**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**November 4, 2019**

A regular meeting of the Williamsport Mayor and Council was held on November 4, 2019, at the Williamsport Town Hall Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor William Green

Asst. Mayor Joan Knode

Councilman Dennis Grove

Councilman Jim Kalbfleisch

Councilman Jim Braswell

Councilman Charles Brown

Councilman Dustin Byers

Town Clerk Emily Rider

Town attorney Ed Kuczynski

Mayor William Green called the meeting to order.

**Financial Report**

No financial report

**Guests**

**Correspondence**

Washington County Municipal League hosted by Town of Clear Spring. Meeting will be held at Clear Spring American Legion, Monday November 25, 2019. Social Hour beginning at 6pm.

**Reports**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

Town Attorney Ed Kuczynski reported that there are 2 hearings scheduled for Thursday and one the following Thursday.

**History and Museum Board**

Asst. Mayor Joan Knode reported that the museum is closed. Talked to Mayor and Steve Danfelt to set up tables in the stable area because of water damage and to inventory all of the items for the museum stored is this area.

**Planning Commission**

No report.

**Land Use**

Town attorney Ed Kuczynski reported that Mr. Dick Grimm is working with Linda Kucysnski, she will be the point person. She is meeting at town hall on Wednesday mornings from 9am-12noon and sometimes on Friday’s and she is currently working on stream lining the planning commission.

**Legal Council**

Town attorney Ed Kuczynski reported that Rhodes Welding wants to put a canopy above their business, similar to what Canal View Candle and Barrel Co has. They would need a variance from the sign ordinance. All buildings in Williamsport are on the boundary line. Anything that approaches the towns right away need permission from the town. Businesses will complain about large canopies, that’s why we have to bring it before the mayor and council. The council needs to pass an ordinance to authorize the installation of the canopy. Town attorney Ed Kuczynski said it’s a deed easement authorizing Rhodes Welding permission to install their canopy. Councilman Jim Braswell made a motion, seconded by Assistant Mayor Joan Knode. To license canopy at 3 N. Conococheague Street in Williamsport. Town attorney Ed Kuczynski reported that the cost for installation would be $250.

**Sheriff’s Report**

Mayor Green presented the sheriff’s report for the month of October

**Council report**

Councilman Jim Kalbfleisch reported that he feels that Halloween night in downtown went great.

Councilman Jim Braswell traffic and accidents on 81 isn’t getting any better. Recently talked to OPTO traffic about cameras for stop signs and traffic controls. We are still working on the FLAP grant for milling and over lay Conococheague Street.

Assistant Mayor Joan Knode reported they are replacing a window and a door in the tenant house. Recently met with Mayor Green, Donnie and Glessner at the tenant house about installing a security system.

Councilman Charles Brown reported the town staff is down in the park getting ready for the Christmas show. We are trying to do something different in the park this year, not sure where we stand with that as of now.

Councilman Dennis Grove reported that the pool is closed.

**Mayor’s Report**

Mayor Green reported that there has been some issues with the new 12kv melting wires, resulting in power outages.

Mayor Green reminded everyone that John Paul Straine will be presenting prints of the civil war crossing in Williamsport on Thursday, December 12 at 7pm at town hall. Light refreshments will be provided for this event. Mayor Green reported that Mr. Straine is offering a one-time offer to council for a print of their own- if interested follow up with Mayor Green.

Mayor Green reported that the town has reignited its name as a Tree City for the 6th straight year. Mayor Green informed Councilman Charles Brown about replacing tree’s in the park.

Mayor Green reminded everyone to keep reviewing the CMA Park Service Agreement and he will be following up with Park Superintendent John Noel.

Mayor Green reported that Halloween event went well. Jaunted walks went well-about 40 people attended each night. We had good participation from businesses for trick or treat.

Mayor Green stated that we have a new commercial for businesses if you’d like to hear it stay after the meeting.

Mayor Green stated that he is scheduling a meeting with the businesses so that the radio station can explain what they do for the businesses.

Mayor Green also mentioned that we have a Main Street meeting to be hold on Tuesday, November 19. Mayor Green reported that one of the biggest obstacles is to hire a Main Street coordinator and find funds to pay their salary.

**Unfinished Business**

Councilman Dennis Grove made a motion to move the museum into the tenant house. He reported that in places in Virginia and Pennsylvania have relocated museums in older buildings. Mayor Green asked Councilman Grove that if we move the tenant house to the tenant house what will you do with the lower area of the museum? Councilman Dennis Grove would like to see it as a staging area for the brides. Asst. Mayor Joan Knode would like to see all the items inventoried and go through them all to know what we have.

Councilman Grove revised his original motion, to have a study conducted about moving the museum to the tenant house, by the January council meeting. Seconded by Councilman Jim Braswell. All voting in favor, expect Asst. Mayor Joan Knode voting “no”.

**New Business**

Council Jim Kalbfleisch question Washington County resident Deputy Matt Sullivan about a red light camera located at the intersection of Md. Rt. 68 and Salisbury Street, would the camera pick up someone turning on red- when it’s not allowed. Deputy Matt Sullivan stated yes camera would pick it up.

Mayor Green mentioned Sarah Nelson- radio station, ask businesses for gift cards for radio station giveaways.

**Citizen Participation**

Zelda’s wants to host a Christmas event December 14th and would like advertisement.

Asst. Mayor Joan Knode made a motion to adjourn. Seconded by Councilman Dennis Grove. With all voting in favor, motion carried. Meeting adjourned.

Respectfully submitted,

William Green

Mayor