**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**April 12, 2021**

A regular meeting of the Williamsport Mayor and Council was held on April 12, 2021, at the Williamsport Town Hall Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor William Green

Asst. Mayor Dennis Grove

Councilman Margaret Yaukey

Councilman Jim Braswell

Councilman Charles Brown

Councilman Jim Kalbfleisch

Councilman Michael Nokes

Town Manager Donnie Stotelmyer

Town Clerk Treasurer Emily Rider

Mayor William Green called the meeting to order.

A motion was made by Councilman Jim Kalbfleisch Brown to accept the Regular Council Meeting Minutes from March 8, 2021, Regular Council Meeting Minutes from December14, 2020, Regular Council Meeting Minutes from February 16, 2021, and Special Council Meeting Minutes from March 15, 2021. Seconded by Council Michael Nokes. Councilwoman Margaret Yaukey abstained from voting. The rest of the Council was in favor. Motion carried.

**Financial Report**

Town Clerk Emily Rider gave the March financial report Councilman Charles Brown made a motion to accept as presented seconded by Councilman Jim Braswell

With all voting in favor, motion carried.

**Guests**

Mayor Green introduced the Town of Williamsport Main Street Manager Kathryn Gratton. She was present to explain to the Mayor and Council that she had applied for COVID relief funding to assist local businesses in the Main Street district and had received a total of $103,712.00. She was present tonight to inform council of the COVID-19 Business Relief Program. She presented to Barb Russell at Zelda’s, Mike Shrock of Rosemary’s, Rose Harris of Desert Rose Café, and Jessie Foster of Bay Farms B&B.

**Correspondence**

No correspondence presented.

**Reports**

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

**History and Museum Board**

No report

**Planning Commission**

Linda Kuczynski reported on the planning commission is addressing the parking issue for the Town of Williamsport. She is also trying to find funding to construct a Pole Building at the Billy Doub Field.

**Land Use**

No report

**Sheriff’s Report**

Mayor Green presented the Sheriff’s report for March 2021.

**Council report**

* Councilman Jim Kalbfleisch said he can see light at the end of the tunnel with the COVID vaccine.
* Councilwoman Margaret Yaukey reported that the town applies for a grant to study the town’s electric grid.
* Councilman Michael Nokes reported that he recently met with the pool employees for the upcoming pool season. The pool is scheduled to open on Saturday May 29,2021. Red Cross Swim Lesson signs ups are being held Saturday May 15,2021 in pavilion 1 in Byron Park from 9am-12pm. Permits have been submitted for both pool and concessions stand to the Washington County Health Dept. Town employees are conducting maintenance at the pool to prepare for the season opening. They plan on filling the pool in mid-May.
* Councilman Charles Brown reported that he recently attended a planning commission meeting held in the Community Building concerning economic development for the downtown area. He also reported that the NPS project was coming along nicely.
* Assistant Mayor Dennis Grove reported that he heard a nice radio ad on WAYZ concerning the town. He also reported that the roofing project was coming along nicely. He is also evaluating doing metal roofing on the Scout Building, Main Pool House, and Mini Pavilions.
* Councilman Jim Braswell reported that the FLAP Grant project is still in progress. No firm date set on the start of that project. He also addressed that the RT11 project is in progress. The Street Sweeper is currently having some maintenance issues. He also reported opening day of Conococheague Little League and please be mindful of the children.

**Mayor’s Report**

* Mayor Green thanked Kathryn for applying for the Grants and let her know she was doing a good job with Main Street.
* Mayor Green also met with resident deputy concerning speeding in town.
* Mayor Green informed council that opening day of youth soccer would be this coming weekend at River Bottom Park.
* Mayor Green informed that the town won first place for best of community and wedding through WAYZ.
* Mayor Green reported on the upcoming events. He reported the carnival being held June 22-26 of 2021. He also reported on the upcoming Bike Nite being held July 17, 2021. He reported that C&O Canal Days will be held Aug. 28 & 29, 2021. He reported Charlie Brown Christmas will still be held in the Barn.

**Unfinished** **Business**

* Mayor Green asked for a motion to award engineering services for water/sewer projects to Thrasher Engineering. Assistant Mayor Dennis Grove made a motion to award as presented. Seconded by Councilman Charles Brown. With all voting in favor, motion carried.
* Mayor Green asked for a motion to award engineering services to assist with compliance with the Town of Williamsport MS4 permitting to Capital WBCM. Councilman Charles Brown made a motion to award as presented. Seconded by Assistant Mayor Dennis Grove. With all voting in favor, motion carried.
* Mayor Green asked for a motion to waive a fee for the use of a pavilion in Byron Memorial Park for the Head Start Program of Marlowe WV Elementary School. Councilman Charles Brown made a motion to approve as presented. Seconded by Councilwoman Margaret Yaukey. With all voting in favor, motion carried.

**New Business**

* Mayor Green asked for a motion to approve the CD at M&T Bank. Councilman Michael Nokes made a motion to accept as presented. Seconded by Councilman Jim Braswell. With all voting in favor, motion carried.
* Councilwoman Margaret Yaukey thanked Kathryn for meeting with her and updating her on the Main Street progress. She also said she would like to form a Senior Citizen committee. She thinks there are a lot of volunteers that are needed for this. She got a lot of good feedback while she was out campaigning. Assistant Mayor Dennis Grove agreed that this is a good idea and much needed.

**Citizen Participation**

* Marshall Maravelis lives at 121 W. Potomac St. raised concerns about if the Mayor and Council would consider residential parking signs adjacent to his property. Mayor Green informed Mr. Maravedi’s that this is public parking and would not be able to erect those signs. Mr. Maravelis informed the Council that truck traffic has been driving in the designated bike lanes.

Councilman James Braswell 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