



**Town of Williamsport  
Mayor & Town Council Work Session  
July 10, 2023**



On July 10, 2023, the Mayor & Town Council for the Town of Williamsport held a Work Session to discuss business of the town.

Those in attendance included Mayor William Green, Assistant Mayor Denny Grove, Councilperson Margaret Yaukey, Councilman Earle Pereschuk, Councilman Charles Brown, Councilman Ben Tinsley, and Councilman Jim Braswell. Employees in attendance included Town Manager Chad Rooney, and Town Attorney Ed Kuczynski.

Mayor Green called the meeting was called to order at 6:30pm.

The Mayor outlined several Requests for Proposal on the agenda and then instructed the Town Manager to open Request for Proposal 2023-03 for the flooring portion of the Springfield Barn Project. The Town Manager opened a bid submitted by Superior Facilities Management Services, LLC, Bethesda, MD, for the lump sum amount of \$28,626.00. A second submission was opened from Henson & Son, Hagerstown, MD, for the lump sum amount of \$42,065.53.

Mayor Green informed Town Council there were no submissions for the HVAC/Lighting portion of the project. Mayor Green then instructed the Town Manager to open the sole submission for Request for Proposals 2023-07 for the windows portion of the Springfield Barn Project. The submission was from Henson & Son, Hagerstown, Maryland, for the lump sum amount of \$5,025.00.

Mayor Green then instructed the Town Manager to open the sole submission for Request for Proposals 2023-08 for the food/beverage area portion of the Springfield Barn Project. The submission was from Henson & Son, Hagerstown, Maryland, for the lump sum amount of \$8,040.00.

Mayor Green then instructed the Town Manager to open the sole submission for Request for Proposals 2023-05 for the codification of ordinances. The sole submission was from General Code, Rochester, New York, for the lump sum amount of \$12,250.00; and subsequent years maintenance for the annual cost of \$1,195.00.

Mayor Green identified all agenda items were reviewed and adjourned at 6:57pm.

Cordially Tendered,

A handwritten signature in black ink, appearing to read "Chad P. Rooney".

Chad P. Rooney  
Town Manager / Clerk / Treasurer

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

Chad P. Rooney, Town Manager  
Clerk/Treasurer



Jim Braswell, Councilmember  
Charles Brown III, Councilmember  
Earle Pereschuk, Councilmember  
Ben Tinsley, Councilmember  
Margaret Yaukey, Councilmember

***TOWN OF WILLIAMSPORT***  
**MAYOR & TOWN COUNCIL**  
**WORK SESSION & REGULAR SESSION AGENDA**  
**July 10, 2023; 6:30pm**

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**CALL TO ORDER – WORK SESSION**

**Pledge of Allegiance**

- Request for Proposals 2023-03: Springfield Barn Improvement Project - Flooring
- Request for Proposals 2023-05: Ordinance Codification
- Request for Proposals 2023-06:  
Springfield Barn Improvement Project – HVAC/Lighting
- Request for Proposals 2023-07: Springfield Barn Improvement Project - Windows
- Request for Proposals 2023-08: Springfield Barn Improvement Project – Food Beverage
- Updates

**Adjournment of Work Session**

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**CALL TO ORDER – REGULAR SESSION**

**APPROVAL OF MEETING MINUTES**

- May 8, 2023 Public Hearing: Fiscal Year 2024 Budget Ordinance General Fund, Water/Sewer Fund, Electric Fund, and Utility Rates
- May 8, 2023 Regular Session
- June 5, 2023 Public Hearing: Community Development Block Grant Application
- June 5, 2023 Public Hearing: Utility Rate Increase
- June 5, 2023 Special Session
- June 5, 2023 Work Session
- June 12, 2023 Regular Session

**CORRESPONDENCE**

- Thank You Note: Emily Stiller, Ruby M. Seymore Scholarship Recipient
- Washington County Public Schools Job Coaching Program

## **REPORTS**

- Board of Elections Supervisors
- Board of Zoning Appeals
- History & Museum Board
- Planning Commission
- Land Use
- Legal Counsel
- Sheriff's Report - August
- Town Council Reports
- Mayor's Report

## **OLD BUSINESS**

- Request for Proposals 2023-03: Springfield Barn Improvement Project - Flooring
- Request for Proposals 2023-05: Ordinance Codification
- Request for Proposals 2023-06:  
Springfield Barn Improvement Project – HVAC/Lighting
- Request for Proposals 2023-07: Springfield Barn Improvement Project - Windows
- Request for Proposals 2023-08: Springfield Barn Improvement Project – Food Beverage

## **NEW BUSINESS**

- No New Business

## **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**