**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**August 14, 2017**

A regular meeting of the Williamsport Mayor and Council was held on August 14, 2017, at the Williamsport Town Hall Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor William Green

Asst Mayor Joan Knode

Councilman Dustin Byers

Councilman Dennis Grove

Councilman Jim Braswell

Town Attorney Ed Kuczynski

Also Town Clerk, Donnie Stotelmyer

Mayor William Green called the meeting to order.

A motion was made by Councilman Dustin Byers to accept the Regular Council Meeting Minutes from July 10, 2017 .This motion was seconded by Councilman Dennis Grove. With all voting in favor, motion carried.

**Financial Report**

Town Clerk Donnie Stotelmyer presented the July 2017 Financial Report. Councilman Jim Braswell made a motion to accept the financial report as presented seconded by Councilman Dustin Byers. With all voting in favor, motion carried.

**Guests**

Mayor William Green introduced, Rob Hebb from Thrasher engineering. Mr. Hebb was present to review the towns Phase II Water Improvement Project the certified bid tabulations for this project. Mr. Hebb informed the mayor council based on the certified bid tabulations and upon the availability of sufficient funding for the project, Thrasher engineering makes the following recommendations for award. Snyder Environmental Services in the amount of $1,160,606.00. The base bid of $1,855,098.50 deductive alternate #1 was $159,008.75 deductive alternate #2 was $244,258.75 deductible alternate #3 204,922.50 deductible alternate #4 $20,115.00 deductible alternate #5 $66,187.50. If at the end of construction contingency money remains Thrasher Engineering recommends that the deductive alternates are reintroduced back into the contract in the reversed order.

Mayor William Green introduced, our Circuit Rider, Audi Colombo. Audi reported that we are working on safe routes which would provide construction for children to travel to and from the school district. Ms. Colombo also stated that the Federal Lands Access Program “FLAP” that we are waiting on award letter of $983,000. Audi also stated that she recently sent in a grant through DNR- Community Parks and Playgrounds asking $54,000 to re-plaster the Byron Memorial Pool. She also mentioned the UTV Grant Application that was filed through to Maryland Rural Council was awarded to Fire and EMS for $22,000.

**Correspondence**

Mayor Green read a “thank you card” from Jen Carbaugh

Mayor Green read a “thank you card” from the Braswell family

**Reports:**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

No report.

**History and Museum Board**

Jerry Knode of the history museum board reported that they are seeing a lot of visitors to the museum and recently received a large amount of WWII dug-out newspapers.

**Planning Commission**

Mayor Green presented the July report.

**Legal Council**

Town Attorney Ed Kuczynski reported that annexation of the Fulton Property adjacent to the I-81 that runs along the fence line. The paperwork is being completed and should be presented at the next meeting regular scheduled council meeting. Mr. Kuczynski also reported that one of the conditions that the property tax be forgiven until the property is developed.

Town Attorney Ed Kuczynski recently met with Jason Divelbless Associates and they reviewed the first energy access road dedication documents and will be presented at the next regular scheduled council meeting.

**Sheriff’s Report**

Mayor Green gave the June Sheriff’s Report.

**Council report**

Asst. Mayor Joan Knode reported the town buildings are in good shape. There is some weed issues along Clifton Drive, that need to be addressed. She attended a small museum meeting in town of Sharpsburg at the Tulson Chapel. She said there is 109 days until Charlee Brown Christmas this year. She also attended the “bobble head night” for Boots Poffenburger and the Hagerstown Suns. Williamsport Fire and EMS Company is having Barn Bash on Saturday, August 19th, tickets are $10 each. She also reported the Reagan Years band will be at the barn on the C&O Canals Days on Saturday, August 26th for free. The Town shuttle bus will be shuttling people around during C&O Canals Day this year.

Councilman Dustin Byers reported he needed some information about the website host and asked Town Clerk Donnie Stotelmyer if he could provide him. The new website should be up in the next week and it looks great. It is mobile friendly and it you can receive phone updates.

Councilman Jim Braswell reported that town will be receiving a formalized award letter from Federal Highway Administration awarding the town $983,000 to mill and overlay and replace sidewalks. He also talked about the park service bypass off the C&O Canal signage is up and that will begin, Thursday, August 17th. He also reported that the state highway administration recently removed debris from the Rt #68 Conococheague Bridge. He also reported that C&O Canal Days is scheduled for Saturday, August 26th and Sunday, August 27th. Cushwa Brewery would be featured along with Knob Hall Winery.

Councilman Dennis Grove reported pool is closing soon on August 25th. August has been a slow month at the pool and that Audi Colombo recently submitted a grant application to Community Parks and playground in the amount of $54,000 to re-plaster the main pool area.

**Mayor’s Report**

Mayor Green reported that town clerk Donnie Stotelmyer was just appointed and approved to sit on the Economic Development Corporation Board of Washington County. He also reported that town hall will be closed September 4th for Labor Day Holiday. The next schedule meeting would be Monday, September 11th. Mayor Green touched on the FLAP Grant and that we are working on it.

**Unfinished Business**

No report.

**New Business**

Mayor Green informed the council that permission would be needed in the form of a motion to advertise for request for proposals for the old sheetz property. Assistant Mayor Joan Knode made the motion, councilman Dustin Byers seconded it with all voting in favor, motion carried.

Mayor Green informed the council that permission would be needed to permit Cumberland Valley Breast Cancer Awareness “Park in the Pink” awareness campaign during the month of October 2017.Councilan Jim Braswell made the motion to permit Cumberland Valley Breast Cancer Awareness for “Park in the Pink” campaign, Assistant Mayor Joan Knode seconded it with all voting in favor, motion carried.

Mayor Green informed the council that the Maryland Water Quality Finance Administration, that a loan ordinance for the Phase II Water Improvement Project would need a motion. This motion would authorize and empowering the town of Williamsport for the public purpose, financing, reimbursing, or refinancing cost of the project identified by the town as the Phase II Water Improvement Project. General obligations bond anticipation notes, each and original aggregate principle amount not to accede $1.5 million. Councilman Dennis Grove introduced MWQFA Loan Ordinance 2017-01 as presented. Councilman Jim Brasewell seconded, with all voting in favor, motion carried.

**Citizen Participation**

Mayor Green introduced town resident, Mr. Walter Williams. Mr. Williams questioned the mayor and council concerning the renovation of the town clock. Mr. Williams stated that he hasn’t seen the gentlemen assigned to work on the clock over the last 2-3 weeks. Mayor Green stated the end caps for the roofing of town clock need to be re-ordered and that would take several weeks to arrive. He questioned the mayor and council on how long a garbage dumpster can sit along the street and Mayor Green said he would have to contact the town resident to address his concerns. Mr. Williams also raised concerns about the towns ordinance against farm animals. Town Attorney Ed Kuczynski informed Mr. Williams that according to the Town of Williamsport zoning ordinance, the ordinance does not permit farm animals. Mr. Williams stated that a family in Williamsport has a 200lb hog at their resident. Mayor Green stated that he is aware of the family and that it is not a hog, that it is a pot belly pig. Mayor Green also stated that he has seen their registration papers for this and it states, that it is a Vietnamese pot belly pig. Mr. Williams informed the council that this family can have a hog, that he would like chickens at his residence. Town Attorney Ed Kuczynski stated that according to the towns zoning ordinance, chickens “foul” are not permitted in the corporate limits in the town of Williamsport. Mr. Kuczynski further states that if Mr. Williams would like to amend the animals zoning ordinance that he can present testimony at a scheduled meeting and he can present at that time. Town Attorney Ed Kuczynski stated that the mayor council is not inclined to amend the animal control ordinance at this time. Mr. Kuczynski informed Mr. Williams that the chicken issue was addressed with the mayor council 3-4 months ago and said he is aware that the town of Boonsboro permits chickens but is unsure about Smithsburg.

Mayor Green introduced town resident, Mr. Ken Lafferty. Mr. Lafferty raised concerns to mayor and council about several months ago, the town was going to organize code books that would be presented to Sherriff Mullendore, our resident Deputy as well as the court commissioners of Washington County. Town Attorney Ed Kuczyknsi informed Mr. Lafferty that the code books are finished and that he just needs to schedule a meeting to present to them. Mr. Lafferty also informed mayor and council that a tree limb is obstructing the view of the stop sign at the end of “commerce street”. Mayor Green informed Mr. Lafferty that the tree will be trimmed immediately.

Councilman Dustin Byers made a motion to adjourn, second by Councilman Dennis Grove will all voting in favor,

Meeting adjourned-

Respectfully submitted,

Donnie Stotelmyer

Town Clerk of Williamsport

Town of Williamsport