

**TOWN OF WILLIAMSPORT  
MAYOR AND COUNCIL MEETING MINUTES  
January 9, 2017**

A regular meeting of the Williamsport Mayor and Council was held on January 9, 2017, at the Williamsport Town Hall Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II  
Asst Mayor Joan Knode  
Councilman Dustin Byers  
Councilman Jim Kalbfleisch  
Councilman Bill Green  
Councilman Scott Bragunier

Also present, Town Attorney, Ed Kuczynski.

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

A motion was made by Councilman Dustin Byers to accept the Regular Council Meeting Minutes from December 12, 2016. This motion was seconded by Councilman Scott Bragunier. With all voting in favor, motion carried.

**Financial Report**

Town Clerk, Donnie Stotemyer presented the financial report for December. Councilman Scott Bragunier made a motion to accept the financial report as presented. This motion was seconded by Councilman Dustin Byers. With all voting in favor, motion carried.

**Guests**

Mayor McCleaf introduced Linda Irving Craig from the Washington County Children's Village. Ms. Craig was present to update the Mayor and Council about what the Children's Village is doing. The Children's Village is trying to be placed under the Washington County Public School's budget because currently the program is funded by grants. All second graders in Washington County attend the Children's Village and even some schools in Pennsylvania want to bring their students to attend the program. There are 116 children from Williamsport School district that have attended the Children's Village this year. Ms. Craig reported there are openings on the board if anyone is interested.

**Correspondence**

Mayor McCleaf shared an invitation to the Boys and Girls Club Steak and Burger Dinner on April 20, 2017 at Hager Hall and Conference Center. Silent Auction starts at 5:30pm with Dinner and Entertainment starting at 6:45pm.

**Reports:**



**Code violation 2014**  
2014-44 104 E Potomac Street  
by County

**Responsibility:** B.Green;D. Stotelmyer  
Bus Shelter (County Request)Fed monies not allocated

**Proposed by County 2014**

**Responsibility:** D. Stotelmyer \ Mark Stransky

**Planning Follow-up**

9/15/2014 Town Clock Reclamation  
budgeted by Council -2015;

Update Town Clock Structure Funds

**2015 Town Project**

Await Contractor bidding – 2015

No Change - 2016

**Responsibility:** D. Stotelmyer

1/18/2015 Town Center  
Council - 2015

Sidewalk Usage Ordinance

Approved by

Awaiting Document – 2015

No Change - 2016

**Responsibility:** Town Attorney

**Zoning Review for Proposed Business:**

One application being reviewed for 31 E Salisbury Street

**Respectfully Submitted,**

*Charles Stumbaugh*

**Chairman**

**Planning and Zoning Commission**

**Legal Council**

No report.

**Sheriff's Report**

Mayor McCleaf gave the December Sheriff's Report.

**Council report**

Asst. Mayor Joan Knode reported it was a good year for the Barn. They estimated there were about 10,000 visitors for Charlie Brown Christmas. They had a donated sound system to play Christmas music during the event. They received a \$500 donation from the Dewit Delauter Estate Foundation to be used towards the Town Museum. Assistant Mayor Knode said they are now working on clearing the trees out of the barn to get it ready for wedding season. She said they are already booking out into 2018 for events and weddings. The total amount of donations collected during the Charlie Brown Christmas was \$4,827.49.

Councilman Jim Kalbfleisch reported Christmas in the Park was really nice this year. He received a lot of positive feedback on the decorations this year.

Councilman Scott Bragunier reported the collections from Christmas in the Park were fantastic this year. There were 16 nights where groups stood in the house and collected donations. This year the groups that participated are Washington County Boys and Girls Club, Potomac Junior Bass Masters, Boy Scout Troop #17, and the Williamsport Wrestling Club. The total amount of

donations collected was \$19,891.65. Councilman Scott Bragunier reported we lost 5 businesses this past year, but we also gained 5 new businesses. Councilman Bragunier reported there are a few more businesses expected to open in the New Year.

Councilman Dustin Byers reported he met with Jennifer Carbaugh. Together, they reviewed the Town website and other websites to see where we could make improvements. They have conducted research into possible companies to revamp our website and they have narrowed the list down to three companies.

Councilman Alan Redding was not present. No report.

Councilman Bill Green reported the parking meters were covered during the Christmas and New Year's holiday for free parking. The bags have now been removed and are back to normal.

### **Mayor's Report**

Mayor McCleaf reported that the conversion of the Town's software management to Tyler Technologies is going well. The fiscal branch of the system should be fully converted in the near future and we are ahead of schedule for the overall process. Mayor McCleaf reported on the Phase II water line replacement project. We are working with MDE to get approval to put that project out to bid. Mayor McCleaf reported we recently submitted an application to Federal Lands Access Program to overlay roads throughout the Town. The grant request was for \$983,000.

### **Unfinished Business**

Mayor McCleaf reviewed the winners for the 2016 Christmas Decorating Contest. The prize money has been mailed to the winners.

### **Best Decorated Home**

- 1<sup>st</sup>: 28 Springfield Lane-Jay Lauver
- 2<sup>nd</sup>: 13 W Sunset Avenue-Emma Hoover
- 3<sup>rd</sup>: 29 S Artizan Street-Justin Castle and Amanda Chaney

### **Best Decorated Entryway**

- 1<sup>st</sup>: 215 E Potomac Street-Williams Carrier
- 2<sup>nd</sup>: 9 N Artizan Street-Jessica Williams
- 3<sup>rd</sup>: 36 W Salisbury Street-Phill Murray

### **Best Decorated Business**

- 1<sup>st</sup>: River City Barber Shop
- 2<sup>nd</sup>: Rosemary's Florist
- 3<sup>rd</sup>: Canal View Candle & Barrel Co.

### **New Business**

Mayor McCleaf asked the Council for a motion to accept an \$80,000 Strategic Demolition Grant from Maryland Department of Housing and Community Development. This grant will be used in

relation to the project to relocate the C&O Canal NPS Headquarters. Councilman Scott Bragunier made a motion to accept the grant. This motion was seconded by Councilman Dustin Byers. With all voting in favor, motion carried.

Mayor McCleaf introduced the request to consider an amendment to the Ordinance pertaining to prohibiting animals and use in corporate limits. Mayor McCleaf asked town clerk, Donnie Stotemyer to discuss this further. Mr. Stotemyer said Councilman Green has requested to change the verbiage in section 1, A and 1A. Councilman Green said that three years ago he was told that the Reptile Ordinance was not going to be a problem and that he was granted an exception. Recently, he learned that was not true. When he read the ordinance closer, it states that reptiles are not allowed to be kept in corporate limits, but he feels like the word “reptiles” is too broad of a term and should be better defined. Town Attorney, Ed Kuczynski asked if the language he is referring to is from the Town’s Ordinance or from the County’s Ordinance pertaining to prohibited animals. Councilman Green said it was not the Town’s Ordinance. Mr. Kuczynski thought that the Town’s Animal Ordinance was adopted from the County’s Animal Ordinance. There was discussion about the versions and dates of the County’s Animal Ordinance. Mr. Stotemyer said the Town has adopted the 2010 County Ordinance, not the 2014 County Ordinance. Councilman Green said the Town’s Planning and Zoning Commission contacted him to notify him he was in violation of the Animal Ordinance. Town Attorney Ed Kuczynski questioned why the Planning and Zoning Commission was acting as a code enforcer. He argued they should not be involved in code enforcement. Town Attorney Kuczynski said the first thing we need to verify is whether or not the Ordinance in question is in fact in place. If the County Ordinance regarding Animal Control does not address reptiles, then the Town’s Ordinance will need to be reviewed and possibly amended if the Mayor and Council were all in agreement to do so.

**Citizen Participation**

No citizen participation.

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

Respectfully submitted,

James McCleaf, II  
Mayor of Williamsport  
Town of Williamsport