

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MINUTES
WORKSHOP
August 3, 2015**

A Workshop meeting of the Williamsport Mayor and Council was held on August 3rd, 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

Councilman Alan Redding

Also present Town Clerk Donnie Stotemyer

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

Guests

Mayor McCleaf introduced Mr. George Harne. Mr. Harne is an architect who will be designing the plans for the reconstruction of Pavilion #3. Mr. Harne was present to review the bid packet for the reconstruction of the new pavilion. It included advertisement, general requirements and a bid proposal form. Mr. Harne also informed the Mayor and Council that in the packet there would be a bid bond requirement to further protect the town. Mr. Harne explained the plans for the construction of the pavilion. The new pavilion will be very similar to the previous structure. This building will be a seasonal pavilion. Mayor and Council were all happy with the information Mr. Harne shared about the plans for reconstruction. Mayor McCleaf held discussion about the relocation of the pavilion. A decision about relocating the pavilion would need to be decided before the bid packets go out. Our LGIT insurance company said it does not matter if we relocate the site of the pavilion because either way the land has to be properly prepared before construction. Councilman Dustin Byers asked Mayor McCleaf what the town's options are for where the pavilion can be rebuilt. Mayor McCleaf said they could rebuild at the current site or a different site. Mayor McCleaf suggested they go down to the park after the meeting to look at possible alternative sites for the pavilion.

Unfinished Business

Mayor McCleaf informed the Council that Town Clerk, Donnie Stotemyer would be going to the settlement of the 13 W Salisbury property at Town Attorney, Ed Kuczynski's office on August 10th.

Mayor McCleaf reported the town is preparing for its annual financial audit being conducted on August 24th-28th.

New Business

Mayor McCleaf explained we would need permission from the Council to bid out the clock tower project at the next Council Meeting. Town Clerk, Donnie Stotemyer explained to the Mayor and Council that Jerry Stumbaugh with the Planning and Zoning Commission and he have already sought out bids from different vendors based on recommendations from

structural engineer, Dan Matonic. Mr. Stotelmyer said he has the list of different vendors and a recommendation from the Planning and Zoning Commission as to who they would like see the project awarded to. Mayor McCleaf asked Mr. Stotelmyer to call Town Attorney, Ed Kuczynski this week to verify with him if we can move forward with the bid process. Assistant Mayor Joan Knode asked if the weather vane that goes on top of the clock tower could be reattached when this project is completed. Town Clerk, Donnie Stotelmyer said once a contract is awarded he can discuss this added component with the company.

Mayor McCleaf called on Councilman Scott Bragunier. Councilman Bragunier reported he obtained a copy of an ordinance from the City of Hagerstown for excessive use. Councilman Bragunier said this would be for when the town is frequently picking up trash, grass, weeds, etc. Councilman Bragunier said he would like to see the town adopt something similar to this to try and implement some sort of penalty to hopefully cut down on the number of incidents. Councilman Dustin Byers discussed a nuisance ordinance that the City of Hagerstown has adopted. Councilman Byers explained the nuisance ordinance allows the City to implement warnings and then fines for properties that have the cops called on them excessively and this has helped with many of the rental properties. Mayor McCleaf explained it may be difficult for the town to adopt this type of ordinance because it would be hard to track since we do not have our own police force.

Councilman Scott Bragunier reported the new mulch looks good. He asked if it was included in the budget to purchase security cameras for the Springfield Barn. That is in the budget. Councilman Scott Bragunier also reported he met with Greg Snook about creating an Economic Development Council in Williamsport. He said the meeting went well and he learned a lot.

Citizen Participation

Mayor McCleaf recognized town resident, Ken Lafferty. Mr. Lafferty raised concerns about small children on bicycles playing near the post office. He was concerned they would get hit. Mayor McCleaf asked Town Clerk, Donnie Stotelmyer what was the progress on the books we were creating for the Sherriff's Office? Mr. Stotelmyer said one of the books is complete. He is planning on taking the finished book with him to the settlement on August 10th to town attorney, Ed Kuczynski's office for Mr. Kuczynski to review. If Mr. Kuczynski approves of the book, they will share it with the Sherriff's Office and work on finishing the other two books.

Mayor McCleaf recognized town resident, Walter Williams. Mr. Williams asked why the town employees use a \$100,000 piece of equipment, the back hoe, to pick up a couple of bags of trash when the town has a dump truck. Mr. Williams asked the Mayor and Council if they can address this issue. Mr. Williams also raised concerns about a room in town hall that was designated for the use of the Conococheague Little League. This room was assigned to them nearly 30 years ago for their filing. He was shocked to see that the room and equipment had been moved. Mayor McCleaf and Councilman Scott Bragunier explained Town Clerk, Donnie Stotelmyer had contacted Rob Green, the president of the Conococheague Little League to ask permission to move the Little League's room. Mr. Green gave his permission. He told us to move the items that belonged to the Little League and that he would find time to come by and organize everything. The reason the room was moved was so that we had a room where the inmate crew members can take their breaks without being visible to guests coming in to town hall or coming upstairs to meetings with the Planning and Zoning Commission. Mayor McCleaf explained the room that has now been assigned to the Conococheague Little League is actually bigger than the previous room.

Mayor McCleaf adjourned the meeting to move to the park to discuss the relocation of Pavilion #3.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk, Town of Williamsport