**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**October 12, 2020**

A regular meeting of the Williamsport Mayor and Council was held on October 12, 2020 in Town Hall at 7:00 p.m.

In attendance were:

Mayor William Green

Asst. Mayor Joan Knode

Councilman Dennis Grove

Councilman Jim Braswell

Councilman Charles Brown

Councilman James Kalbfleisch

Town Manager Donnie Stotelmyer

Town Clerk Emily Rider

Town Attorney Ed Kuczynski

Mayor William Green called the meeting to order.

**Financial Report**

Town Clerk Emily Rider presented the Financial Report. Councilman James Braswell made a motion to accept the report. Seconded by Councilman Charles Brown. With all in favor, motion carried.

Minutes

Mayor Green asked for a motion to approve the regular meeting minutes for September 17, 2020, workshop meeting minutes September 14, 2020, and the workshop meeting minutes October 5, 2020. Councilman Dennis Grove made a motion to adopt as presented. Seconded by Councilman Charles Brown. With all voting in favor, motion carried.

**Correspondence**

Mayor Green informed the Council that Boy Scout Troop #17 Eagle Scout Court of Honor Caden Brawner is scheduled for Sunday November 1, 2020 at the Williamsport Community Building in Byron Memorial Park beginning at 4pm.

**Reports**

No Report

**Board of Elections Supervisor**

No Report.

**Board of Zoning and Appeals**

No report

**History and Museum Board**

No report

**Planning Commission**

**Land Use**

No report.

**Legal Council**

No Report.

**Sheriff’s Report**

Mayor Green gave the Sheriff’s Report for September.

**Council report**

* Councilman James Kalbfleisch no report
* Councilman James Braswell reported that Alpha Space Control will be marking the turn lanes at RT.11 and Clifton Dr. and MD.63 and RT.11.
* Councilman Charles Brown NPS Headquarter project is going well. He is working on the Carnival in the Park scheduled for June 21-26th 2021.
* Council Dennis Grove reported that he finished the MML Academy of Excellence. He also reported that the Town needs to start looking into replastering of the L. Beard Miller Pool for the upcoming season.
* Assistant Mayor Joan Knode reported that she participated in the Virtual MML Fall Conference. She also talked about the upcoming 50th anniversary of the Canal Town Partnership coming up in 2021.

**Mayor’s Report**

No report

**Unfinished Business**

* Mayor Green informed the Council he would need a motion to renew the CD at M&T Bank. Assistant Mayor Joan Knode made a motion to adopt as presented. Seconded by Councilman James Kalbfleisch. With all voting in favor, motion carried.
* Mayor Green reviewed with the Council the Consulting services with Greenwell Consulting Services concerning the Bond Bill for the Springfield Farm Barn. Assistant Mayor Joan Knode made a motion to approve the contract with Greenwell Consulting Services. Seconded by Councilman Charles Brown. With all voting in favor, motion carried.
* Mayor Green informed the council he would need approval of the Farmer’s Market 2021 rules as presented. Assistant Mayor Joan Knode made a motion to adopt as presented. Seconded by Councilman Charles Brown. With all voting in favor, motion carried.
* Mayor Green informed the council he would need approval of the Main Street Williamsport Façade Improvement Program as presented. Councilman Dennis Grove made a motion to adopt as presented. Seconded by Councilman James Braswell. With all voting in favor, motion carried.
* Mayor Green asked the Council to accept a staff training grant award of $960.00 for CPR/First Aid/ AED training. Councilman Dennis Grove made a motion to adopt as presented. Seconded by Assistant Mayor Joan Knode. With all voting in favor, motion carried.
* Mayor Green asked the Council for permission to close Town Hall on Tuesday November 10, 2020 for staff training day. Councilman Charles Brown made a motion to adopt as presented. Seconded by Assistant Mayor Joan Knode. With all voting in favor, motion carried.
* Mayor Green asked for a motion for the adoption of a Resolution to Establish Repayment to the Farm Account from the Electric Fund. Councilman James Braswell made a motion to adopt as presented. Seconded by Assistant Mayor Joan Knode. With all voting in favor, motion carried.
* Mayor Green asked for a motion for the adoption of a Resolution and Ordinance to Amend and Modify Chapter 14 “Code of Ethics”. Town Attorney Ed Kuczynski informed the Council that this would need to be passed as an Emergency Ordinance. Assistant Mayor Joan Knode made a motion to adopt as presented. Seconded by Councilman James Braswell. With all voting in favor, motion carried.
* Town Attorney Ed Kuczynski addressed the Council and told them that a Text Amendment Article 4, addressing side yard clearance of 5 feet would need to be passed as an Emergency Ordinance. Assistant Mayor Joan Knode made a motion to adopt as presented. Seconded by Councilman James Braswell. With all voting in favor, motion passed.
* Mayor Green asked the Council to award the Town of Williamsport Mowing and Snow Removal Services to the low bidder, which is Advantage Landscape and Construction. Councilman Dennis Grove made a motion to accept. Seconded by Councilman James Braswell. With all voting in favor, motion carried.
* Mayor Green asked the Council for permission RFP’s to plaster half of the L. Beard Miller Main Pool at a cost not to exceed $20,683.00. Councilman James Braswell made a motion to accept as presented. Seconded by Councilman Dennis Grove. With all voting in favor, motion carried.
* Mayor Green asked the Council to consider the reduction of a sewer bill at 22/24 W. Potomac Parkway. No action was taken.

**New Business**

* Assistant Mayor Joan Knode made a motion to appoint Michael Nokes to fill the vacant Council seat. This motion was seconded my Councilman Dennis Grove. With all voting in favor, motion carried.

**Citizen Participation**

None

Meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer

Town Manager