

**Town of Williamsport
Mayor & Council Minutes
January 11, 2010**

A regular meeting of the Williamsport Mayor and Council was held on January 11, 2010, at 7:00 p.m. at the Williamsport Town Hall.

In attendance were:

Mayor James G. McCleaf II
Assistant Mayor Tony Drury
Council member Tearza Knode
Council member Joan Knode
Council member Timothy Fraker
Council member James Kalbfleisch
Council member Monty Jones
Town Attorney Edward Kuczynski

Also Present – Donnie Stotemyer, Town Clerk

Mayor James G. McCleaf II called the meeting to order.

Mayor James G. McCleaf II asked all in attendance to stand for a moment of silence followed by the Pledge of Allegiance.

A motion was made by Assistant Mayor Drury to accept the minutes of the December 14, 2009 Regular Meeting, seconded by Councilman Kalbfleisch, with all voting in favor, motion carried.

Financial Reports

A motion was made by Councilman Kalbfleisch, seconded by Councilwoman T. Knode to accept the December, 2009 Financial Report as given, with all voting in favor, motion carried.

Guests

Delegate Andrew Serafini addressed the Mayor and Council to thank them for the great job done on the WWII Weekend held in October 2009. He then informed the Mayor and Council on the upcoming Storm Water Meeting to be held this Friday January 15, 2010 at the MDE. He also discussed with the Mayor and Council the Maryland Department of Planning Commissions and Boards free training for planning and zoning members. He then discussed the Water & Sewer meeting held with the Mayor, Donnie Stotemyer and Julie Pipel, where discussion was held on what the State can do to assist with the Water & Sewer Project. He also stated that he would like to get the Conococheague Little League to Annapolis to be recognized by the State of Maryland Legislative Delegation. Mayor McCleaf inquired about the upcoming seminar to be held on January 26, 2010, which will be hosted by Senator Thomas Middleton. The topic of this seminar is the importance of parks in terms of environmental education, education, healthy life styles and community vitality.

Correspondence

Mayor James G. McCleaf II read a thank you card from the Humane Society of Washington County thanking the Town Employees for a great job assisting with preparation for this years Polar Bear Plunge. Councilman Fraker reported that there were more than 250 people came to watch the 218 people who plunged into the Potomac River and this year's plunge was the Humane Society's biggest yet.

Mayor James G. McCleaf II reminded the Council that the next Washington County Chapter meeting is scheduled for Monday January 25, 2010 and will be hosted by the Town of Boonsboro. It will be held at the Boonsboro American Legion located at 710 N. Main St. in Boonsboro. If interested in attending please give your name to the Town Clerk, Donnie Stotelmyer.

Reports

Jerry Knode reported that the Museum Board is meeting on Wednesday, January 10, 2010 at 7:00 p.m. to discuss the WWII Event scheduled for later in the year. Also being discussed is the Sunrise Service to be held at the Springfield Barn on Easter Sunday, he will keep the Mayor and Council posted on this.

Mayor James G. McCleaf II informed the Council that the Land Use Meeting is scheduled for January 18, 2010 at 6:00p.m at the Town Hall.

Town Attorney, Ed Kuczynski held discussion with the Mayor and Council on Washington County ARRA Funding Resolution that would need to be voted on.

Council Reports

Councilwoman Tearza Knode reported that the next scheduled Code Enforcement meeting is February 1, 2010 at 5:30 p.m. at the Town Hall of Williamsport.

Councilman Jones gave the December 2009 Sheriffs report. He also reported that the Town employees had a lot of snow over the past month to deal with but he thought they did a great job.

Mayor James McCleaf II reviewed with the Council the many sponsors that donated to the “Shop with a Cop” program.

Councilman Kalbfleisch – no report

Assistant Mayor Drury reported that at this time the Downtown Merchants had no Christmas events planned for the current year. He informed the Mayor and Council that he did follow-up with Mr. Mike Sparks in the Downtown Development Study and that a water main break had occurred at the Williamsport Elementary School but all is running smoothly.

Councilman Fraker reported that 2 bids had been received for the Baby Pool Project at the L. Beard Miller Pool. He also stated that an ad had been placed in the newspaper for employees for the L. Beard Miller Pool for the 2010 season.

Councilwoman J. Knode reported that 6 inquiries had been made concerning the use of the Springfield Barn for a wedding. The Barn Use Committee is planning to meet on January 19, 2010 at 10:00a.m. to review with the Washington County Permits and Inspections any problems with the Tennant House. There is a Barn Use Committee meeting scheduled for January 21, 2010 at 7:00p.m. at the Town Hall. She also reported that planning is also taking place for the 150 year anniversary Civil War Reenactment to be held at the Springfield Farm in the Byron Memorial Park and also at the River Bottom Park.

Mayors Report

Mayor James G. McCleaf II reported that snow removal costs were around \$12,000-\$13,000.00 so far.

He also reported that the Town of Williamsport’s water bill is expected to be higher due to the water main break at the Williamsport Elementary School.

Mayor James G. McCleaf II reported that he had met with Delegate Serafini concerning Williamsport's application for MDE Funding for FY2012. He also informed the Council that the Town of Williamsport's property tax assessments remain the same until 2012. A turnaround on property values is expected.

Mayor James G. McCleaf II reported that the Pump Station Project is moving forward and is expected to be put out for bids within the next 2 weeks with a spring construction planned. The estimated project cost should be under 1.5 million. The Town has not borrowed any money for the current sewer projects that have been completed in the Town of Williamsport.

Mayor James G. McCleaf II also reported that he will meet with Mr. Kevin Brandt of the National Park Service on Thursday, January 14, 2010 along with representatives from Senator Cardin and Senator Mikulski's Office to be held at the Town Hall at 2:00p.m. The purpose of this meeting is to retain funding for the C & O Canal Projects in the Town of Williamsport.

Unfinished Business

Mayor James G. McCleaf II reviewed with the Council the bid proposals that were submitted by Swimkare and The Pool People. These proposals would bring the baby pool in compliance with the Virginia Grahme Baker Act. Swimkare proposes to remove the existing main drains and install two (2) ASA 12 x 12 sump pots. They will also install (2) VGB compliant frame and grates. They will also get all necessary permits and applications associated with the project. They will also re-pour concrete to the existing grade. The total price is \$3,995.00. The Pool People propose to remove the existing main drain sumps and install (2) ASME approved manufactured sumps with (2) VGB 2008 approved covers rated for the maximum flow. Installation will include all supplies and plumbing necessary to facilitate the installation of new sumps. Total cost \$7,824.00. This item was tabled until further notice.

Mayor James G. McCleaf II reviewed with the Council the \$500,000.00 needed to be borrowed for the MDE I & I Project #2, Contract #3. He is anticipating the this project along with the I&I Project #4, Pump Station Rehab, would cost each taxpayer less than \$10.00 per month.

New Business

Town Attorney, Ed Kuczynski, reviewed with the Council that the Federal Government, through the State of Maryland, distributed funds to local governments for economic stimulus and job creation. The Board of County commissioners received an allocation of funds to be used for Capital Projects. These funds must be managed in accordance with all administrative, environmental, and engineering procedures required for use of Federal Funds. The Board of County Commissioners has agreed to distribute these funds using the codified formula for Highway User Revenue Distribution. The total allocation for the Town of Williamsport is \$25,658.00. A motion was made by Councilman Jones, seconded by Assistant Mayor Drury to adopt a resolution authorizing the Town of Williamsport to enter into a Memo of Understanding with Washington County Government ARRA Act of 2009 local county funds distribution to municipalities, with all voting in favor, motion carried.

Mayor James G. McCleaf II informed the Council that employees were requesting that the Towns 401K Savings Plan be amended to permit the Town Employees to remove funds from the savings plan. The Council held discussion on amending the 401K plan. A motion was made by Councilwoman T. Knode, seconded by Councilman Fraker, to amend the 401K plan allowing employees to remove funds from the savings plan, with all voting in favor, motion carried.

Mayor James G. McCleaf II informed the Council that the Girl Scout Council of the Nations Capital is requesting permission to host a community based camp at the Byron Memorial Park on June 21 – 25 2010 from 9:00a.m. – 3:00p.m. The Scout Council is requesting use of (2) pavilion and pool rental. A fee of \$500.00 has been budgeted for pavilion use and \$750.00 for pool use during the 3 day event. The Girl Scout Council understands that this is

less than the standard fee for pavilion and pool rental. A motion was made by Councilman Jones to accept the \$500.00 rental fee for use of the pavilions and \$750.00 for use of the pool for the 3 day event to be held by the Girl Scout Council of the Nations Capital at the Byron Memorial Park on June 21 – 25 2010, seconded by Councilman Fraker, with all voting in favor, motion carried.

Citizen Participation

Town resident, Ken Lafferty questioned the Mayor and Council on the monthly Sheriffs report submitted to the Mayor and Council. He feels that these reports should also include the number of hours the Sheriffs spend patrolling the Town of Williamsport. Councilman Jones responded that the Sheriffs Department needs to submit a monthly report. He also questioned the Mayor and Council concerning Frank Turner's Zoning Appeals decision on the proposed apartment in the rear of Mr. Turners building located on Conococheague St. Councilwoman T. Knode expressed her concerns, as the Chairperson for the Code Enforcement Committee for the Town, on having another store front apartment on the main street. Town Attorney, Ed Kuczynski explained that this would not be a store front apartment, as a barbershop is located there. The apartment would be located at the rear of the business. He then discussed with the Mayor and Council what they could do to strengthen the Zoning Ordinance as an effort to maintain the integrity of the buildings downtown and also with the parking concerns.

Town resident, Walter Williams questioned the Mayor and Council on the Town's electric bills and why the out of town electric customers are paying less. He questioned if electric bills would be cheaper if Allegheny Power took over the power lines in the Town. Mayor McCleaf explained that a purchase power would still be charged it's just that Allegheny Power incorporates it into their bill where the Town lists it as two separate charges. Mayor McCleaf explained that the purchase power is set up to purchase power without changing the tariff.

Mr. Bruce Logan requested that the Mayor and Council permit the Downtown Merchants to hold a Bike Night in the Town of Williamsport on July 17, 2010. A motion was made by Assistant Mayor Drury to hold a Bike Night on July 17, 2010 this being a Town sponsored event, seconded by Councilman Fraker, with all voting in favor, motion carried.

A motion to adjourn was made by Councilman Kalbfleisch, seconded by Councilwoman T. Knode, with all voting in favor, motion carried.

Meeting Adjourned.

Respectfully submitted,

Donnie Stotlemeyer
Town Clerk
Town of Williamsport