**Workshop Meeting Minutes**

**Monday, April 2, 2018- 6:30pm**

In attendance:

Mayor Bill Green

Assistant Mayor Joan Knode

Councilman James Kalbfleisch

Councilman Charles Brown

Councilman Dennis Grove

Councilman Jim Braswell

Councilman Dustin Byers

Town Manager Donnie Stottlemyer

Mayor Green called meeting to order

**GUESTS**

No Guests

**UNFINISHED BUSINESS**

Mayor Green tabled the discussion of the tenant house and museum plan. Explained that planning and zoning administrator Jerry Stumbaugh is on vacation and will present and discuss this topic at the Mays workshop.

Mayor Green informed the Mayor and Council about the Spring Clean-Up Day for Saturday, April 28th, 2018 from 7am to noon.

Mayor Green informed to the Mayor and Council about C&O Canal Trust invitation to participate in their annual ‘Canal Pride Day’ on Saturday, April 28th 2018 from 9am-1pm in Hancock, MD and you must register.

Mayor Green held discussion on 2018 town of Williamsport C&O Canal Days concerning this year’s location. He said he has had conversation with members of the committee which consist of Emily Rider, Crystal Danfelt and Councilman Jim Braswell. Last year they talked to vendors that were located on N. Conococheague Street and there was only 4 of them that said they would like to remain there. He said that the committee had discussed to keep all the vendors at Byron Memorial Park this year. Councilman Dennis Grove stated after last years Canal Days, he spoke to businesses located on N. Conococheague Street and stated that they appreciated the event because it helped with their business. The businesses would like to keep it on N. Conococheague Street. Councilman Dennis Grove asked if the town bus was planning on moving patron arounds to the different location. Mayor Green said yes it was. Councilman Charles Brown stated that the event in years past was dead in the park and that’s why it was moved to the downtown area to try to revive this event. He said it should be held in the downtown area as well as in the park. Councilman Jim Braswell commented that last year, he and Mayor Green walked around on N. Conococheague Street talking to vendors and businesses on how things were going. Councilman Dustin Byers stated that he would like to see this event booming. Mayor Green mentioned that they would like to see 3 beer vendors, if they decide to keep it downtown. Councilman Dustin Byers said competition is good and he would like to see BBQ and craft beers downtown. Mayor Green stated that when the craft beers were on Saturday, they worked out really well and that if they tried to hold it on a Sunday laws would have to change to accommodate that. Councilman Dustin Byers asked if any work has been done with the Old Sheetz property and said if it is could we contact Bowman Development and try to seek permission to utilize their parking area like in years past. Mayor Green stated that the committee would need to know details now to start assigning vendors due to the calls we are already getting to place them. Councilman Charles Brown said in years past he would like to sit benches on N. Conococheague Street for patrons to rest and to eat. Councilman Brown also stated that he would like to see the town solicit blue grass bands to play music in the park for this event. Mayor Green informed the Mayor and Council that last year’s event put this event in the deficit because the monies that were pledged towards entertainment were not committed. Mayor Green asked the Mayor and Council if they would like to have a concert at the Springfield Barn venue as done in years past. Last year’s concert for the ‘Raegan Years’ and stage rental cost the town $6500. Mayor Green also stated that last year’s concert was done the right way. Councilman Charles Brown stated that he and his family had a great time at last year’s event. Asst’ Mayor Joan Knode informed the Mayor that the discovery station in Hagerstown uses the Band ‘Staff Infection’ for a lot of their events. Councilman Charles Brown also stated that he attended the Clear Spring Carnival and they had booked an Eagle’s tribute band that was very good. Mayor Green reviewed with the Mayor and Council several bands that possibly could be booked for a Saturday evening concert for this event. Councilman Charles brown commented that when we hold events it’s all for the community. Mayor Green stated we don’t have to have a big named band for this event. Mayor Green then commented what would the council like to do? Asst’ Mayor Joan Knode recommended about booking the ‘Davinson Brothers Band’. Mayor Green stated that the ‘Reagan Years’ are playing in a location near Williamsport that weekend. Councilman Dennis Grove suggested that we keep the vendors on N. Conococheague Street, it helps all the local businesses. Mayor Green commented about some of the musicians that played throughout the town for tips. Mayor Green informed the council that he would like to have a motion and vote on leaving the C&O Canal Days on N. Conococheague Street at the next schedule council meeting.

Mayor Green held discussion on the Williamsport Redmen Tribe 84 would like to add a second day event with the Williamsport Bike Nite to be held at the Redmen facility on Friday evening. Asst’ Mayor Joan Knode asked as long as they plan and work with the town. Mayor Green said that they would like to partner with the town and that they are asking that our food vendors from our bike nite also be at their event. Mayor Green also stated that the Redmen has already booked the ‘Great Train Robbery’ band to play that Friday evening. Mayor Green said that with the radio adds that we have, he would also include the Redmen. Asst’ Mayor Joan Knode asked what’s in it for Williamsport and do they also need volunteers? Mayor Green stated that he has already booked “Tantric’ band for Saturday evening in Williamsport. Mayor Green Also commented that if we play nice with the Williamsport Redmen, we can always use their help. Councilman Jim Braswell questioned the mayor that would we need a motion at the next council meeting to permit the Town of Williamsport to partner with the Williamsport Redmen. Mayor Green stated ‘Yes’ and that its best if the council and Redmen are all on the same page. Councilman Braswell stated that the Williamsport Redmen have a lot of events scheduled out there. Mayor Green commented that our biggest donor this year is Antietam Broadband. Mayor Green also stated other sponsors for this year’s event include Third Base Tavern and Tony’s Pizza. Massey Ford has participated in years past, but have not yet committed to this year’s event. Councilman Dennis Grove asked do we have to provide additional police coverage? Mayor Green stated yes we do and we usually have up to 4 officers. Councilman Charles Brown stated that it would be nice if the town could provide the white plastic tables for the downtown area for this event instead of the normal picnic tables. Mayor Green stated that he is considering starting this year’s bike nite event 1-2 hours earlier that would begin at 2 or 3pm. Councilman Charles Brown questioned Mayor Green, by having it Friday and Saturday night is that going to hurt attendance on Saturday night in town? Mayor Green said it won’t hurt us because our event is established. Councilman Charles Brown also suggested that we offer to the Williamsport Moose Club and Williamsport American Legion to participate in this year’s event. Mayor Green informed Councilman Charles Brown that the Williamsport Moose Club is part of the event and the Williamsport American Legion has participated in years past and had issues. Mayor Green also informed the Mayor and Council that the Williamsport Moose Club had a good fundraiser. Mayor Green informed the council that the Redmen is planning on a bike run that will end up at bike nite here on Saturday evening.

**NEW BUSINESS**

Asst’ Mayor Joan Knode questioned Councilman Dustin Byers that Canal towns has created an ‘E Brochure’ that she would like to have displayed on the towns website. Councilman Dustin Byers stated that, that wouldn’t be an issue and also informed the mayor and council that the town’s website is in dire needs of updates and events. Mayor Green informed the mayor and council that himself and town manager Donnie Stotelmyer had discussion concerning this same issue and had suggested that Gabby Griener, will be the one designated to make these changes to the towns website.

Mayor Green informed the mayor and council that we have to purchase a new police cruiser for the Washington County Sheriff’s Department. The approx. cost of this cruiser is $48,000 purchased by the town, however will then be owned by the Sheriff’s Department. The Chevy Tahoe that was purchased several years ago was placed in the town’s financial assists and appreciation. This vehicle is currently being depreciated in the town’s finances and has several years to depreciate. Additionally to totally remove it from the towns assists would cost $15,000-$18,000. Councilman Dustin Byers questioned what would be the cost to provide 1 resident deputy with salary and benefits? Mayor Green stated for 1 resident deputy with salary and benefits cost approx. $95,000. The $48,000 for the vehicle is additional not included in the salary and benefits. Councilman Dustin Byers questioned the mayor and council if we even needed a deputy. Mayor Green stated that he does think that we need a resident deputy. Mayor Green informed the council that he is trying to arrange a meeting with County Commissioner Wayne Kieffer to address the town’s current contract as well as the issues that council has raised concerning this deputy program. Mayor Green stated that the speed cameras at the Williamsport School zones by Springfield Middle School are functioned around the clock. Mayor Green also informed the mayor and council that he thinks having a resident deputy in Williamsport is a deterrent. Councilman Dennis Grove commented about there are police that have retired from different police agencies that are looking for municipal work. Mayor Green stated that he would like to see a municipal police department however, the cost to create this department would be over $500,000. Councilman Dustin Byers said there are times when you call for an officer that you may wait up to 15 minutes for that deputy to arrive.

Mayor Green informed the mayor and council that he has been talking to planning and zoning administrator Jerry Stumbaugh to consider and evaluate some areas outside of the town’s corporate limits to annex those locations into the corporate limits to the Town of Williamsport. Mayor Green explained to the council the process of annexation that the Town of Smithsburg recently went through with the County.

Mayor Green informed the mayor and council that we are still waiting on Columbia Gas counter offer from our recent meeting.

Asst’ Mayor Joan Knode questioned Mayor Green if the meeting with Secretary Holt from DHCD is still schedule for Thursday April 26th at 10am at town hall? Mayor Green informed the council that this meeting is still scheduled.

Asst’ Mayor Joan Knode questioned the mayor and council could work begin on the tenant house? Mayor Green explained to Asst’ Mayor Joan Knode that he is waiting on planning and zoning administrator Jerry Stumbaugh to present his plan on this project at the upcoming May council meeting. This issue is being tabled and Mayor Green said ‘No’ they cannot start until Jerry Stumbaugh presents his plan.

Mayor Green informed the council that we just recently met with Washington County on them reviewing providing a new sewer contract to the town.

Councilman Jim Braswell questioned Town Manager, Donnie Stotelmyer- about is the town street sweeper in the process of being repaired. Town Manager, Donnie Stotelmyer informed Councilman Jim Braswell that the street sweeper is being worked on currently by Advantage Landscape & Construction and that a colenoid needed to be rebuilt and once completed it’ll be finished and ready to go for this season.

Asst’ Mayor Joan Knode informed the mayor and council that the clock tower rehab work is coming up on a year that Mr. Wayne Litton has been working on it and Mayor Green asked Town Manager, Donnie Stotelmyer to follow up with Mr. Litton to see when this project will be completed.

Councilman Charles Brown made motion to adjourn, seconded by Councilman Jim Braswell;

with all voting in favor motion carried.

Respectfully submitted,

Town Manager, Donnie Stotelmyer