



Town of Williamsport Mayor & Town Council Regular Session October 2, 2023



On October 2, 2023, the Mayor & Town Council for the Town of Williamsport held a Work Session to conduct 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.

Mayor Green presented the proposed Unexpected Excessive Water/Sewer Consumption Policy requested at a prior meeting by Town Council. The policy provides direction to the Town Manager in the event a property has unexpected excessive usage reflected on their monthly bill.

A request for a trunk-or-treat event was presented by Mayor Green on behalf of Citi Corp; the group needs immediate attention to allow proper planning. There were no negative comments regarding the event; the Town Manager will notify the group of the discussion.

A discussion regarding improvements of selected intersections to increase safety and walkability was presented by Councilperson Yaukey. She explained the dangers of several intersections as they do not currently have pedestrian alerts installed. Councilman Braswell outlined his dissent to changing intersections to all stop signs and offered cost effective improvements which may be feasible. Mayor Green pointed out the efforts to improve intersections for emergency service response as well. Councilperson Yaukey expressed her satisfaction that changing of intersections to four-way stops is not a safety or fiscally responsible way to address the concerns, but requested the Mayor and Town Manager to research improving roadway markings for drivers and pedestrians.

Mayor Green presented a request to begin a Military Banner Program to honor veterans of the Town and immediate surrounding area. The banners would be hung in the park around Memorial Day and Veteran's Day. The idea was welcomed by Town Council.

The costs to improve the sign at the Cushwa Basin was provided to the Mayor and Town Council by the Town Manager. As requested by Town Council, the proposal included updates to the vinyl signage and installation of solar lights. The Town Manager was asked to see if updates to the signs would be able to be reviewed by the History & Museum Board prior to printing. Town Council had a consensus to remove the solar lighting as the signs would not be viewed when the canal is closed at dusk.

Councilman Braswell presented an update of the ad hoc Parking Committee. He requested the Mayor and Town Council to consider during its Regular Session Meeting to direct the Town

manager to begin purchasing annual membership to a parking app provider and metering for the downtown area as the Town can afford it over the next several years. This item will be considered by Town Council during its Regular Session.

Mayor Green announced an item was not listed on the agenda, but he would like consideration by Town Council an increase to \$500.00 for deposit to future barn rentals. The deposit offsets costs to ensure the barn is cleaned at the end of each rental. Several rentals recently have failed to clean the area following their rental leading to Town employees hauling trash off the property and spend several hours to clean the area for the next rental. This item will be placed on the Regular Session agenda.

Councilman Tinsley requested an update on the Codification Project approved earlier this year. The Town Manager explained documents are still needing to be provided for review and authentication and this is an ongoing project.

Councilman Tinsley expressed his adamancy to address property code violations through written violation. The Town Attorney expressed the Town waiting on citation books, which had arrived early today. The Town Attorney explained further the desire of the Town to work with property owners to bring their properties back into compliance or receive up to a \$1,000.00 fine. This will be a work in progress as violations have been historically complain driven. Councilman Tinsley identified several properties which should be given immediate citations. The Town Attorney expressed the importance of being strategic in the Town's approach including full understanding of the International Property Maintenance Code which would require a contracted individual or training of current employees.

There was no Public Comment offered. Mayor Green adjourned the meeting at 7:14pm.

Cordially Tendered,



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 AGENDA
October 2, 2023; 6:30pm

CALL TO ORDER – WORK SESSION

PLEDGE OF ALLEGIANCE

UNEXPECTED EXCESSIVE WATER/SEWER CONSUMPTION POLICY

REQUEST: TRUNK OR TREAT IN THE PARK *inform OK,*

SELECTED INTERSECTIONS WALKABILITY-

REQUEST: MILITARY BANNERS

UPDATE TO SIGN AT CUSHWA BASIN

-pull back

*① BARN CLEANING INCREASE
- \$500 -*

PROGRESS OF PARKING COMMITTEE

History UPDATE

→ Reuse Solar Lighting

ADJOURNMENT - WORK SESSION

-GRANT FUNDING

BT

- Codification

- Building CODES

- Historic Property Preservation

**UNEXPECTED EXCESSIVE WATER/SEWER
CONSUMPTION POLICY**

RESOLUTION
UNEXPECTED EXCESSIVE WATER/SEWER CONSUMPTION POLICY

It is understandable from time to time, a water and/or sewer customer of the Town of Williamsport will experience a high utility bill due to unexpected excessive water consumption and sewer discharge. This may be due to several factors including, but not limited to, broken pipes, leaking facets, worn seals, or ruptured water heaters. The Mayor and Town Council have a desire to work with consumers should such events occur to offset allowable charges.

Town administrators will make attempts to identify higher than normal usage and contact the person listed on the account to notify them of the observation; but notification may be the receipt of the monthly utility bill.

If water has been consumed, meaning it is detected and recorded by the property's town-owned water meter, the responsibility for costs rests with the consumer.

If the consumer feels a mistake was made with the meter reading, a request will be made to the Town Manager in writing to have Public Works employees complete a second reading of the meter. If a mistake is confirmed, an adjustment will be authorized by the Town Manager on the account. If the meter is found to be operating normally, an adjustment will not be authorized.

In the event a leak is found on the property and no water entered the sanitary sewer system, the Mayor and Town Council authorize the Town Manager to, at their discretion, adjust the property's account, including removing all sewer charges incurred from the leak.

If the account owner is able to express a need for an extension to pay an unexpected excessive water/sewer bill, the request must be made in writing to the Town Manager and will need to include the account owner's name, account number, need for the extension, and potential cause of the high bill. The Town Manager is granted the authority to provide an extension for accounts by dividing the total amount due in half; half of the amount due must be remitted immediately; and the remaining balance will be divided equally for payment on the next three consecutive months. The account owner will also ensure their bill for consumption is paid in addition to this amount.

For example, an account with higher than expected bill of \$162.00, will be expected to pay \$81.00 on the current bill and \$27.00 in addition to each months bill for the next three months. This will bring the account in to good standing.

If an account owner fails to pay the outstanding amount, they will be subject to shut off procedures when processing the next month's utility bill.

UPDATE SIGN AT CUSHWA BASIN

Estimate



CENTURY GRAPHICS GROUP LLC

345 E. ANTIETAM ST.
HAGERSTOWN, MD 21740
ph. 301-791-7654
fax 301-791-9148
email: thesignpro@signhere.net

Estimate: 54473

Printed 9/8/2023 4:10:50PM

Description: **LED UNITS AND MOUNTING STRUCTURE FOR TOURIST DISPLAYS**

Prepared For: CHAD ROONEY

ph: (301) 223-7711 x 210

Company: TOWN OF WILLIAMSPORT

email: crooney@williamsportmd.org

Estimate Date: 9/1/2023 11:08:35AM

Below is a proposal for your sign lighting. Please review all details carefully and contact me with any questions or approvals. Thank you.

Sincerely,

JAMES SHEATS

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Miscellaneous		4	1	1	1	\$567.50	\$0.00	\$2,270.00

Color:

Description: 20" WIDE SOLAR POWERED LED LIGHTING FIXTURE - PRODUCT IS SELF-CONTAINED

Text:

2 Miscellaneous		1	1	1	1	\$1,002.00	\$0.00	\$1,002.00
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Color:

Description: CUSTOM FABRICATED MOUNTING STRUCTURE - FINISH PAINTED

Text:

3 INSTALLATION MD NonTaxab		1	0	0	0	\$635.00	\$0.00	\$635.00
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Color:

Description: INSTALLATION MD NonTaxable

Text:

Notes:

ALL PRICES ARE TENTATIVE PENDING FINAL DESIGN DETAILS

THIS QUOTE IS VALID FOR 30 DAYS

Line Item Total:	\$3,907.00
Tax Exempt Amt:	\$3,907.00
Subtotal:	\$3,907.00
Taxes:	\$0.00
Total:	\$3,907.00

Company: TOWN OF WILLIAMSPORT
P.O. BOX 307
WILLIAMSPORT, MD 21795

Received/Accepted By: / /

Go where a good sign takes you!

C&O Canal



The C&O Canal is a 182.5-mile-long waterway that connects the Chesapeake Bay to the Ohio River. It is a National Historic Landmark and a National Waterway. The canal is a vital link between the East and West, and it is a source of pride for the people of the region.



- 1. Locks
- 2. Weir
- 3. Dam
- 4. Lock
- 5. Dam
- 6. Lock
- 7. Dam
- 8. Lock
- 9. Dam
- 10. Lock



Williamsport LOCAL ACTIVITIES AND EVENTS



Town Map & Directory



Welcome to Williamsport

Historic fun

Williamsport is a historic town with a rich heritage. It is a beautiful town with a lot to offer. The town is located in the heart of the region and is a source of pride for the people of the area. The town is a beautiful town with a lot to offer. The town is located in the heart of the region and is a source of pride for the people of the area.

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WilliamsportMD.gov Facebook.com/WilliamsportMD

① ORP Codification

① - Cross walk / STOP BAR PAINTING - Alpha SPACE CONTROLS

① - COST UPDATED INTERSECTIONS - STOP LIGHTS; -

① - SIGNS FOR PUBLIC PARKING

- e-mail TAP GARRET GARY



SAVE THE DATE

The Town of Williamsport will honor

Donnie Stotelmyer

in his Retirement from Public Service

on Friday, November 17, 2023

from 7-10 P.M.

*Further details will be contained in the
mailed invitations.*