**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**JANUARY 14, 2019**

A regular meeting of the Williamsport Mayor and Council was held on January 14, 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 Dustin Byers

Councilman Jim Braswell

Councilman Jim Kalbfleisch

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 December 10, 2018, executive meeting minutes for December 10, 2018, and workshop meeting minutes for January 7, 2019. This motion was seconded by Dustin Byers.

**Financial Report**

Town manager Donnie Stotelmyer presented the December 2018 financial report. Councilman Dustin Byers made a motion to accept the financial report as presented, seconded by Councilman Charles Brown. With all voting in favor, motion carried.

**Guests**

Mayor Green introduced the following non-profits from the Town of Williamsport that participated in Christmas in the Park donations. Mayor Green requested that town manager Donnie Stotelmyer to present the checks to the following non-profits:

Williamsport Boy Scout Troup #17

Williamsport Youth Soccer

Williamsport Junior Firefighters

Williamsport Rotatory Interact Club

Conococheague Little League

Williamsport Food Bank

**Correspondence**

Mayor Green read a thank you from The Heart of Civil War Heritage Area for a donation they received.

Mayor Green informed the council that the Washington County Commissioners evening meeting will be hosted by the Town of Williamsport on Tuesday, February 12, 2019 at 7 PM.

Mayor Green informed the council the Washington County, Maryland League meeting is scheduled for January 28, 2019 hosted by the Town of Funkstown at the Hagerstown Elks Lodge. Social hour begins at 6 PM.

**Reports**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

No Report.

**History and Museum Board**

Jerry Knode reported a recent donation of a dinner bell was donated to the museum and the museum will be opening in the spring of 2019.

**Planning Commission**

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

**Land Use**

No report.

**Legal Council**

No Report.

**Sheriff’s Report**

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

**Council report**

Councilman Jim Kalbfleisch reported the Christmas decorations in the barn were excellent and he loved the park.

Councilman Jim Braswell reported Columbia Gas is still in town working on the gas line project and the town is planning on milling and overlay in the spring.

Assistant Mayor Joan Knode reported she is still booking reservations for the Springfield Farm Barn and planning a ribbon cutting for the ternate house possibly in May or June of this year. Estimates have been gathered to replace pavilion #1 and pavilion #2 with metal roofing.

Councilman Charles Brown reported that Christmas decorations were great and it was a good time in the park.

Councilman Dennis Grove recently received a quote to replaster the main pool area of L. Beard Miller pool.

Councilman Dustin Byers reported the Town of Williamsport is continuing to work with Potomac Edison on the upgrades the town substation from 4KV to 12KV.

**Mayor’s Report**

Mayor Green reported himself and Town manager Donnie Stotelmyer and accountant Emily Rider met with the Town of Smithsburg.

**Unfinished Business**

Mayor Green reviewed with the council the 2018 Town of Williamsport Christmas Decorations Contest winners:

Entry Way:

 1st: 30 W. Potomac- Kristie Baker

 2nd: 212 S. Artizan- Craig & Brandy Osborne

 3rd: 200 S. Conococheague Street- Ivan Holland

Business:

 1st: River City Barber

 2nd: Elmwood Mortgage

 3rd: Bay Farms B&B

House:

 1st: 28 Springfield- Jay Lauver

 2nd: 38 W. Frederick- Jack Murray

 3rd: 20 E. Potomac- Ron Eyler

Honorable Mentions:

 21 E. Potomac- Rosemary's

 129 E. Potomac- Jim Brown

 11 S. Vermont- Gary & Chris Grimes

 245 Maple Hurst- William & Rebecca Martin

Mayor Green informed the council that the Town of Williamsport election is scheduled for Monday, March 4, 2019 for three council seats. Polls are open from 7 AM to 7 PM.

Mayor Green reviewed with the council to consider a reduction of a sewer bill at 27 East Salisbury Street due to a water leak. Councilman Jim Kalbfleisch made a motion to reduce this sewer bill as presented, seconded by councilman Dennis Grove, with all voting in favor, motion carried.

Mayor Green reviewed with the council to consider a reduction of a sewer bill at 202 South Artizan Street due to a water leak. Councilman Dustin Byers made a motion to reduce this sewer bill as presented, seconded by assistant mayor Joan Knode, with all voting in favor, motion carried

Mayor Green asked for approval to participate in the Cedar Ridge Ministries Sled Derby scheduled for Sunday, February 24, 2019. Assistant mayor Joan Knode made a motion to approve in this event as presented. Seconded by Councilman Jim Kalbfleisch, with all voting in favor, motion carried.

**New Business**

Mayor Green asked for approval to appoint town resident Larry Jessop and Alan Redding to the board of election supervisors. A motion was made by assistant mayor Joan Knode, seconded by Councilman Charles Brown, with all voting in favor, motion carried.

Mayor Green asked the council to move into executive session. Councilman Jim Kalbfleisch made a motion to move into executive session seconded by Councilman Charles Brown, with all voting in favor, motion carried.

Council moved back into regular session.

**Citizen Participation**

None.

Councilman Dennis Grove made a motion to adjourn. Seconded by Councilman James Braswell. With all voting in favor, motion carried.

Respectfully submitted,

Donnie Stotelmyer

Town Manager