

**Town of Williamsport
Mayor & Council Minutes
September 14, 2009**

A regular meeting of the Williamsport Mayor and Council was held on September 14, 2009, at 7:00 p.m. at the Williamsport Town Hall.

In attendance were:

Mayor James G. McCleaf II
Assistant Mayor Tony Drury
Council member Joan Knode
Council member Tearza 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 Councilman Jones to accept the minutes of the August 10, 2009 Public Hearing, the minutes of the August 10, 2009 Regular Meeting and the minutes of the August 17, 2009 Public Hearing, seconded by Councilman Kalbfleisch, with all voting in favor, motion carried.

Financial Reports

A motion was made by Councilman Fraker, seconded by Assistant Mayor Drury to accept the August 2009 Financial Report as given, with all voting in favor motion carried.

Guests - NONE

Correspondence

Mayor McCleaf reminded the council that the next Washington County Municipal League Meeting will be held on Monday, September 28, 2009 at 6:45 p.m. hosted by the Town of Keedysville, MD. If anyone is interested in attending please contact Town Clerk, Donnie Stotemyer, with your reservation.

Mayor McCleaf read a letter from Rehoboth United Methodist Church thanking the Mayor and Council for granting permission for the Street Fair held on May 30, 2009. Rehoboth made contact with 43 families and 85 children from various schools throughout Washington County who needed assistance with school supplies, clothing and other necessities. Councilman Jones made a motion to allow Rehoboth United Methodist Church to hold a Street Fair on June 5, 2010, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Reports

Mr. Jerry Knode gave the History and Museum Report for the month. He informed the Mayor and Council that the Museum was getting ready for the WWII Weekend scheduled for October 10 & 11, 2009. He also reported that the local schools will be bringing students down on October 8 & 9 to interact with the re-enactors and to learn about the history during that period of time. A Historic Lantern Walk will be October 25, 2009 at 6:00p.m. The Williamsport Community Band will be playing at the WWII Weekend.

Town Attorney, Ed Kuczynski gave the Zoning Board of Appeals report. He reported that a request for a variance on N. Artizan St. was heard.

Councilwoman T. Knode reported to the Mayor and Council that a meeting was held with Code Enforcement Officer Jerry Hampton from the City of Hyattsville, MD. A date was set for October 5, 2009 for the next Committee Meeting at 5:30 p.m.

No Sheriffs report given.

Council Reports

Councilman Kalbfleisch reported that the Maryland Public Service Commission has set the rate for the RGGI credit for \$.60 for the months of September through November 2009 per residential account. From here on out the rate will be set quarterly. The informational message should be printed on the bill each time the rate changes. The RGGI Rate Credit is provided to residential customers on a dollar per customer basis to help offset costs of programs designed to reduce energy demand and promote clean energy.

The Council requested to have Downes and Associates look at the MEA Grant requirements to see if they agree that the Town could receive Funds from the MEA.

Assistant Mayor Drury reported that at the last monthly meeting it was decided that Trick or Treating would be held on Friday, October 30, 2009. The merchants in the downtown area will be open and many activities are planned. Assistant Mayor Drury will be speaking at the Williamsport Moose Club September 18, 2009.

Councilwoman T. Knode reported that she was currently working with Judy Lum on the upcoming Breast Cancer Awareness decorations. Pink ribbons will be placed on the parking meters in Town and also pink lights and luminaries will be placed in the Byron memorial Park. She also reported that she will be meeting with the Elementary Schools during November about planning winter activities in the Park. Councilwoman T. Knode also reported that she had talked with the Sheriffs Department concerning the truck noise through Town and the possibility of inspections on the trucks being done periodically to see if they meet the State standards.

Councilman Fraker reported that the L. Beard Miller Pool was closed for the year and thanked everyone on the Pool Committee for his or her help and support during the 2009 season.

Councilwoman J. Knode reported that the Town employees are doing a beautiful job on the beautification of the Springfield Barn. Each employee has their own talent and the barn is turning out great. Councilwoman J. Knode also reported that work is being done on rebuilding the hog pen at the Springfield Barn into a bathroom and work has also started on the back porch of the Library. The Boy Scout building will also be re-painted in the near future. MML Geo-Cache will clean up trash from the Riverview Cemetery to the C&O Canal. Councilwoman J. Knode also reported that she attended a meeting with the Civil War Heritage and Trail towns. Signs noting the participation of the Town of Williamsport in these programs will be placed along the Canal and these signs will be made by the Park Service. She also reported that she was also working on the upcoming WWII building.

Councilman Jones reported that the Town employees installed traffic stop markers at the intersection of S. Artizan and E Sunset.

Mayors Report

Mayor McCleaf reported that the Auditors would like to set a date to meet with the Mayor and Council concerning the current audit. He reported that the auditors were very pleased with the audit, they had a few recommendations but nothing major.

Mayor McCleaf reported that the bid opening for the MDE Sewer Project will need to be rescheduled to September 24, 2009 at 11:00 a.m., 1:30 p.m. & 3:00 p.m.

Mayor McCleaf reported that he had met with the Boys & Girls Club of Hagerstown to start an after school program at the Community Building. Money could be an issue; a part time program would cost approximately \$45,000.00 and a full time program approximately \$100,000.00. Mayor McCleaf informed the Council that the Town would be seeking sponsorship to help offset the cost.

Old Business

Mayor McCleaf reviewed with the Council the Loan Resolution RUS Bulletin 1780-27 from the USDA that was introduced at the August 10, 2009 Council Meeting. The Resolution will authorize the Town of Williamsport the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its sewer facility to serve an area lawfully within its jurisdiction. Whereas, it is necessary for the Town of Williamsport hereinafter called "Association" to raise a portion of the cost of such an undertaking by issuance of its bonds in the principal amount of \$3,633,000.00 pursuant to the provisions of laws of the State of Maryland. Assistant Mayor Drury made a motion to adopt USDA Loan Resolution RUS Bulletin 1780-27 as presented, seconded by Councilwoman T. Knode, with all voting in favor, motion carried.

Mayor McCleaf reviewed with the Council that the Town of Williamsport placed a bid for proposals from qualified individuals or firms for professional consulting and planning assistance for the creation of an economic strategic planning study. Qualified individuals or firms should have experience in economic business studies and should be familiar with the economic climate of Washington County Maryland. These interested individuals or firms should pickup bid packets from the Town of Williamsport located at 2 N. Conococheague St, Williamsport MD 21795 or contact Donnie Stotemyer, Town Clerk, at 301-223-7711. Sealed proposals are to be submitted to Donnie Stotemyer, Town Clerk, Town of Williamsport Economic Study Bid, on or before August 21, 2009 at 4:00p.m. Mayor McCleaf reported that only one bid was received from Inspired Communications. Inspired Communications bids was 400-500 man hours at a cost of \$50.00 per hour and that it would take approximately 4-6 months to complete the project for the Downtown Feasibility Study. A motion was made by Councilwoman J. Knode to award the project to Mr. Michael Sparks of Inspired Communication, seconded by Councilwoman T. Knode, with all voting in favor, motion carried.

Town Attorney, Ed Kuczynski held discussion, with the Mayor and Council, on the parcel of land proposed to be rezoned, which is located at the rear of the existing American Legion Facility and fronts 50' on S. Conococheague St. via a panhandle, which is about 550' long. Existing zoning is Suburban Residential (SR) and the proposed change is to Employment Center (EC). Mayor McCleaf also explained that a public Hearing was held on August 10, 2009 at 6:30 p.m. at the Town Hall of Williamsport at which public input was heard. A motion was made by Councilman Fraker to approve the proposed Zoning Map Amendment as presented, seconded by Councilman Jones, with all voting in favor, motion carried.

Mayor McCleaf also reported that he and the Council would be meeting with the American Legion on Monday, September 21, 2009 at 6:00p.m. at the Town Hall of Williamsport. Town Attorney, Ed Kuczynski's presence will also be requested.

Mayor McCleaf reviewed with the Council a bid proposal from the Pool People Inc., which is located at 5525 Wilkins Court, Rockville MD20852. Their proposal is work needed on the Baby Pool so that it will be in compliance with the Federal mandated Virginia Grahme Baker Act. Pool People Inc. is recommending that the existing main drain sumps be removed and replaced with 2 ASME approved manufactured sumps with approved

covers rated for the maximum flow. Once installation is approved by the State of Maryland Health Department the area will be backfilled concreted and plaster patched. No action was taken on this matter.

New Business

Mayor McCleaf explained to the Council that the Maryland Department of the Environment has offered the Town of Williamsport an American Recovery and Reinvestment (ARRA) Loan in the amount of 1,450,000.00 for the Inflow and Infiltration Reduction Project #2. This project will include replacement of 60 manholes and over 7000 feet of 8, 10 and 12-inch lines throughout the Town of Williamsport. The Stimulus interest rate is set at 0% and qualified for Disadvantaged Communities Rate (DAC). The term of the loan is 20 years or less. Thrasher Engineering has estimated this project at a cost of \$900,000.00. MDE has estimated a loan payment of \$45,000.00 once a year during the month of February. Discussion was held concerning the terms of the loan and how this loan would impact the residents of the Town of Williamsport. Town Attorney, Ed Kuczynski, explained the benefit of the I&I project for the Town of Williamsport. Mr. Kuczynski stated that the County has informed the Council that upgrades to the Town's Sewer System need to be done. Junior Brown stated to the Council that the County is going to continue raising sewer rates. Councilwoman J. Knode made a motion to accept the ARRA Loan amount for Project #2 at 0% interest a stimulus interest rate for Disadvantaged Communities, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Mayor McCleaf informed the Council that the Maryland Department of the Environment has offered an American Recovery and Reinvestment Act (ARRA) of 2009 a green grant in the amount of \$998,400.00 to the Town of Williamsport. The ARRA/Stimulus legislation requires funding for "shovel ready" projects. Projects that do open bids by September 30, 2009 and have their procurement packages to the MDE by October 30, 2009 and construction must start by December 31, 2009. A motion was made by Councilman Jones, to accept the MDE American Recovery and Reinvestment Act (ARRA) estimated ARRA Green Grant Amount of \$998,400 for the Town of Williamsport Water Infrastructure (Water meter portion), seconded by Councilwoman J. Knode, with all voting in favor, motion carried.

Mayor McCleaf held discussion concerning bidding on the mowing and snow removal services for the Town of Williamsport as a combined bid. The Mayor stated that this would be a creative way to budget on a per month basis for services rendered in the Town of Williamsport, using the same contractor for both it would be a good budget number. Town Attorney, Ed Kuczynski, held discussion on this matter. Council asked if we could do both – bid out separately and together. Bidding process will be put into motion, bid proposals will be bid out both together and separately.

Mayor McCleaf reviewed with the Council the City of Hagerstown's Vendor Application Form that is used for special events. He also passed out the City's Hold Harmless Agreement, Food Vending requirements and the Tent and Canopy requirements. The Mayor asked that the Council review these.

Mayor McCleaf reviewed with the Council a request from the Ministerium for assistance in paying for special markets insurance for the Harvest Hoedown, which will be held in the Byron Memorial Park on Saturday October 3, 2009. The activity dates for this coverage would be October 3 & 4, 2009. The limits of the coverage would be as follows:

\$2,000,000.00	General Aggregate Limit
\$1,000,000.00	Products/completed operation aggregate limit
\$1,000,000.00	Personal Advertising injury limit
\$1,000,000.00	each occurrence limit
\$ 300,000.00	fire damage (any one fire) limit
\$ 00.00	medical expense
\$ 00.00	deductible

Total premium \$262.50. A motion was made by Councilman Jones, to pay for the Insurance coverage for the Harvest Hoedown, seconded by Councilman Kalbfleisch, with all voting in favor, motion carried.

Mayor McCleaf reported that the Williamsport Days Committee will be at the Workshop scheduled for Monday, October 5, 2009 at 6:30 p.m. to talk to the Mayor and Council.

Mayor McCleaf informed the Council that the City of Hagerstown is raising the water rate by 4.4%. Mayor McCleaf recommended that the Council consider raising the Town of Williamsport's water rates by 5%. He informed the Council that a public hearing has been scheduled for October 12, 2009 at 6:45p.m.

Citizen Participation

Carolyn Spinney, town resident asked the Mayor & Council where it stands on its Zoning Ordinance and Code Enforcement. Councilwoman T. Knode informed Ms. Spinney that a meeting was scheduled for October 5, 2009. Town Attorney, Ed Kuczynski, informed Ms. Spinney that the current Zoning Ordinance being reviewed by the Land Use Committee. Ms Spinney was invited to attend the Committee Meeting. Her concern was the Old Red Barron Bldg. and she was assured that the Town is looking at ordinances that will invite a friendly environment for the Town Center.

Mr. Walter Williams of the Conococheague Little League thanked everyone for their support. He informed the Mayor and Council that this was the first time in 48 years that both 9&10 and 11&12 year olds won the State Title. He also was very grateful for the \$13,000.00 in donations that were received to defray the costs spent for the two State Tournaments and also the one in Bristol CT.

A motion to adjourn was made by Councilman Jones, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Meeting Adjourned.

Respectfully submitted,

Donnie Stotlemeyer
Town Clerk
Town of Williamsport