

**Town of Williamsport**  
**Mayor & Town Council**  
**Regular Session Meeting Minutes – January 9, 2023**

On January 9, 2022, the Mayor & Town Council for the Town of Williamsport held a Regular Session. 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 Councilperson Margaret Yaukey. Town employees in attendance were Chad Rooney, Town Manager; Ed Kuczynski, Town Attorney; Linda Kuczynski, Town Planner.

Mayor Green called the meeting to order at 7:00pm and subsequently asked for a moment of silence and led the Pledge of Allegiance.

Councilman Brown made motion to approve the meeting minutes from the December 12 Regular Session; Councilman Braswell seconded; the motion passed unanimously.

Councilman Brown made motion to approve the meeting minutes from the December 12 Executive Session; Councilman Braswell seconded; the motion passed unanimously.

Mayor Green referenced a thank you card from Mary Jo Kalbfleisch, invitation from the MML Washington County Chapter for the quarterly dinner, and the 2023 Schedule of Events. Mayor Green presented Troop 17, Ravens Roost, Williamsport Youth Soccer, and the Williamsport Fire/EMS with a check for their assistance in December to help the Town collect donations from travelers through Lights in the Park.

Mayor Green called for Council and Committee Reports; Linda Kuczynski outlined the need to appoint two new members to the Election Board, she offered Simone Mays and Colin Osborne as potential members and requested their nomination. Assistant Mayor Grove motioned to appoint Simone Mays and Colin Osborne as members of the Election Board, Councilman Braswell seconded; motion passed unanimously.

There were no reports for the Board of Zoning Appeals, History & Museum Board, Land Use, Legal Counsel, nor from the Washington County Sherriff. Lind Kuczynski explained the Planning Commission is working on some things.

Town Council offered the following reports: Councilperson Yaukey said she intends to get up to speed on the electric study and will provide information at a later date; Councilman Nokes had no report; Councilman Brown reported a lot of traffic for the lights in the park and the event went beautifully and the rubber pour-in-place mulch project is being completed currently; Assistant Mayor Grove had no report, and Councilman Braswell asked everyone to be a good neighbor and echoed the wonderful lights in the park event in December.

The was no Old Business.

Mayor Green updated the dates for Car Shows in 2023 as some previously agreed upon dates conflicted with Saturday rentals of various park facilities. The event may seek to utilize Conococheague Street as an alternative.

Mayor Green explained December 26 was not reflected on the 2023 Holiday schedule and it should be added. Councilperson Yaukey motioned to add December 26 to the Holiday schedule; Councilman Nokes seconded; the motion passed unanimously.

Mayor Green presented the winners of the Winter 2022 Holiday Decorating Contest. Contest winners will be notified in the coming week.

Mayor Green introduced the plan to hold Pup Pawlooza on June 10, 2023, at River Bottom Park and allow a Beer Garden. Councilperson Yaukey motioned to approve the plan as presented; Councilperson Nokes seconded; the motion passed unanimously.

Town Manager Rooney outlined concerns presented to the Town following the approval of the Winter Weather Response Bid previously decided upon by Town Council. The Mayor and Town Manager met with the contractor who outlined their intentions not to sign an agreement without being able to hold the mowing and landscaping bid as well. Town Council was presented with the idea of combining the bid packages into one bid, but to allow potential contractors to bid for one or the other, or both bids as advertised. Councilman Braswell motioned to advertise the mowing and landscaping bid and winter weather response bid as one package and to allow potential contractors to submit a bid for one or the other, or both bids; Councilman Nokes seconded; the motion passed unanimously.

Town Manager Rooney explained Bid 2022-14 Engineering Services for the Williamsport Boat Ramp. No bids were submitted. The Town Manager will review the cause and report back.

Town Manager Rooney presented the timeline for bid submissions for the Manhole and Sewer Rehabilitation Project. The Town Manager then introduce Rady Watson, Thrasher Engineering, who is handling the bid process and construction management for the project. Mr. Watson outlined the use of a two-envelope system to determine eligibility for submissions; if the submitter did not meet the requirements set forth in the bid documents within the outside envelope, the interior envelope would not be opened. Bids received were as follows: Guyer Brothers, Inc. - \$747,090.00; Inliner Solutions - \$888,287.00; Pleasants Construction - \$675,627.93; Snyder Environmental, Inc. - \$613,210.00; and Standard Pipe Services, LLC. - \$745,130.00. Thrasher Engineering and the Town Manager will meet to discuss the submissions and present a recommendation at the February meeting.

Councilman Nokes interjected as the Mayor was moving to end New Business to make a motion to move into Executive Session for the purpose of property acquisition, Councilperson Yaukey seconded; the motion passed unanimously. The meeting moved into Executive Session at 7:48pm and the public was asked to exit Council Chambers.

Councilman Braswell made a motion to end the Executive Session and reconvene in Regular Session; Councilman Nokes seconded; the motion passed unanimously. The meeting reconvened in open session at 8:43pm.

Mayor Green moved the Regular Session to Public Comment. Christie Soffel presented Town Council with an idea to construct a dog park within Town limits. She provided a document outlining her proposal and parameters for use. The idea will become an agenda item at the next Work Session.

Councilman Braswell made a motion to adjourn the Regular Session; Councilman Nokes seconded; the meeting adjourned at 8:55pm.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Chad P. Rooney', is written over the printed name.

Chad P. Rooney  
Town Manager

William "Bill" Green, Mayor  
Dennis Grove, Assistant Mayor

Chad P. Rooney, Town Manager  
Clerk/Treasurer



Jim Braswell, Councilmember  
Charles Brown III, Councilmember  
Michael Nokes, Councilmember  
Margaret Yaukey, Councilmember

# TOWN OF WILLIAMSPORT

## MAYOR & TOWN COUNCIL REGULAR SESSION AGENDA

January 9, 2023; 7:00pm

### CALL TO ORDER - REGULAR SESSION @ 7pm

### PLEDGE OF ALLEGIANCE

### APPROVAL OF MEETING MINUTES

- December 12, 2022 - Regular Session - JR / JB

### CORRESPONDENCE

- MML Washington County Chapter Quarterly Dinner

### REPORTS

- Board of Elections Supervisors - Linda
- Board of Zoning Appeals - No pending Appeals DG/JB
- History & Museum Board
- Planning Commission - working on things
- Land Use
- Legal Counsel
- Sheriff's Report - August Dolt No RPT
- Town Council Reports
- Mayor's Report

- Troop 17 check report  
 - Ravens Roost check  
 - Sewerpoint Youth Soccer  
 - Sewerpoint FIRE/EMS

### OLD BUSINESS

- No Old Business

### NEW BUSINESS

- Discuss/Consider Previous Approval of 2023 Car Show Dates
- Discuss/Consider Addition of December 26, 2023, to 2023 Holiday Schedule
- Discuss/Consider Winner of 2022 Christmas Decoration Contest
- Discuss/Consider Pup Pawlooza June 10 at Riverbottom → m/1 → 2  
Beers garden → m/1 → 3
- Discuss/Consider Christmas in July - July 15 → DG/JB
- Discuss/Consider RFP for Mowing & Landscape Services and Winter Weather Response
- Discuss/Consider Election Board Recommendations
- Review Submissions for Bid 2022-14 Engineering Services for the Williamsport Boat Ramp - Send to Treasurer → DG, JB
- Review Submissions for Bid 2022-17 Manhole & Sewer Lining Project

→ pass. more uptown m/1, m/2

elec - m/1 will provide report  
 w/s - m/2 No report  
 park - went beautifully; Rubbin playground  
 - DG No report  
 JB - Patman traffic in park  
 No other RPT re good with  
 Bill - met w/ Party  
 met w/ new Sheriff  
 trash, need  
 Ed work on main  
 in functions  
 need to put  
 ordinance

→ R/O  
 Put out  
 town shift  
 assist w/  
 removal

Go into Exec Session - 7:48p  
 MN / m/1

**CITIZEN'S COMMENTS ON NON-AGENDA ITEMS**

Public comment on items not included on the agenda will be limited to 5 minutes. Members of the public must first be recognized by the Mayor and will state their full name prior to speaking for the record. Any member of the public requiring more than 5 minutes shall request to be placed on a future meeting agenda to present their concerns.

**MOTION TO ADJOURN REGULAR MEETING**

Re convene

↳ - Jenise Hill Retiring having lunch @ 12 noon  
- Emily - Com. bly. Jan 20

↓  
Crystal moving into her position

⊗ - Honorable mention

Public Comment

Christie Sofel  
↳ idea for a dog park  
↳

mN - potential at PS #1  
Add to next workshop

OUT  
JB/mN 8:43

[Gross/Snow  
↳ Feb 10 Due date]

**WASHINGTON COUNTY MUNICIPAL LEAGUE  
30 EAST BALTIMORE STREET  
FUNKSTOWN, MARYLAND 21734  
301-791-0948**

January 2, 2023

The next scheduled meeting of the Washington County Chapter of the Maryland Municipal League will be held on **Monday, January 23, 2023** and will be hosted by the City of Hagerstown. The meeting will be held at Leiter's Fine Catering Banquet Hall located at **59 W. Washington Street, Hagerstown, Maryland.**

The social hour will begin at 6:00 PM, followed by the evening meal at 6:45 PM. The menu for the evening will consist of beef brisket, fried chicken, salad, whipped potatoes, green beans, beverage, and dessert. A cash bar will be available.

The cost for this meal will be **\$30.00.**

Please send payment for your reservations by **Monday, January 16, 2023** to:

**City of Hagerstown  
Attn: Donna Spickler  
1 East Franklin Street, Room 200  
Hagerstown, MD 21740**

Checks should be made payable to the City of Hagerstown.

Please call or e-mail your reservations to: 301-766-4183 or [dspickler@hagerstownmd.org](mailto:dspickler@hagerstownmd.org). Please keep in mind that you are responsible for your reservations and they must be paid prior to the meeting.

I hope you will be present for this meeting and I look forward to seeing you on January 23<sup>rd</sup>.

Sincerely,  
*Sharon Chirgott*  
President  
Washington County Chapter



## Town of Williamsport, MD 2023 Calendar of Events



Please visit [www.williamsportmd.gov](http://www.williamsportmd.gov) or  
follow Town of Williamsport MD & Main Street Williamsport  
on Facebook for more updates

Williamsport Town Council Meetings are open to the public, held in Town Council Chambers at Town Hall  
1<sup>st</sup> Monday of each month — Work session 6:30pm  
2<sup>nd</sup> Monday of each month — Regular session 7pm

Date	Time	Event
January 1 <sup>st</sup>	10am-12pm	Polar Bear Plunge @ River Bottom Park, Williamsport MD
January 2 <sup>nd</sup>	All Day	Town Hall closed for New Year's
January 16 <sup>th</sup>	All Day	Town Hall closed for Martin Luther King, Jr. Day
February 20 <sup>th</sup>	All Day	Town Hall closed for President's Day
March 6 <sup>th</sup>	All Day	Town Hall closed for Town Elections
April 1 <sup>st</sup> & 2 <sup>nd</sup>	10am-5pm 11am-4pm	Hitching Post Roundup @ Springfield Barn
April 7 <sup>th</sup>	All Day	Town Hall Closed for Good Friday
April 29 <sup>th</sup>	9am-1pm	Spring Clean-Up @ Byron Memorial Park
May 27 <sup>th</sup> Noon	Noon	Swimming Pool Opens @ 11 Park Rd, Williamsport MD
May 29 <sup>th</sup>	All Day	Town Hall Closed for Memorial Day
June 19 <sup>th</sup>	All Day	Town Hall Closed for Juneteenth
July 4 <sup>th</sup>	All Day	Town Hall closed for Independence Day
July 4 <sup>th</sup> Rain date July 5 <sup>th</sup>	Dusk	Independence Day Fireworks @ Byron Memorial Park
July 15 <sup>th</sup>	<b>TBD</b>	Christmas in July
August 1 <sup>st</sup>		National Night Out @ Byron Memorial Park
August 11 <sup>th</sup>		Glow Night @ Pool
August 25 <sup>th</sup> — 27 <sup>th</sup>		Annual C&O Canal Days
September 4 <sup>th</sup>	All Day	Town Hall Closed for Labor Day
September 29 October 1,6,8, 13,15,20,22,27,29	Sat. & Sun. Evenings	Haunted History Walks
October 7 <sup>th</sup>	10am-4pm	Harvest Hoedown @ Byron Memorial Park
October 21 <sup>st</sup>	9am-1pm	Fall Clean-Up
<b>October (tentative)</b>	<b>TBD</b>	Halloween Dance @ Springfield Barn
October 31 <sup>st</sup>	6-8pm	Trick-or-Treat Festival @ Town Center
November 10 <sup>th</sup>	All Day	Town Hall Closed for Veteran's Day
November 23 <sup>rd</sup> & 24 <sup>th</sup>	All Day	Town Hall Closed for Thanksgiving
December 1st	7pm	Christmas Parade & Byron Memorial Park lighting
December 2,3,8,9,10,15,16,17	<b>TBD</b>	Celebration of Trees @ Springfield Barn
December 22 <sup>nd</sup> (1/2 day) & 25 <sup>th</sup>	All Day	Town Hall Closed for Christmas
January 1 <sup>st</sup> 2024	All Day	Town Hall Closed for New Year's
January 1 <sup>st</sup> 2024	10am-12pm	Polar Bear Plunge @ River Bottom Park, Williamsport MD



# HICKORY ELEMENTARY

## It's a Husky Thing!

### Business

1. Get Right
2. ~~name~~ Rosemarys
3. name Lulu

mention: Wmpt Retirement Village

### House

1. 20 Springfield Lane - Delilian Merica & Leonard Husband
  2. 28 Springfield Lane - Jay Lauver
  3. 38 W. Frederick (Mummys)
- HM: 15805/15803 Lockwood Rd (Townhouse) - Paul & Debra Wolford  
 HM: 8 Clifton drive - Tony Burger  
 Paul Wolford III  
 15803

### Scapes

- 1 115 S. Vermont - Gary & Deborah Sprankle
  - 2 37 W. Frederick - Terry Taylor
  - 3 31 W. Frederick st - Jack & Michelle Murray
- HM: 9 N. Artizan - Jessie Williams  
 HM: m. lestone appts (by office)

**DREAM!**

**BELIEVE!**

**ACHIEVE!**





**Town of Williamsport**

**Dog Park Ideas**

**Poop Control**

**Mural**

Christie Soffel, 9 E Salisbury, 301-310-4789, ChristieSoffel@iCloud

**Dog Park**

Monitored by Camera

Closes at Dark

Dogs Approved

Park Gate is Locked, Realtor's type lockbox with Key

A Committee Reviews Each Dog for Entry

Owners must be with their dogs at all times.

If someone other than the owner brings a dog...babysitters, relatives, etc., that person must be approved for entry.

Some older children may be approved for bring their dogs.

Toddlers and very young children must be approved depending upon the situation.

A dog will be put on probation for fighting, injuring other dogs and/or human(s).

Any dog owner who is caught not picking up their dog's excrement will be immediately suspended and/or permanently expelled

More ideas may come to me, these are just the basic framework ideas to insure our children, adults and pets are safe. I will be in charge of this project.

**Poop Control** - cameras set up, more receptacles around town.

**Mural** - Ideas & locations discussed late