**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**FEBRUARY 19, 2019**

A regular meeting of the Williamsport Mayor and Council was held on February 19, 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

Councilman Jim Kalbfleisch

Town attorney Ed Kuczynski

Also present Town Manager Donnie Stotelmyer

Mayor William Green called the meeting to order.

A motion was made by Councilman James Braswell to accept the Regular Council Meeting Minutes from January 14, 2019, executive meeting minutes for January 14, 2019, and workshop meeting minutes for February 4, 2019. This motion was seconded by assistant mayor Joan Knode. With all voting in favor, motion carried.

**Financial Report**

No Report.

**Guests**

None.

**Correspondence**

None.

**Reports**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

No Report.

**History and Museum Board**

No Report.

**Planning Commission**

Mayor Green presented the Planning and Zoning report for the month of January.

**Land Use**

No report.

**Legal Council**

Town attorney Ed Kuczynski informed the council that the Historic Adaptive Reuse Zones Ordinance was incorrectly identified as Article 5, Section 506. He explained it should have been Article 5, Section 507. Mr. Kuczynski informed the council they should introduce an ordinance that should be passed as an emergency ordinance effective tonight with the corrected amends, revisions, and corrected numbering of this ordinance. Councilman Dennis Grove made a motion to adopt as an emergency ordinance as presented. Seconded by Councilman Brown, with all voting in favor, motion carried.

**A CURATIVE ORDINANCE AMENDING, REVISING**

**AND CORRECTING THE NUMBERING OF AN ORDIANCE CURRENTLY TITLED “ARTICLE 5, SPECIAL PROVISIONS OF THE ZONING ORDINANCE OF THE TOWN OF WILLIAMSPORT TO INCLUDE 506**

**“HISTORIC ADAPTIVE RE-USE ZONES”**

 **WHEREAS**, the Town of Williamsport currently has in effect an Ordinance Amending and Revising Article 5, Special Provisions of the Zoning Ordinance of The Town of Williamsport to Include 506 “Historic Adaptive Re-Use Zones.”

 **WHEREAS,** the Section number of the aforementioned Ordinance conflicts with Article 5, Special Provisions §506 Buffer Zone; and

 **WHEREAS,** Section 507 should have been assigned to the Historic Adaptive Re-Use Zones Ordinance”, and

 **WHEREAS,** to clarify and correct said sequencing error the Mayor and Council deem it necessary and appropriate to amend, revise and correct the Section number of the Historic Adaptive Re-Use Zones Ordinance from Article 5 Section 506 to Article 5 Section 507 through the introduction and passage of this Ordinance as an Emergency Ordinance;

 **NOW, THEREFORE, BE IT RESOLVED, ENACTED AND ORDAINED** that the titling of Article 5 Section 506 Special Provisions of the Zoning Ordinance of the Town of Williamsport “Historic Adaptive Re-Use Zones” be corrected, amended and revised to read: “Article 5 Section 507 Special Provisions of the Zoning Ordinance of the Town of Williamsport “Historic Adaptive Re-Use Zones” and be it further

 **RESOLVED, ENACTED AND ORDAINED** that the Mayor and Town Manager are hereby authorized to take any action necessary to effectuate the purposes of this Ordinance; and be it further

 **RESOLVED, ENACTED AND ORDAINED** that this Ordinance shall be considered an Emergency Resolution and shall be introduced, enacted and effective as of

February 19, 2019.

WITNESS AND ATTEST TOWN OF WILLIAMSPORT,

AS TO CORPORATE SEAL MARYLAND

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Donnie Stotelmyer, Town Clerk William Green, Mayor

Introduced: February 19, 2019

Passed: February 19, 2019

Effective: February 18, 20891

**Sheriff’s Report**

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

**Council report**

Councilman Jim Kalbfleisch had no report.

Councilman Jim Braswell reported the streets will be a challenge and the milling and overlay is still scheduled for this spring. If anyone has any issues to please contact town hall.

Assistant Mayor Joan Knode reported she oversees building for the town and recently got a cost estimate to put metal roofing on the roof of pavilion #1 and #2, as well as the mini pavilions and the small Conococheague little league bathroom. These estimates were provided by Maloy Home Improvements, Williamsport, MD. She also reported the tenant house project is coming along nicely. The floors in the first floor area are going to be reconditioned. She also received an estimate from Gladhill Pest Control to remove mold and install two humidex. She reminded everyone that Presidents Day was scheduled for Monday, February 18 and presidents Kennedy, Truman, Eisenhower, and Governor Larry Hogan have all been to Williamsport.

Councilman Charles Brown reported the parks are wet and waiting on the spring to begin to start some projects in the park.

Councilman Dennis Grove reported we recently placed an ad in the Herald Mail for summer help at the L. Beard Miller Pool.

**Mayor’s Report**

Mayor Green reminded the town election is scheduled for Monday, March 4, 2019. Polls are open from 7AM to 7PM for three council member seats. He also stated that today was the last day to file for office and the three council incumbents are the only ones that filed to run. Mayor Green also informed the council that Carolyn Spinney submitted a letter of resignation from the Town of Williamsport’s Planning & Zoning committee. Mayor Green thanked Mrs. Spinney, Mr. Richard Grimm, and Mr. Charles Stumbaugh for the many years of service to the town.

**Unfinished Business**

Mayor Green asked for a motion to approve the 2019 Town of Williamsport calendar of events. Councilman Charles Brown made a motion to accept as presented, seconded by Councilman James Braswell. With all voting in favor, motion carried.

Mayor Green reviewed with the council to consider a reduction of a sewer at 131 East Potomac Street due to a water leak. Councilman James Braswell made a motion to reduce the sewer bill as presented. Assistant mayor Joan Knode seconded the motion, with all voting in favor, motion carried.

Mayor Green asked for a motion to appoint Jennifer Michaels Grove to the board of zoning appeals. Assistant mayor Joan Knode made a motion to accept as presented. Councilman James Braswell seconded this motion, with all voting in favor, motion carried.

Mayor Green asked for a motion to renew the Town of Williamsport CD at M&T Bank. Assistant mayor Joan Knode made a motion to adopt as present. Councilman Dennis Grove seconded this motion. With all voting in favor, motion carried.

Mayor Green asked for a motion to appoint Sandy Taylor to the board of elections supervisors. Assistant mayor Joan Knode made a motion to accept as presented, seconded by James Braswell. With all voting in favor, motion carried.

Town attorney raised concerns with the mayor and council of the appointment of Gabrielle Grenier to the board of planning and zoning for the Town of Williamsport. Mr. Kuczynski also stated that Ms. Grenier is a town employee and could violate Washington County Ethics Code. He also stated that he would like to follow up with the Washington County Ethics Commission to see if this appointment could receive a favorable decision. Mr. Kuczynski also indicated that if Ms. Grenier was appointed to the zoning administrator, there would be no issues with her being appointed to this position. Mr. Kuczynski also stated that he would be more than happy to work with Ms. Grenier as the town’s zoning administrator.

**New Business**

Mayor Green asked for a motion to accept the resignation of Richard Grimm from the planning & zoning board commission. Assistant mayor Joan Knode made a motion to accept as presented. James Braswell seconded, with all voting in favor, motion carried.

Mayor Green asked for a motion to accept the resignation of Charles Stumbaugh from the planning & zoning board commission. Assistant mayor Joan Knode made a motion to accept as presented. James Braswell seconded, with all voting in favor, motion carried.

Mayor Green asked for a motion to accept the resignation of Carolyn Spinney from the planning & zoning board commission. Assistant mayor Joan Knode made a motion to accept as presented. James Braswell seconded, with all voting in favor, motion carried.

**Citizen Participation**

None.

Assistant mayor Joan Knode made a motion to adjourn. Seconded by Dennis Grove. With all voting in favor, motion carried.

Respectfully submitted,

Donnie Stotelmyer

Town Manager