**The Town of Williamsport**

**Mayor & Town Council Workshop Minutes**

**August 1, 2022**

On August 1, 2022, the Workshop Meeting of the Mayor & Town Council for the Town of Williamsport was held. Those members of the elected body who were present included Mayor William Green; Assistant Mayor Dennis Grove, Councilman Jim Braswell, Councilman Charles Brown, Councilman Michael Nokes, and Councilwoman Margaret Yaukey. Town employees in attendance included Donnie Stotelmyer, Town Manager. Chris Sims, Smart Utility Management attended the meeting as a member of the public.

Mayor Green called the Workshop Meeting to order at 6:30pm and began to discuss the mill and overlay of North Conococheague Street. The idea to utilize American Rescue Plan Act funding in lieu of grant funding was discussed. Mayor Green indicated ARPA money could be used to complete a portion or all the project using Craig Paving, who is contracted with Washington County. Expanding the project to include patchwork elsewhere was discussed to be included or to have done by another contractor. Specific questions pertaining to the intersections, sidewalks, other areas of concern in Town, and federal/state interactions were examined. Mayor Green requested Town Council to think over the discussion for decision at a future meeting.

Mayor Green the presented the process to consider a Request for Proposals for Lobbying Services. The Town currently utilizes the services of Manno & Associates; Mayor Green pointed out the benefit of having a paid group in the Capital discussing projects and needs of the Town. An RFP will be presented to Town Council at a future meeting.

Town Manager Stotelmyer presented the desire to increase the amount necessary to prompt a Request for Proposal from $10,000 to $20,000 or $25,000. Mayor Green echoed the need for a change. Inquiries for clarity were offered by Councilmembers including a review of the RFP process and potential amounts to raise the monetary value which would prompt a RFP. The historic use of “Emergency Expenditures” was discussed to allow for purchases in the event of a true emergency and not just for urgent purchases.

Mayor Green informed Town Council of the hiring of Chad Rooney for a position within the Administration Department. This hire will learn from the Town Manager and Accountant and take on many of those tasks in the future.

Mayor Green introduced the item to discuss the need for a sewer rate increase. The parameters for a public hearing were discussed and the date of August 15, 2022, at 6:00pm was selected.

Mayor Green presented the conversation of rehabilitation of the L. Beard Miller Memorial Pool, more specifically, the need to advertise a Request for Proposals. The need to do so was understood and a RFP will be presented at a future meeting. Future expansion of the fenced pool area, ensuring workability of the handicap chair, desired amenities, and shade structures were also discussed. Councilwoman Yaukey reiterated her thoughts of having activities for senior citizens at the pool. A discussion of swim lessons to include costs, frequency, and controlling cancellations during the 2023 season were also discussed.

The Mayor & Town Council discussed various, upcoming events including the MACO Summer Conference, the MML Fall Conference, and employee night at the pool.

Assistant Mayor Grove made a motion to adjourn the Workshop Meeting; Councilman Brown seconded. The motion passed unanimously; the meeting was adjourned.