

**Town of Williamsport**  
**Mayor & Town Council**  
**Work Session Meeting Minutes – March 4, 2024**



On March 4, 2024, the Mayor & Town Council for the Town of Williamsport held a Work 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 Earle Pereschuk, Councilman Ben Tinsley, and Councilperson Margaret Yaukey. Town employees in attendance were Chad Rooney, Town Manager, Ed Kuczynski, Town Attorney, and Deputy Koontz, Washington County Sheriff's Department.

Mayor Green called the meeting to order at 6:00pm and immediately prompted the representatives from RK&K, the new town contracted engineering firm, to introduce themselves.

John Cole, Director, provided an introduction of both he and Rhiannon Dodge, who will primarily be the point of contact for the town, and the various experience they have servicing municipal contracts. No questions were raised.

Mayor Green then requested an update from Kathryn Gratton, MRDC Circuit Rider, on outstanding and future grants. She explained the town was approved for the façade grant again this year, including various modifications for residential properties being included and options available to provide funding to those who have not participated in the program. Project Restore 2.0 is a newly funded grant opportunity for vacant properties without a current leased agreement. The town would apply and, if provided funding, would require business owners to apply to the town for funding and the decision making on how much funding is given per application rest with the town.

Mayor Green prompted the Town Manager to present information on the Illicit Discharge Detection and Elimination Ordinance. The Town Manager explained that the Maryland Department of the Environment is requiring the ordinance reference the town only and remove all notes with Washington County. This updated ordinance does that and is recommended for approval at the Regular Session.

Mayor Green outlined a concern to have two new employees the authority to write parking tickets on behalf of the town. This is due to our current writer being on vacation soon and no other town employees being authorized to fulfill these duties. Colton Hinton and Haven Huntsberry are being presented for authorization.

Mayor Green presented the next agenda item to inform the Town Manager of Councilmember's intentions to attend the Maryland Municipal League's Summer Conference.

Selena Wilkes, a local developer, presented information on progress of work being done. She announced an Open House on March 28<sup>th</sup> for Sweet Notes Bakery. She also provided updates on other properties and will bring forward information on the businesses going into the currently vacant buildings. She did ask the town provide future information regarding the Project Restore funding. The Town Manager will make contact as the town moves forward with the application.

Councilman Braswell brought forward a concern communicated to him by the Williamsport Food Bank on the lack of a laundromat. Councilman Braswell was provided with information of the potential for a Washington County operated laundromat to tear down and rebuild a facility on South Conococheague Street to place a laundromat. Applications still need to be submitted to the town and full sets of plans, but it looks promising the business will build on this site.

Mayor Green adjourned the meeting at 7:22pm.

Respectfully Tendered,

A handwritten signature in black ink, appearing to read 'Chad P. Rooney', written in a cursive style.

Chad P. Rooney  
Town Manager