**TOWN OF WILLIAMSPORT**

**MAYOR AND COUNCIL MEETING MINUTES**

**August 10, 2021**

A regular meeting of the Williamsport Mayor and Council was held on July 13, 2021, at the Williamsport Town Hall Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor William Green

Asst. Mayor Dennis Grove

Councilwoman Margaret Yaukey

Councilman Charles Brown

Town Manager Donnie Stotelmyer

Town Clerk Treasurer Emily Rider

Mayor Green called the meeting to order.

**Minutes**

None

**Correspondence**

* Mayor Green presented Kathryn Gratton’s Main Street report
* Mayor Green presented a thank you card from Ken Lafferty for the flowers he received for the passing of his son.

**Financial Report**

None

**Guests**

None

**Board of Elections Supervisor**

No report.

**Board of Zoning and Appeals**

No report

**Board of Zoning and Appeals**

**History and Museum Board**

Mayor Green reported that they are planning on opening on October 9, 2021and serving refreshments throughout the day

**Planning Commission**

No Report.

**Land Use**

No report

**Sheriff’s Report**

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

**Council report**

* Councilman James Braswell reported that he didn’t really have any updates just that we still have projects on the way.
* Assistant Mayor Dennis Grove said he wanted to touch base and remind the council that they do not have the authority to direct or have meetings with employees and that anything like that needs to go through the mayor. He stated that if there are any problems with an employee that it needs to address with the mayor first and then if directed by the mayor to go to an employee. Councilwoman Margaret Yaukey questioned Assistant Mayor Grove’s reminder saying she was understanding what he was saying and that she wasn’t really following him. Assistant Mayor Grove replied to Councilwoman Yaukey by saying that as council we do not have the authority to sit down with an employee and have a meeting or to instruct an employee and that if there is something that needs to be said or done with and employee it needs to go to Mayor Green first. Councilwoman Yaukey questioned what if she just wanted to meet with an employee like she did with the Main Street Coordinator Sarah Elwood. Assistant Mayor Grove said that it needs to be approved by the mayor and that we don’t just sit down and have meetings with employees and that its kind of always been a policy that way. Councilwoman Yaukey stated that she didn’t really understand that and when she was elected, she sat down with Kathryn Gratton, Main Street Manager, to discuss main street because that was something she wanted to be involved in and she had what she thought was an excellent meeting. Councilwoman Yaukey said that when Sarah Elwood came on staff that she put and note out to all the town council people. Assistant Grove replied and said no Sarah Elwood did not put a note out to all council, and that is why it needs to go through the mayor because it doesn’t always happen the way some think it happens. In that particular case she only reached out to two or three people on council and did not go to the entire council. Councilwoman Yaukey said ok that she had gotten a note at the time that Sarah Elwood represented it and that she was putting a note out to all the town council people and that she made the assumption that she had reached out to everybody and that she got a note back that said Sarah would like to meet with anyone that would like to meet with her. Councilwoman Yaukey asked if that was inappropriate for Sarah Elwood to do, and she knows that she (Councilwoman Yaukey was not being blamed) and she wasn’t taking it personally she just wants clarity. Mayor Green spoke up and let Councilwoman Yaukey know that it was not the correct procedure that Sarah Elwood had done. She needed to have been in the Main Street seat for a little longer and get through her probation period and that Sarah Elwood had only sent emails to a couple of council members and not to all council members. Mayor Green wanted to explain that meeting is ok, but the problem lies when council directs in employees in certain directions and council can’t do that. Councilwoman Yaukey said she jumped on it because she had been trying to get involved with Main Street since before, she was elected and that she has had a very difficult time getting involved and that she keeps putting out notes saying, “hey I want to be involved”, and she wanted to know if that was inappropriate for her as a town council person to be involved. Assistant Mayor Grove replied saying that Main Street is ran by a single paid person and not a committee. Councilwoman Yaukey said that Main Street is tasked with generating a volunteer core and that is the mission of Main Street and can she be a volunteer core. Mayor Green responded by saying that she (Councilwoman Yaukey) can sit in on the meetings and get involved that way. Councilwoman Yaukey said just pick up trash and be out there that way. Mayor Green said yes you can do that, but you can’t give them direction. You can offer advice but that puts the employee in a spot where they feel that they have to do as advised by council. Mayor Green went on to say that it took 13 to 14 months to get designated as a Main Street and Kathryn runs that however when Kathryn took a position as Circuit Rider, Mayor Green thought it would be a good idea to bring in Sarah Elwood to assist Kathryn and that everything would need to be run through Kathyrn as she was still the Main Street Manager. As a town we are new to the program and we are taking baby steps in order for this program to succeed, however, baby steps were kicked to the curb by Sarah Elwood and was taking things upon herself to do and then Kathryn the Main Street Manager was receiving emails from the State and that became an issue and I had to address with Sarah a few things. He also said that council can sit in on meetings. Councilwoman Yaukey said she just wants to get involved and wants to be a part of something that she doesn’t see taking shape. And she keeps volunteering for it and when does that call go out that people can start participating for this. Mayor Green said as soon as she gets clarification on the disclosure. Town Clerk Emily Rider confirmed that yes Kathryn told her that she is waiting on the exact specifications and that is why there are no committees yet. Councilwoman Yaukey thanked the Mayor and Town Clerk for that clarification because she never got an answer to her email with any explanation. Mayor Green stated that it is in the books that you must be a town resident in order to be on a committee and not many residents want to be involved. He stated that we get volunteers from outside of town that want to participate but right now we can’t. He explained that is why the WAHA was done as its own entity, so they could have members outside of the area participate, and Kathryn can’t do that because she is not her own entity, she is part of the town. Councilwoman Yaukey said that she did four years on Hagerstown’s Main Street and that is part of what she brings to this position and its something she is anxious to share and if nothing else she will pick up trash every morning to be a part of that effort. Mayor Green just wanted to clarify that in the past council have given direction to employees and the employee did as directed by council and that got them off task as to what they were to be working on and that is why council is not to give direction to employees directly.
* Councilman Charles Brown reported that Canal Days is coming, and he is looking forward to that. The NPS got the mule in at the headquarters. He reported that we got the new mulch in the park, and it turned out nice. Mayor Green asked if we could get rubber along the big playground to keep that mulch off the sidewalk and that they are going to look into doing that.

**Mayor’s Report**

* Mayor Green reported that it has been a busy month and that he has been attending a lot of meetings. He’s been working with town staff to prepare for the upcoming fiscal audit.

**Unfinished Business**

None.

**New Business**

* Mayor Green asked for a motion to introduce the pole attachment and licensing agreement with the Town of Williamsport and Point Broadband of the Piedmont LLC. Assistant Mayor Dennis Grove 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 to approve an MOU between the Board of County Commissioners of Washington County and the Town of Williamsport concerning addressing and road naming. Councilman James Braswell made a motion to accept as presented. Seconded by Assistant Mayor Dennis Grove. With all voting in favor, motion carried.
* Mayor Green asked for approval for sidewalk improvements at 11 S. Vermont St. and to contract and reimbursement Town of Williamsport. Councilman Charles Brown made a motion to accept as presented. Seconded by Councilman James Braswell. With all voting in favor, motion carried.

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

Meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer

Town Manager