**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**October 21, 2019**

A regular meeting of the Williamsport Mayor and Council was held on October 21, 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

Town Manager Donnie Stotelmyer

Town Clerk Emily Rider

Town attorney Ed Kuczynski

Mayor William Green called the meeting to order.

A motion was made by Councilman Dennis Grove to accept the Regular Council Meeting Minutes from September 16, 2019, Executive Meeting from September 16, 2019, and Special meeting minutes from September 26, 2019. This motion was seconded by Charles Brown with all voting in favor, except Asst. Mayor Joan Knode who voted no, she stated she wanted to discuss the special meeting minutes from September 26, 2019, motion carried.

**Financial Report**

No financial report

**Guests**

Mayor Green introduced Michelle Mills and Addie Blickenstaff from Deleon & Stang to present the Town of Williamsport 2019 financial audit. After the financial presentation, Asst. Mayor Joan Knode made a motion to accept the Town of Williamsport 2019 financial audit as presented, Councilman James Braswell seconded with all voting in favor motion carried.

**Correspondence**

Mayor Green read a thank you card from Carolyn Spinney

Mayor Green read an invitation from Rehoboth Methodist Church on the new church dedication scheduled for Sunday, October 6, 2019.

Mayor Green read an invitation to the next MML meeting for Washington County Chapter will be hosted by the town of Keedysville at McClellan Gun Club 5241 Hill Road scheduled for Wednesday September 25, 2019, social hour begins at 6:00 pm. dinner held at 6:45 pm

Mayor Green informed the Council the next Council Workshop is scheduled for Tuesday, October 8, 2019 at 6:00 pm Deleon & Stang will present the Town of Williamsport Financial Audit report.

**Reports**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

Town Attorney Ed Kuczynski reported that D & D Trucking recently held a Board of Zoning and Appeals hearing and requested to place this hearing on hold.

**History and Museum Board**

Asst. Mayor Joan Knode reported that the museum will close in January and will reopen in April. Plan is to inventory all items and check for water damage and prepare to open in the spring.

**Planning Commission**

Town Attorney Ed Kuczynski reported that five individuals need to be appointed to the Planning Board. After the appointment, an organizational meeting will be planned. He recommended the following appointees for Town of Williamsport Planning Commission - Mike Harsh, Patricia Cushwa, C. Richard Grimm, Chris South Sr. and ex-officio from the Council. Asst. Mayor Joan Knode made a motion to accept, seconded by Councilman Charles Brown with all voting in favor motion carried.

**Land Use**

No report.

**Legal Council**

No Report.

**Sheriff’s Report**

Mayor Green presented the sheriff’s report for the month of September.

**Council report**

Councilman Jim Kalbfleisch reported that he feels we need more deputies in the town because of recent vandalism in town, vehicles running red lights, tire left out of vehicle tires and increase in truck traffic through the town.

Councilman Jim Braswell reported on the FLAP Grant for the milling and overlay for Route 68. He reported he has an upcoming meeting OPTO traffic to discuss traffic camera system throughout town. He also reported that Interstate 81 cannot be completed soon enough because of the impact of traffic in town. He also reported a meeting with State Highway Administration to install an additional turn lane on North Clifton Drive.

Assistant Mayor Joan Knode reported she recently spent a weekend in Berlin Maryland and attended their Octoberfest. She stated the local businesses had items for sale on the sidewalk directly in front of their store. This event was held from 12-5 which included beer vendors. She also reported she met with a local resident of Berlin that reviewed the history of Springfield Farm Barn with her. Asst Mayor Knode held discussion on the creation of the Foundation for the Springfield Farm Barn. Town Attorney Ed Kuczynski suggested the creation of a restricted fund account for donations given to the Springfield Farm Barn and the acceptance of these funds by ordinance. Asst Mayor Joan Knode suggested that we schedule a meeting to hear about to give to the town and are these donations to the town tax deductible. She made the Council aware there is a light out in the parking area of the town museum and she stated there is termites in the ceiling of the museum.

Councilman Charles Brown reported that the Harvest Hoedown held on Saturday, October 5, 2019 went well and things are going well in the park.

Councilman Dennis Grove reported that the L. Beard Miller Pool was voted the best pool in the area by Herald Mail Company.

**Mayor’s Report**

Mayor Green reported that we are making progress on several projects in town. He reported he has scheduled a meeting to meet with local business owners to meet with Verstanding Radio Station. He also reported that Back to the Media is opening their business in Williamsport on Saturday, October 26, 2019. He reported that while attending the fall MML Conference, we received open meeting certification and how to conduct an open meeting class.

**Unfinished Business**

None

**New Business**

Mayor Green reviewed with the Council Budget Amendment FY2019-02. Asst Mayor Joan Knode made a motion to approve as presented, seconded by Councilman James Braswell with all voting in favor motion carried.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **BUDGET AMENDMENT FY2019-02** |  |  |  |  |  |  |
| **GENERAL FUND** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  | **FY2019-01 ADJUSTED BUDGET** | **FY2019-02 ADJUSTMENT AMOUNT**  | **FY2019 BUDGET AMOUNT** |
|  |  |  |  |  |  |  |  |
| 01-0000-40030 | Taxes State Cert |  (76,500.00) |  |  (12,500.00) |  |  (89,000.00) |  |
|  |  |  |  |  |  |  |  |
| 01-0000-40770 | Intergov Rev State Local Distribution |  (125,000.00) |  |  (17,000.00) |  |  (142,000.00) |  |
|  |  |  |  |  |  |  |  |
| 01-0000-40750 | Inter Rev  |  -  |  |  (360,466.00) |  |  (360,466.00) |  |
|  |  |  |  |  |  |  |  |
| 01-0000-41421 | General Donations Special Event |  (50,000.00) |  |  28,000.00  |  |  (22,000.00) |  |
|  |  |  |  |  |  |  |  |
| 01-720-1004-60360 | Outside Contractors Police |  121,000.00  |  |  (38,000.00) |  |  83,000.00  |  |
|  |  |  |  |  |  |  |  |
| 01-910-0000-60370 | Capital Outlay General |  -  |  |  643,565.00  |  |  643,565.00  |  |
|  |  |  |  |  |  |  |  |
| 01-910-0000-60370 | Capital Outlay General |  -  |  |  9,000.00  |  |  9,000.00  |  |
|  |  |  |  |  |  |  |  |
| 01-910-0000-60370 | Capital Outlay General |  -  |  |  24,024.00  |  |  24,024.00  |  |
|  |  |  |  |  |  |  |  |
| 01-719-0000-60440 | Economic Development |  1,500.00  |  |  9,500.00  |  |  11,000.00  |  |
|  |  |  |  |  |  |  |  |
|  |  |  (129,000.00) |  |  286,123.00  |  |  157,123.00  |  |

Mayor Green informed the Council he would need a motion to renew the Town of Williamsport CD with M & T Bank, Councilman Jim Braswell made a motion to approve as presented seconded by Councilman Dennis Grove with all voting in favor motion carried.

Mayor Green asked Town Manager Donnie Stotelmyer to explain about a water leak at 151 North Artizan Street Williamsport MD. Town Manager Stotelmyer explained that the water test that was conducted that it seems that something was left running. The Council took no action on this.

**Citizen Participation**

None

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

Respectfully submitted,

Donnie Stotelmyer

Town Manager