

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MEETING MINUTES
October 10, 2016**

A regular meeting of the Williamsport Mayor and Council was held on October 10, 2016, 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

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 September 12, 2016 and Workshop Meeting Minutes from October 3, 2016. This motion was seconded by Councilman Scott Bragunier. With all voting in favor, motion carried.

Financial Report

Mayor McCleaf presented the financial report for September. He also presented a Budget Amendment 2016-01 regarding the general fund. Councilman Jim Kalbfleisch made a motion to accept Budget Amendment 2016-01. This motion was seconded by Councilman Bill Green. With all voting in favor, motion carried.

Guests

Mayor McCleaf introduced Alan Rodgers and Anthony Thim with the Board of Directors of the Williamsport Community Band. Mr. Rodgers and Mr. Thim were present to thank the Mayor and Council for all they do for the Williamsport Community Band. They especially wanted to thank Assistant Mayor Joan Knode for all they have done at the Springfield Barn for them. Mr. Rodgers and Mr. Thim talked about the Williamsport WWII Weekend this past weekend and the concert they performed saying it was a great concert. Mr. Thim reviewed the history of the Community Band and their relationship with the Town of Williamsport. Mr. Thim said they recently requested some assistance with additional lighting on the stage area of the Springfield Barn where they perform and the Town responded with additional and great new lights to showcase the band to help the band members see the music better. Everything the Community Band have asked from the Town has been addressed and they expressed their gratitude for our great relationship and cooperation. Mr. Thim announced we will once again be hosting the Maryland Community Band Festival at the Barn. That is scheduled to take place on June 10th and 11th, 2017. It will bring in a lot of people to the Town of Williamsport and it is a great event.

Correspondence

Reports:

2015 Project

Await Contractor bidding - 2015

1/18/2015 Town Center
Council - 2015

Responsibility: D. Stotemyer
Sidewalk Usage Ordinance

Approved by

Awaiting Document – 2015
Responsibility: Town Attorney

Zoning Review for Proposed Business:

There were (2) applications reviewed and approved

Respectfully Submitted,

Charles Stumbaugh

Chairman

Planning and Zoning Commission

Legal Council

No report.

Sheriff's Report

Mayor McCleaf gave the September Sheriff's Report.

Council report

Asst. Mayor Joan Knode reported the Canal Town Partnerships meeting recently. At the meeting, Donnie Stotemyer spoke about all of the projects underway in Williamsport and everyone was very excited by what is going on here. Assistant Mayor Joan Knode reported on some updates to the museum and tenant house that are almost complete. She reported they will soon start decorating the Barn for Charlie Brown Christmas and this year they will also decorate the museum and tenant house with different displays. Assistant Mayor Joan Knode also reported the Williamsport WWII Weekend event at the barn this past weekend was wonderful.

Councilman Jim Kalbfleisch reported he attended the Williamsport WWII event on Sunday. He reported on how wonderful the memorial concert was by the Community Band.

Councilman Scott Bragunier reported the employees are going to start getting the park ready for Christmas.

Councilman Dustin Byers had no report. Councilman Byers asked about the old Sheetz building and if there were any updates on the property. Mayor McCleaf said Town Attorney, Ed Kuzcynski was supposed to come to tonight's meeting and report on the old Sheetz building, but he got hung up at the office and was unable to make it. Councilman Byers asked what the square footage is compared to the square footage of the museum. Mayor McCleaf said he wasn't sure, we would have to measure it. Councilman Bragunier said he thinks it would be about the same. He asked if Councilman Byers was thinking about maybe having the Town Museum in the old Sheetz building. Councilman Byers said maybe it would be an option because he has always wondered what would happen if there was a fire in that building and we lost everything all of the

Town's artifacts. Councilman Bragunier asked about renewing and maintenance of the sprinkler system in the barn.

Councilman Alan Redding was not present; no report.

Councilman Bill Green reported on results from a recent traffic study on E. Salisbury. They conducted a study on speeding because of multiple complaints of vehicles speeding on that road. The results indicated that only 2.2% out of 10,000 vehicles over a two week period were speeding through the area on E Salisbury Street. The Sheriff's Department felt that the study doesn't warrant further follow up with additional monitoring for speeding violations.

Councilman Scott Bragunier said he liked that the study was done and asked if it could be done in other areas of the town as well. Mayor McCleaf said we could make a special request to study other streets. Councilman Bragunier suggested we continue to study other streets. Councilman Bill Green said the average speed was 20 mph on that street. He explained it is an electric machine and the report shows the speed limit, the average speeds and the time of day.

Councilman Green said he forgot to bring the report with him to this meeting, but he will talk with Town Clerk, Donnie Stotemyer about making copies for everyone to review at the next meeting.

Mayor's Report

Mayor McCleaf had no report.

Unfinished Business

Mayor McCleaf informed the Council they would need to adopt the Williamsport Fiscal Audit Report for 2015-2016 before the November 1st deadline. Mayor McCleaf asked for a motion. Councilman Bill Green made a motion to adopt the Town Audit for 2015-2016. This motion was seconded by Assistant Mayor Joan Knode. With all voting in favor, motion carried.

Mayor McCleaf informed the Council he needs a motion to renew the Town CD with M&T Bank. Councilman Scott Bragunier made a motion. This motion was seconded by Assistant Mayor Joan Knode. With all voting in favor, motion carried.

Mayor McCleaf informed the Council they would need to pass a motion to adopt Resolution 2016-02 to authorize a loan from MDE for the Phase 2 Water Improvement Project. Councilman Bill Green made a motion to adopt Resolution 2016-02. This motion was seconded by Councilman Jim Kalbfleisch. With all voting in favor, motion carried.

New Business

Mayor McCleaf asked Councilman Bill Green if he had a chance to review the bid submission for mowing and snow removal. Councilman Green said he didn't have a chance to review it yet. Mayor McCleaf informed the Council only one bid was submitted for mowing and snow removal, but Councilman Green wanted to compare it to last year before we accepted the proposal. Councilman Byers asked about how we advertise the bids and if we send it out to different companies. Mayor McCleaf discussed the bidding process. The bid was advertised in the paper and many people picked up the bid packets, but only one company submitted a completed proposal. This will be tabled until the November Council Meeting for approval.

Citizen Participation

Mayor McCleaf recognized town resident, Ms. She asked if there were any updates regarding her previous complaint about dirt bikes behind the alley of Tony's Pizza. Mayor McCleaf referred her to Deputy Sherriff Jason Crawford who was present at the meeting and who could discuss that with her after the meeting. She also asked about stop sign coming out of Byron Memorial Park. She observed that people do not stop at this sign. Again, Mayor McCleaf referred her to the Deputy Sherriff.

Councilman Scott Bragunier 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