

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MINUTES
WORKSHOP
April 4th, 2016**

A Workshop meeting of the Williamsport Mayor and Council was held on April 4, 2016, at the First Energy access road and then moved to 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 Alan Redding
Councilman Dustin Byers
Councilman Scott Bragunier

Town Attorney, Ed Kuczynski
Town Clerk, Donnie Stotelmyer

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

Guests

Meeting started at the site of the First Energy access road with Mr. Jason Divelbiss to discuss the construction of Spirit Services access road. Mayor McCleaf called on Mr. Jerry Stumbaugh from the Planning and Zoning commission to brief the Mayor and Council on the project. Mr. Stumbaugh reviewed the Road Adequacy Report and site plans for the Spirit Services access road. Mr. Stumbaugh called on Mr. Divelbiss to further elaborate on the project. Mr. Divelbiss explained to the Mayor and Council there have been several obstacles to this project. One obstacle was obtaining permission from First Energy to build off of their access road. Another obstacle was to obtain permission to cross land owned by a variety of land owners. After many years and negotiations, all parties are now in agreement to construct this access road and we are ready to proceed. Mr. Divelbiss explained that First Energy would like to convey the First Energy access road to the Town of Williamsport as a public roadway. Mr. Divelbiss reviewed the terms and this is the current status on this project. Discuss was held regarding next steps for acquiring the First Energy access road including signage and painting lines on the road. The Mayor and Council were in agreement that the responsibility of any upgrades to the First Energy access road would be the responsibility of Spirit Services. Mayor McCleaf told the Council we would now reconvene to continue the meeting at Town Hall.

Unfinished Business

Mayor McCleaf discussed the topic of the town accepting a donation of a 24 passenger bus. Mayor McCleaf said the ordinance to accept this donation was introduced at our last Council Meeting and we will need to adopt the ordinance at the upcoming Council Meeting. Town Attorney, Ed Kuczynski said the ordinance will be ready for approval at the upcoming meeting.

Mayor McCleaf discussed the topic of the town approving an agreement with Zion Lutheran Church to utilize their auxiliary parking lot for municipal use. This agreement will need to be adopted at the next Council Meeting.

New Business

Mayor McCleaf called on Town Clerk, Donnie Stotemyer to introduce the “Adopt a Planter” program. Mr. Stotemyer said the town is working on a program for businesses and organizations to adopt a planter this Spring to help beautify the downtown area. The town would supply the pots, soil and a sign acknowledging each organization or business that adopted a pot as a way to advertise for their business. The business or organization would be responsible for planting plants and flowers in their adopted planter and for maintaining and watering the plants throughout the season. Councilman Bill Green said we originally had 7 planters purchased for the Town through a beautification grant and some of those pots were taken up to the barn last year. Assistant Mayor Joan Knode said those pots could be brought back to the downtown area for this program. Councilman Alan Redding said he had heard we were going to charge a fee for people to participate in this program. Mayor McCleaf asked Donnie Stotemyer if we had the paperwork for this project, but it was not available. He said he would bring it to the next Council meeting. Councilman Alan Redding asked if the Garden Club would be interested in taking over and maintaining the planters, but Assistant Mayor Joan Knode said they do not have a good track record of taking care of some of the gardens they have agreed to upkeep in the Town as it is and it might not be wise to rely on them.

Mayor McCleaf discussed this year’s Annual Spring Cleanup event for this year. The Town has scheduled a Tree Planting event on Arbor Day, April 23rd, 2016. In years past, we did the Spring Cleanup and the Tree Planting on the same day and we would like to keep it this way for this year. There was some discussion held about having the Spring Cleanup later in the season, in May, but the Mayor and Council were in agreement to keep the Cleanup and the Tree Planting on the same day.

Assistant Mayor Joan Knode discussed upcoming event on Sunday, May 15th and Open House at Town Hall and Book Signing with author, John Beakes. The Open House will be from 1:00pm-4:00pm. The Book Signing starts at 2:00pm.

Councilman Scott Bragunier said Phase II of the Fitness Trail is bid. The bid packet looked great and the bid submissions are due May 2nd, 2016.

Assistant Mayor Joan Knode reported on the recent Hitching Post event at the Barn on Saturday. She said the event went really well.

Councilman Bill Green said he gave a Town ticketing book to the Town’s Resident Deputy who has been going around and enforcing all of the parking laws. Town employee Anthony Shaffer went around with Deputy Crawford this past Saturday to go over the ticketing regulations. Councilman Green also reported we will have to put a “loading zone” sign on the corner of N. Conococheague Street in front of the Desert Rose Café where the sidewalk is painted red. They frequently stop there to unload products and groceries.

Mayor McCleaf reminded everyone the C&O Canal Days Committee Meeting will be this Thursday, April 7th at 7:00pm at Town Hall.

Councilman Bill Green made a motion to adjourn the meeting. This motion was seconded by Councilman Dustin Byers. With all voting in favor, meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk, Town of Williamsport