**Workshop Meeting Minutes**

**Monday, January 2, 2017- 6:30pm**

In attendance:

Mayor Bill Green

Assistant Mayor Joan Knode

Councilman James Kalbfleisch

Councilman Charles Brown

Councilman Dennis Grove

Council Jim Braswell

Mayor Green called meeting to order

Mayor Green informed the council that he recently met with Columbia Gas representatives concerning the gas line extension project through the town of Williamsport. Mayor Green informed the council that at the meeting last Tuesday, Columbia Gas agreed to mill and overlay north and south Artisan Street, once the gas line is installed. He also stated that Columbia Gas is also in agreement to install sidewalk on Sunset Avenue to Springfield Middle school, this would also include construction cost and engineering cost.

Mayor Green discussed storm water management that will need to be addresses on Sunset Avenue. Franchise fees will need to be negotiated between the town and Columbia Gas. Councilman Dennis Grove informed the council that the overlay work that was conducted on Rt. 11 Virginia Avenue was well done. Assistant Mayor Joan Knode raised concerns over how many electrical customers the town would lose from electric heat to gas heat. Councilman Dennis Grove commented that he didn’t think there would be that many that would convert from electric to gas heat. Assistant Mayor Joan Knode asked how does this project benefit Washington County’s tax base. Councilman Dennis Grove commented that the engineering and design and construction of the sidewalk on Sunset Avenue is major for the town. Mayor Green stated that currently Columbia Gas is in the process of drafting a document which would include what they are offering to the town as far as milling, overlay, engineering, design cost and construction cost of the Sunset Avenue sidewalk project. Once the draft is received by the town the mayor and council can review and edit this document and resubmit to Columbia Gas for their review.

Assistant Mayor Joan Knode held discussion on purchasing and installing a pocket park at the vacant lot on Wolfs property. She stated that trees, benches, bathroom facilities, could be installed there. She also stated that Waynesboro, PA, Funkstown, MD, the City of Hagerstown is also installing a plaza/pocket park creating a green space area. Assistant Mayor Joan Knode says she finds it amazing that the city of Hagerstown is doing this in the downtown area. Mayor Green stated that a public hearing would need to be scheduled cornering the purchase of this property. Councilman Charles Brown questioned the mayor and council, is it possible that a developer could build a new structure at this sight. Assistant Mayor Joan Knode also commented that once the town was evaluated for needs in the downtown area, one of the main things was public restroom facilities for visitors to the downtown area. Councilman Charles Brown commented that he was thinking about having a building a structure there that could be an anchor for the downtown area. Mayor Green stated that this issues to purchase the property would be placed on the agenda to discuss at an upcoming council meeting.

Assistant Mayor Joan Knode stated that she would like to see a summer concert series in Byron Memorial park for the upcoming year. Mayor Green stated that he and Town manager, Donnie Stotelmyer would be working with Councilman Charles Brown on creating a concert series for this year.

Councilman Dennis Grove questioned assistant Mayor Joan Knode if Charlie Brown Christmas could be extended by a weekend for next year’s event. Assistant Mayor Joan Knode stated that next year’s event would be the 10th Anniversary year of the Charlie Brown Christmas and she has been thinking about extending the hours for public viewing. Mayor Green stated that his years Christmas party held at the Williamsport’s Moose Club was a good time and felt that everyone that attended enjoyed themselves and stated that the Moose Club would like to have us back for next years event. Assistant Mayor Joan Knode questioned the mayor and council if they heard how the carriage rides in Williamsport went. Councilman Dennis Grove stated that he observed that no one was cleaning up the horse waste and Councilman Jim Braswell observed a vehicle following the carriage rides throughout town, that cleanup was supposed to be done. Councilman Dennis Grove said that he also has waste in front of his house.

Mayor Green stated that the speed cameras have been installed in front of Springfield Middle school and are now activated. Councilman Charles Brown questioned the mayor and council concerning the money that was received from the sale of the old Sheetz store where has the money been deposited into. Mayor Green informed Councilman Charles Brown that they money has been placed in the towns “general funds” account until the mayor and council directs where they would like to have the money placed. Mayor Green also stated that he has a list of items that he would like to see addressed from the money of the sale of the old Sheetz property. He will be providing that list to the council members at an upcoming council meeting.

Assistant Mayor Joan Knode raised concerns about possible drug activity at 40 N. Conococheague Street. She has been told that Zion Lutheran Church issues gift cards to residents for gas and food items and are being traded at this location for drugs. Mayor Green stated that her concerns have already been addressed with the Washington County Drug Task Force.

Councilman Jim Braswell made motion to adjourn, seconded by Councilman Dennis Grove;

with all voting in favor motion carried.

Respectfully submitted,

Town Manager, Donnie Stotelmyer