken Lafferty questioned the Mayor and Council concerning sidewalk repair. Mayor McCleaf advised according to Town Attorney the resident is responsible for the upkeep of their sidewalk.

Mr. Leigh Zahm Workshop Committee Chair for Being Gods Hands reported on the following:

During the week of June 15th – 22nd 2013, the Mason-Dixon Workcamp 2013 will be touching the lives of hundreds of needy people in Washington County, Maryland and Franklin County, Pennsylvania by performing repairs and maintenance projects on residents' homes. Our group at Trinity Lutheran Church in Smithsburg, Maryland, alongside Group Cares located in Loveland, Colorado, is sponsoring this workcamp and we are asking you to partner with us in this endeavor.

Group Cares began in 1977 with the Colorado Flood Disaster Recovery Workcamp. Since then, thousands of young people and their adult leaders have participated in hundreds of Workcamps throughout the United States, Mexico, and Canada. Many families have received much needed assistance in home repairs and building projects that they probably would not have received otherwise.

Group Workcamps Foundation (a 501(c)(3) non-profit organization) will be coordinating up to 500 Christian youth and adults to volunteer their time, energy, and resources to work on 60-80 homes in our area. GWF will provide \$30.00 per registered participant for the purchase of building materials (i.e., lumber, paint, caulking, etc.) for the projects. Our church's role is to identify the homes for repair, assess the specific home repair needs, and raise \$25,000 for construction supplies to complete the projects.

Would you partner with us by making a monetary donation to purchase building materials to repair the homes of needy families? Please send your tax deductible donations (make checks payable to "Trinity Lutheran Church," Memo Line: Workcamp 2013) to:

A motion was made by Councilwoman Joan Knode made a motion to adjourn, seconded by Asst Mayor Tony Drury with all voting in favor motion carried.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk
Town of Williamsport