

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MINUTES
WORKSHOP
November 7, 2011**

A Workshop meeting of the Williamsport Mayor and Council was held on November 7, 2011, at the Williamsport Town Hall in Williamsport, MD at 6:30 p.m.

In attendance were:

Mayor James G. McCleaf II
Assistant Mayor Anthony Drury
Councilwoman Joan Knode
Councilman Bill Green
Councilman Tim Fraker
Councilman James Kalbfleisch
Councilwoman Maya Haines
Town Attorney Ed Kuczynski

Also attending Town Clerk Donnie Stotelmyer

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

Guests

Mayor McCleaf introduced Mike Nestor, Thrasher Engineering to update the Mayor and Council on the progress of the pump station project.

- 1) Meters
 - a. Apartment meters are all changed over (complete)
 - b. Red Roof Inn (equipment is being made, waiting on delivery)
- 2) Pump Station #1
 - a. Digester tank is dismantled and backfilled
 - b. New bypass pumping is running well (switched the main bypass pump)
 - c. Currently removing old pumps and piping
- 3) Pump Station #4
 - a. Ground water slow down
 - b. Pumping ground water down so concrete work may commence
 - c. Sump has been constructed
 - d. Concrete for walls will be poured Wednesday
 - e. Old pumps and piping has been dismantled
 - f. New pumps and piping will be coming after concrete is done
- 4) After #1 and #4 are finished, will move on to #'s 2 and 3.

Mayor McCleaf introduced Lee Ann Stotelmyer and Rick Martin representing the Williamsport Food Bank. Ms. Stotelmyer was present to seek permission from the Mayor and Council to host a fund raiser for the Williamsport Food Bank by offering horse drawn rides through Byron Memorial Park to view the Christmas decorations. Ms. Stotelmyer requested that the park to be blocked from vehicle traffic from 7:00 - 9:00 pm on Wednesday December 14, 2011. The scheduled rain date would be Wednesday December 21, 2011. Ms. Stotelmyer explained that a can good donation or monetary donation could be used for sleigh

ride. The Council was all in agreement to allow Ms. Stotemyer to host her fund raiser event in Byron Memorial Park.

Unfinished Business

Mayor James McCleaf reviewed with the Council the one bid received from Advantage Landscape of Hagerstown MD This bid award would be for the mowing and snow removal for the Town of Williamsport for fiscal year 2012. The difference in price between 2011 and 2012 is a \$100 increase per month. Mayor McCleaf stated this bid award would need to be voted on at the next scheduled Council meeting.

New Business

Mayor James McCleaf reviewed with the Council the proposed Town of Williamsport 2012 holiday schedule. This will need to be voted on at the next scheduled Council meeting.

Mayor McCleaf reminded everyone that the Town of Williamsport's Christmas Parade is scheduled for Friday, December 2, 2011 starting at 7:00 pm.

Mayor McCleaf reviewed with the Council about free parking downtown starting on December 11 - 26, 2011. Vehicles will have to be moved every two hours. The Council was all in agreement to allow free parking during the Christmas holiday season.

Mayor James McCleaf informed the Council that the Town of Williamsport has been awarded a \$35,000 grant from Community Parks and Playgrounds Fund regarding L. Beard Miller Swimming Pool Renovation Project. This grant will need to be voted on and accepted at the next scheduled Council meeting.

Mayor James McCleaf reviewed with the Council the Maryland Public Ethics Law that was enacted in 1979. This law requires local governments to have provisions substantially similar to state law addressing conflicts of interest and financial disclosure. This law requires local municipalities to have their ethics ordinances approved by the State Ethics Commission. In 1979, the Town of Williamsport received an exemption from the lobbying requirements. This exemption remains unchanged thus the new ethics law which requires compliance in 2011 does not require an ethics ordinance with lobbying regulations. Mayor McCleaf also stated that this draft must be approved by the State of Maryland General Counsel before the Mayor and Council can introduce and adopt this draft ordinance.

Mayor James McCleaf stated that the Humane Society of Washington County is seeking permission for its annual Polar Bear Plunge which is scheduled for New Year's Day at 12:00 noon.

Mayor James McCleaf informed the Council that the upcoming Council meeting scheduled for Monday, November 14, 2011 will be held at the Williamsport Volunteer Fire Hall with the Council meeting beginning at 6:30 pm followed by a public hearing scheduled at 7:00 pm to answer questions and concerns in regards to the Town's Retail Rate Filing with the MD Public Service Commission. David Downes, President of Downes & Associates will be present to answer any and all questions concerning the recent filing.

Mayor James McCleaf informed the Council that this year's employees Christmas Party will be held at the Williamsport Redmen on Friday, December 16, 2011 starting at 6:00 pm.

Councilwoman Maya Haines raised concerns over the stop sign that is located at the corner of Coneflower Road and Park Road. She stated that several residents at the Senior Citizens Complex have stated that a lot of vehicles as well as Town of Williamsport vehicles are not stopping at this stop sign. She also stated that this stop sign is giving the residents a false sense of safety. Mayor McCleaf stated that the local deputy will address these concerns.

Councilwoman Maya Haines also reviewed with the Mayor and Council concerns over vehicular traffic as well as pedestrian traffic going through Riverview Cemetery late at night. Mayor McCleaf informed Ms. Haines that the cemetery does close at dusk.

The Council moved into Executive Session.

Citizen Participation

Town resident Ken Lafferty informed the Mayor and Council that the swan that was located at the Cushwa Basin was shot with an arrow. The National Park Service is investigating this incident.

Town resident Chris Grimes questioned Asst. Mayor Tony Drury concerning a timeline of events pertaining to water and sewer projects for the Town of Williamsport. Asst. Mayor Drury informed Ms. Grimes that the timeline would be completed and forwarded to her.

Town resident Stephanie McGee raised concerns over how town employees know about her utility charges as well as any utility problems that may arise and how town residents know of these issues before she was informed. Town Attorney Ed Kuczynski informed Ms. McGee that water bills are public knowledge because these utility bills are a lien on the property. Ms. McGee requested the town employees be instructed on not divulging this information to town residents.

Councilman Tim Fraker made a motion to adjourn the meeting, seconded by Asst. Mayor Tony Drury with all voting in favor meeting adjourned.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk
Town of Williamsport