**The Town of Williamsport**

**Mayor & Town Council Special Meeting Minutes**

**October 17, 2022; 7:00pm**

On October, 2022, the Regular 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, and Councilperson Margaret Yaukey. Councilman Jim Kalbfleisch attended virtually. Town employees in attendance included Chad Rooney, Town Administrator and Ed Kuczynski, Town Attorney.

Mayor Green called the meeting to order at 7:03pm and called for a moment of silence before leading in the Pledge of Allegiance.

Mayor Green asked for an approval of the minutes for May 2, 2022 – Work Session; June 6, 2022 – Work Session; June 27, 2022 – Special Session; July 26, 2022 – Regular Session; August 1, 2022 – Work Session; August 15, 2022 – Public Information Session; August 15, 2022 - Regular Session; September 12, 2022 – Regular Session; October 3, 2022 – Public Hearing; and October 3, 2022 - Regular Session. Councilman Brown motioned to approve all meeting minutes as presented with a change in the September 12, 2022, Regular Session to note the date for Bulk Trask Collection is October 22, 2022. Councilman Braswell seconded; the motion passed unanimously. Councilperson Yaukey explained she was not in attendance for the June 27, 2022, Special Session, nor the July 26, 2022, Regular Session and wished to have her abstention noted. Mayor Green instructed the Town Administrator to reflect this in the minutes for this meeting.

**Reports**

* Board of Elections Supervisors – No Report
* Board of Zoning Appeals – No Report
* History & Museum Board - Assistant Mayor Grove motioned to allow a purchase of a small sign for the flower garden for $33; Councilman Brown seconded; the motion passed unanimously.
* Planning Commission - The Town Attorney outlined information pertaining to discussion on establishing an Urban Renewal Authority.
* Land Use – No Report
* Legal Counsel – The Town Attorney requested information related to a parking lot agreement being considered by the Town with Saint Augustine’s Catholic Church. Mayor Green explained there are several factors holding up movement on this item including length of the contract and potential grant funding requirements.
* Sheriff’s Report – Provided in written form (copy included with these minutes)
* Mayor’s Report –

**Old Business**

Assistant Mayor Grove motioned to approve the Mayor to sign a Bonds Bill Agreement for Springfield Barn. Councilman Braswell seconded; the motion was approved unanimously.

**New Business**

The Town Attorney provided a status update of the Ethics Law. There is not a need for action currently.

Councilperson Yaukey motioned to introduce an Ordinance to increase water and sewer rates as presented. Assistant Mayor Grove seconded; the motion was approved unanimously.

No motion was presented regarding a request by the C & O Canal Association to approve renting the community building for $300.00. The item died due to lack of a motion.

Councilman Brown motioned to reject all submitted bids for Grass Mowing/Trimming Assistance and Snow Removal and to readvertise modified Request for Proposals for these areas. Councilman Braswell seconded; the motion was approved unanimously.

Councilman Brown motioned to approve the submitted bid by Republic Services for trash collection and recycling services as presented in their bid package. Councilman Braswell seconded; motion was approved unanimously.

No citizens provided comments though several were in attendance for the duration of the meeting.

Councilman Kalbfleisch made a motion to adjourn the Regular Session; Assistant Mayor Grove seconded. The motion was approved unanimously; the meeting was adjourned at 7:39pm.