

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MINUTES
WORKSHOP
November 7, 2016**

A Workshop meeting of the Williamsport Mayor and Council was held on November 7, 2016, at Williamsport Redman Williamsport, MD at 6:30 p.m.

In attendance were:

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

Also present was Donnie Stotemyer, Town Clerk.

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

Mayor McCleaf asked the Mayor and Council to have this meeting at the Williamsport Redman because he was hoping we could come together and brainstorm about future programs and projects for the Town of Williamsport.

Mayor McCleaf introduced Jen Carbaugh who will be working at Town Hall for 32 hours per week as a grant writer. This position is funded by a Circuit Rider grant through the Maryland Rural Development Corporation.

Mayor McCleaf asked Town Clerk, Donnie Stotemyer and Jen Carbaugh to talk with the Council about some of the grant opportunities they are planning to pursue on behalf of the Town of Williamsport. Mr. Stotemyer spoke about the Safe Routes program through Maryland State Highway Administration to create sidewalks on Sunset Avenue and Clifton Drive for children walking to schools. Mr. Stotemyer talked about the FLAP (Federal Land Access Program) Program, which could potentially help fund overlay of streets leading to a National Park. Mr. Stotemyer and Mrs. Carbaugh have a meeting planned with Matt Baker a representative of Maryland State Highway Administration to discuss these two grant programs.

Mayor McCleaf asked Mr. Stotemyer to update the Council on the progress with acquiring the G.A. Miller Lumber Co. for the relocation of the C&O Canal National Park Service Headquarters. Mr. Stotemyer said they have sent a letter of intent to the current owner, Mr. McCleary. Mr. McCleary countered with a few items he wished to have amended and we are working to finalize the document. The National Park Service has engaged GSA to move forward on their end to relocate their headquarters to Williamsport. Greg Slater from SHA has hired an engineering firm to put together concept drawings on how we can reroute Route 11 behind the new structure for the NPS Headquarters.

Mayor McCleaf informed the Council we recently received \$200,000 grant from Maryland Bikeways program. This money will be used to mill and overlay some of the streets in Town.

Mayor McCleaf asked the Council for a special vote to enact a 5 year agreement with First Energy Corporation that would lock in our electric rates for the next 5 years from May 2017-May 2022. Councilman Jim Kalbfleisch made a motion to accept the terms of the 5 year agreement. This motion was seconded by Assistant Mayor Joan Knode. With all voting in favor, motion carried.

Mayor McCleaf talked about his visit with Greg Slater with State Highway Administration and Secretary Wendi Peters with the Department of Planning when they came to Washington County recently. They were 45 minutes late to this meeting because of a traffic accident on 81 affecting traffic on Route 11. He said this was timely because he was able to talk to them about how much traffic accidents on 81 effects traffic in Williamsport.

Councilman Scott Bragunier asked Mayor McCleaf if he attended the MML Fall Conference. Mayor McCleaf responded he did attend the conference but there was not a lot of participation in the conference.

Councilman Scott Bragunier asked if we had seen the new Christmas displays being set up in the park with the canal boat, donkey. He said Barbara Russell, owner of Zelda's Boutique has an uncle who would like to dress up as Santa to sit in front of Town Hall and hand out candy.

Councilman Alan Redding asked if the new grant writer could try to find money for enhancements to the pool including money to renovate the current pool house. The pool house is not ADA compliant and it would be nice to update the lounge furniture.

Mayor McCleaf asked the Council if they have any goals or ideas, to meet with Jen to explore what grant opportunities are out there related to each Council member's duties. Mayor McCleaf also asked Mr. Stotemyer to ask the office staff and public works staff what kind of enhancements and projects they would like to see the town pursue with the new grant writer.

Assistant Mayor Joan Knode said she would like Mrs. Carbaugh to research grants that would assist with expanding the Town Museum into the barn area.

Councilman Bragunier asked Mrs. Carbaugh to look into the Land and Water Conservation Fund. There may be some funds in this branch the town could apply for various projects.

Mayor McCleaf asked Mrs. Carbaugh to look into electrical grants to upgrade the storage area for our transformers and to upgrade the electrical system from a 4KV to 12KV.

Councilman Bragunier raised a concern that people were going back on the First Energy access road to the power plant and dumping trash. Mr. Stotemyer addressed this concern and said he has communicated with First Energy about this issue and they have agreed the town employees can clean up the trash on the road and invoice the company for the labor and dumping fees.

Assistant Mayor Knode asked if there are any updates regarding the EDU issues. Mayor McCleaf said he received a letter from the County Commissioners outlining the terms for repayment of the outstanding EDU fees over a 5 year period. Mayor McCleaf also received correspondence from the Public Service Commission wanting to schedule a meeting to

discuss this issue. So at this point, Mayor McCleaf is working to schedule a meeting to hold formal discussion with the Public Service Commission in Baltimore in the near future.

Councilman Bragunier asked about red light cameras. He believes there are grants through the Governor's Office of Crime Prevention to help cover the cost of red light cameras. He also asked about speed cameras.

Mayor McCleaf informed the Council there are 3 water projects coming down the pike. These projects will assist town residents with water line replacement. Mayor McCleaf asked Town Clerk, Mr. Stotelmyer to take pictures of the sidewalks in the targeted areas so that we have a before picture in case the sidewalks are damaged during these improvement projects.

Mayor McCleaf notified the Council there was recently a piece of legislation that now allows for a business to open in any municipality in Washington County without going through each municipal's planning and zoning board to make sure the property they want to open their business is properly zoned. Someone interested in opening a business in Washington County can simply go to Hagerstown to get their business license and open up a business without the municipal knowing or having the opportunity to ensure the property is zoned properly. This is a concern for some of the municipalities.

Mayor McCleaf called on Councilman Bill Green to discuss an issue regarding a sidewalk at 203 S Vermont Street. Councilman Green reported the house at this address recently suffered from a house fire. During the renovation process, the contractor working on the renovation contacted the Town of Williamsport and requested her water meter be relocated. The Town complied with the request and relocated the meter to code. In the process of relocating the meter, a portion of the sidewalk was removed and replaced along with the curb. The owners of the house are upset because the new portion of sidewalk is uneven with the rest of the sidewalk and it is a hazard. Mayor McCleaf asked what we could do to assist with this issue. Councilman Green and Councilman Redding said there are conflicting reports about this issue and how it came about. Councilman Green said the Town could offer to demo the pre existing sidewalk, which is in disrepair and not up to ADA standards, but the current owners would then be responsible for paying for new sidewalk to fill in this area to match the portion that was recently replaced. No action was taken.

Councilman Scott Bragunier asked about the status of the old Sheetz building. Mayor McCleaf said it seems like the majority of the Council would like to keep the old Sheetz building. Assistant Mayor Knode said she thought the town had a grant we could use to create a visitor's center and an extension of the Town Museum.

Meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk, Town of Williamsport