**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**April 8, 2019**

A regular meeting of the Williamsport Mayor and Council was held on April 8, 2019, at the Williamsport Town Hall Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor William Green

Asst. Mayor Joan Knode

Councilman Charles Brown

Councilman Dennis Grove

Councilman Jim Braswell

Town Manager Donnie Stotelmyer

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 March 11, 2019, and special meeting minutes for March 18, 2019. This motion was seconded by assistant mayor Joan Knode. With all voting in favor, motion carried.

**Financial Report**

Financial Report for March was presented by Mayor Bill Green. Jim Braswell made a motion to accept as present. Seconded by Councilman Dennis Grove. With all voting in favor, motion carried.

**Guests**

Mayor Green introduced Pastor Tom Perry who represented the C&O Canal association. Pastor Perry was present to request the C&O Canal association and the Town of Williamsport partner with transportation for the upcoming C&O Canal days this upcoming August. Pastor Perry stated the association would be willing to pay for the driver of the shuttle bus and help cover the cost for the cost of the bus. He further stated the association would not meet again for several months. Town attorney Ed Kuczynski suggested the Canal Association contact Dan Spedden of the Community Visitors Bureau of Washington County to help sponsor the shuttle vehicle for the C&O Canal event. No action was taken by the mayor and council at this time.

Mayor Green introduced Conococheague Little League board member Jonnie Byers. Mr. Byers was present to seek permission from the mayor and council to construct a storage facility at Billy Doub minor league field. Mr. Byers recommended to the mayor and council to have this structure placed beside the netted batting cages at this location. Councilman Dennis grove made a motion to permit Conococheague Little League to construct the storage building by the netted batting cages recommend by Mr. Byers. This motion was seconded by Councilman Jim Braswell. With all voting in favor, motion carried.

**Correspondence**

Mayor Green informed the mayor and council town resident Joyce Brown sent a thank you card thanking the mayor and council for the flowers she had received.

The Town of Williamsport received the Planted Award from the Department of Natural Resources recognizing our community for all the hard work and tree planting in 2018.

**Reports**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

No Report.

**History and Museum Board**

No Report.

**Planning Commission**

No Report.

**Land Use**

No report.

**Legal Council**

No Report.

**Sheriff’s Report**

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

**Council report**

Councilman Jim Braswell reported that Henson & Sons are currently patching Artizan and Sunset streets from the Columbia Gas gas line. He also reported the street sweeper is currently being repair and will be up and running soon.

Assistant Mayor Joan Knode reported the Hitching Post event was well attended and town employees have been out at the barn making necessary repairs.

Councilman Charles Brown reported the Williamsport Fire Company has moved the Easter Egg hunt to the Fire Company on Brandy Drive.

Councilman Dennis Grove reported we recently met with ProPools of Hagerstown to discuss any necessary repairs for the upcoming pool season. He also stated that after the inspection no necessary repairs were needed for the upcoming pool season.

**Mayor’s Report**

Mayor Green reported he has been dealing with health issues and several medical tests and is working through the process and feeling much better.

Town attorney Ed Kuczynski held discussion the recent passing of Mayor John Slayman and former town resident Nelson Deal. He stated that he feels both of these gentlemen have contributed so much to the Williamsport community that mayor and council should consider recognizing both of these gentlemen in some manner. The mayor and council are considering how and what should be done to recognize these gentlemen.

**Unfinished Business**

None.

**New Business**

Mayor Green asked the council for a motion for acceptance of Community Foundation of Washington County Grant in the amount of $2,000 to be used for Red Cross swim lessons for underprivileged children. Assistant mayor Joan Knode made a motion to adopt as presented. Seconded by Dennis Grove, with all voting in favor, motion carried.

Mayor Green asked for a motion for acceptance of a Maryland Environmental Trust & Maryland Department of Transportation, Keep Maryland Beautiful Program, $1,500 grant to be used for Town of Williamsport spring cleanup scheduled for Saturday, April 27, 2019. Assistant mayor Joan Knode made a motion to accept as presented. Seconded by Councilman James Braswell, with all voting in favor, motion carried.

Mayor Green asked for a motion for acceptance of a project Open Space grant, Byron Memorial Park, Conococheague Little League, ADA, Phase I Sidewalk Project, in the amount of $37,500. Assistant mayor Joan Knode made a motion to adopt as presented. Seconded by Councilman James Braswell, with all voting in favor, motion carried.

Mayor Green asked for a motion for permission to sign an updated interconnection agreement for wholesale electric between the Town of Williamsport and Potomac Edison. Councilman Jim Braswell made a motion to adopt as presented, seconded by councilman Dennis Grove, with all voting in favor, motion carried.

Mayor Green asked for a motion for permission to sign a construction agreement between the Town of Williamsport and Potomac Edison for conversion from 4KV to 12KV at the Potomac Edison Town of Williamsport substation. Councilman Jim Braswell made a motion to adopt as presented. Seconded by Councilman Dennis Grove. With all voting in favor, motion carried.

Mayor Green asked the council for permission to rebid the engineering services for the FLAPP Grant the town received. The rebidding issue was due to additional edits by the State Highway Administration. A motion was made by Councilman Jim Braswell as presented, seconded by Dennis Grove. With all voting in favor, motion carried.

Mayor Green asked the council for permission to bid the Town of Williamsport for trash collection. Jim Braswell made a motion to adopt as presented. Seconded by Dennis Grove, with all voting in favor, motion carried.

Mayor Green asked for a motion from the council for approval to renew the Town of Williamsport M&T Bank CD. A motion was made by assistant mayor Joan Knode to adopt as presented. Seconded by councilman Jim Braswell, with all voting in favor, motion carried.

Mayor Green asked for a motion to approve HeadStart Marlow Elementary School in West Virginia to utilize Pavilion #2 in Byron Memorial Park for a spring picnic. Assistant mayor Joan Knode made a motion to adopt a presented. Seconded by councilman Dennis Grove, with all voting in favor, motion carried.

Assistant mayor Joan Knode held discussion on amending the town charter under the town election section. She asked the council to consider moving the town election forward by one month. Mayor and council will consider this recommendation at an upcoming council meeting. No action was taken.

**Citizen Participation**

None.

Council member Jim Braswell made a motion to adjourn. Seconded by councilmen Dennis Grove. With all voting in favor, motion carried. Meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer

Town Manager