

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MINUTES
WORKSHOP
May 4, 2015**

A Workshop meeting of the Williamsport Mayor and Council was held on May 4th, 2015, at the Williamsport Town Hall in Williamsport, MD at 6:30 p.m.

In attendance were:

Mayor James G. McCleaf II

Asst. Mayor Joan Knode

Councilman Bill Green

Councilman Jim Kalbfleisch

Councilman Dustin Byers

Councilman Scott Bragunier

Also present Town Clerk Donnie Stotemyer

Mayor James G. McCleaf II called the meeting to order.

Guests

Unfinished Business

Mayor McCleaf reported a public hearing has been scheduled on June 8th, 2015 at 6:30pm to propose a 2% water rate increase.

Mayor McCleaf reported a public hearing has been scheduled on June 8th, 2015 at 6:40pm to propose a 3.7% sewer rate increase.

Mayor McCleaf reported a public hearing has been scheduled on June 8th, 2015 at 6:50pm to present the 2016 Fiscal Budget.

New Business

Mayor McCleaf informed the Council they will discuss the consideration of reducing a water bill for 28 E Sunset Avenue. Mayor McCleaf informed the Council the water leak was discovered by a member of our staff, the residents were notified and the problem was fixed. The residents are requesting the Mayor and Council consider reducing their bill because of this leak. Councilman Dustin Byers asked if this is a problem that comes up frequently. Mayor McCleaf informed Councilman Byers these leaks/requests for reductions do not occur very frequently, and the Mayor and Council generally only consider reductions to bills for residents, not businesses or apartments.

Mayor McCleaf discussed the renting procedures for the Community Building. Mayor McCleaf called on Town Clerk, Donnie Stotemyer. Mr. Stotemyer informed the Council we recently had a person who rented the Community Building and had paid by check, the check bounced and we will probably not get that money back. It was suggested that moving forward we collect the entire rental fee up front at the time of reservation to hopefully prevent this problem from happening again, but the office staff was seeking approval from the Mayor and Council. Mayor McCleaf informed the Council we will vote on this at the next Council meeting.

Mayor McCleaf presented a preliminary 2016 Town of Williamsport Fiscal Budget. He asked the Council to come to Donnie with any questions or suggestions.

Councilman Scott Bragunier asked where we are with the Veterans banners. Mayor McCleaf asked Councilman Green if we have been around to see where these banners could be hung. Councilman Green said the size of the banners are too long to put out on the light poles because he's afraid kids will be able to pull them down. He is looking at the electric utility poles. Assistant Mayor Joan Knode asked how much each banner costs. Councilman Green thought the large banners were about \$120 and the smaller banner was less than \$100. Councilman Bragunier said he thought they wanted to hang the banners for Memorial Day. Councilman Green said that was the initial goal, but they also can be hung for July 4th and Veteran's Day holidays. Councilman Green will get with the Town Clerk, Donnie Stotemyer to move forward with this project.

Mayor McCleaf discussed the reconstruction of Pavilion #3. He spoke with Assistant Mayor Joan Knode over the weekend about trying to relocate Pavilion #3 in the park. Assistant Mayor Knode said Pavilion #3 will be the newest, biggest and best pavilion in the park and everyone is going to want to rent that building, but they can't because of its proximity to the Springfield Barn and the parking situation. We hardly rent out Pavilion #3 on the weekends because it is rented to people who rent the barn for weddings. Mayor McCleaf said he has a few concerns about relocating the Pavilion. He is concerned about providing water, sewer, and electric utilities. He was also concerned about providing parking and whether the insurance company would allow them to relocate the building when we go to rebuild. Mayor McCleaf asked Town Clerk, Donnie Stotemyer to reach out to the LGIT insurance company to see if they would grant permission for us to relocate the pavilion. Councilman Dustin Byers said it all comes down to generating funds for the town. By relocating the pavilion we could bring in more revenue renting it out. Mayor McCleaf asked the Council what their thoughts were about rebuilding and/or relocating the pavilion. Assistant Mayor Joan Knode said bigger is better and newer is better. It could generate revenue for the town. Councilman Scott Bragunier asked about relocating the pavilion or building a pavilion out at Billy Doub Field. Councilman Bill Green said it makes sense to rebuild it in Byron Memorial Park. Town Resident, Jim Jewells suggested building a building, not a pavilion, and rent it, but also consider designating it as an emergency shelter. He suggested this building be built larger than the current Community Building. He said we could consider getting a liquor license for this new building so it would be a multifaceted building. If it is a designated emergency shelter building, we could get grant money to help with the cost of construction. Williamsport Fire Chief Will Ball said there are no such grants. The Williamsport Fire Hall is a designated emergency center site. If it had to be used as a shelter, they can accommodate up to 400 people. Mayor McCleaf asked Chief Ball if he could check to see if there is any funding available for constructing a building that would act as an emergency shelter. Mr. Jewells said he wants to see Williamsport being on the forefront of Washington County in some of the things we are doing. He knows the Community Building rents well, and adding a similar structure would bring in revenue for the town. Mr. Jewells asked the Mayor if we could pay for such a building with tax free bonds. Mayor McCleaf said we probably could. Mayor McCleaf thanked Mr. Jewells for his comments and suggestions.

Councilman Dustin Byers said he would like to see a sign about how to get to the Springfield Farm Barn. Assistant Mayor Joan Knode said she has been working on making the Barn easier to locate using GPS and google maps, etc. She informed the Council she has been working with town employee, Cyndi Powell to make sure the address of 12 Springfield Lane

is on the town's website. When she searches the barn's address on google it does show the correct address. Assistant Mayor Joan Knode informed the Council she is already renting the barn out into 2017! Councilman Dustin Byers asked if there was any way we could rent out portable air conditioners or fans for the people who rent the barn in the hot months of the summer because it gets very hot in there. Councilman Bragunier said people who rent the barn do so knowing there is no central air and they rent it anyway they don't seem to mind.

Citizen Participation

Mayor McCleaf recognized town resident, Ken Lafferty. Mr. Lafferty was present to raise concerns about the kids riding their bikes without helmets or sounding devices. Mayor McCleaf informed Mr. Lafferty we have a meeting arranged with Sherriff Mullendore at Town Hall on May 15th, 2015. Mayor McCleaf asked Town Clerk, Donnie Stotemyer to make sure we invite Town Attorney, Ed Kuczynski to this meeting and he welcomed Mr. Lafferty to attend, as well.

Mayor McCleaf recognized Chief Will Ball of the Williamsport Fire & EMS Company 2. Chief Ball was present to thank the Town of Williamsport for their support of the local fire company. Without their support they would not have been able to hire a part time driver. They have had a driver in place for the last 7 months. Without the town's support, this would not have happened and it's a great asset to their organization. Chief Ball said when the Pavilion caught on fire, they were able to respond within 2 minutes and 15 seconds and that was mostly due to having someone on site to drive the emergency vehicles. Chief Ball thanked the town and its citizens for their support of Jay Grimes who recently passed away. Jay Grimes did a lot for the town and during the funeral procession, town residents came to stand outside as they drove through town. Chief Ball was very appreciative of the support. Chief Ball spoke about when Donna Spickler was town clerk, she provided them with a list of the addresses for each of the town buildings, which helps them out tremendously when they are responding to fires like the one that occurred at Pavilion #3. Chief Ball said currently they are responding to about 80 fire calls per month and about 100 ambulance calls a month. Chief Ball said they just wrote a grant for a smoke detector program. If they are awarded the grant, they'll be going around to the residents and ensuring they have smoke detectors. Chief Ball said the High School cadet program has 15-20 students. When they graduate from this cadet program, they already have the skill set to go out and get a job right after graduation. Their cadet program won 1st and 2nd place in the state skills competition and will be moving on to Kentucky to compete nationally. Chief Ball said the Fire Company has been doing a lot of training and a lot of fundraising to help the Fire Company keep going. He said they do their best to represent the Town of Williamsport.

Mayor McCleaf asked the Council to move into Executive Session. Councilman Scott Bragunier made a motion to move into Executive Session. This motion was seconded by Councilman Bill Green. With all voting in favor, motion carried.

Meeting adjourned.

Respectfully submitted,

Donnie Stotemyer
Town Clerk, Town of Williamsport