

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MEETING MINUTES
November 14, 2011**

A regular meeting of the Williamsport Mayor and Council was held on November 14, 2011, at the Williamsport Volunteer Fire Hall in Williamsport, MD at 6:30 p.m.

In attendance were:

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

Mayor James G. McCleaf II called the meeting to order. Mayor McCleaf asked all in attendance to stand for a moment of silence followed by the pledge of allegiance.

A motion was made by Councilman Bill Green to accept the minutes of the regular meeting held on October 10, 2011, Executive meeting minutes held November 7, 2011, workshop meeting minutes from November 7, 2011, seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Financial Report

No financial report presented due to Town Clerk Donnie Stotelmyer being on vacation.

Guests

Jimmy Black, Chairman of Town of Williamsport Cruizin Committee presented his year end financial report.

Correspondence

Mayor Jim McCleaf read a thank you note from the Washington County Fire Police thanking the Mayor and Council for their recent donation.

Mayor Jim McCleaf informed the Mayor and Council that they are cordially invited to attend the Grand Opening of the Williamsport Retirement Village's new rehabilitation wing scheduled for Thursday, December 8, 2011 at 1:00 pm.

Mayor James McCleaf read a thank you note from Harvest Hoedown Committee. As a result of everyone's efforts, over \$6000 was collected and over 3300 lbs of food for the food bank was collected.

Mayor James McCleaf reported that the next scheduled meeting of the Washington County Chapter of the Maryland Municipal League will be held on Monday, November 28, 2011 and will be hosted by the town of Clear Spring. The menu for the evening will consist of steamed shrimp, prime rib, scalloped potatoes, green beans and garden salad.

Reports:

Board of Elections Supervisor

No report

Board of Zoning and Appeals

No report.

History and Museum Board

Jerry Knode of the Museum and History Board reported on upcoming Charlie Brown Christmas at the Springfield Farm Barn scheduled for December 3, 4, 10 & 11, 2011 and the last Sunday of the month will be the last that the museum will be open during the winter months.

Planning Commission

Mayor James McCleaf reported on the following:

The Planning and Zoning Commission meets weekly on Wednesday at 10:00 a.m., unless no agenda present - if you are interested in serving on the Committee please let Town Clerk Donnie Stotelmyer know.

Land Use

No report

Legal Council

No report

Sheriff's Report

No report.

Council report

Councilman James Kalbfleisch had no report.

Councilwoman Joan Knode reported that she is working on the Charlie Brown Christmas at the Springfield Farm Barn and she attended the Veterans Day celebration at the Williamsport American Legion Post 202. She also reported the rotted wood around windows in Town Hall are being replaced and painted.

Asst. Mayor Tony Drury reported he attended an Eagle Scout presentation for Zachery Campbell, a senior at Williamsport High School on Saturday, November 12, 2011.

Mayor McCleaf reported that a pool committee meeting is scheduled for Wednesday, November 16, 2011 at 6:30 pm at Williamsport. He also reported that the pool motors will need replaced after this upcoming pool season.

Councilman Bill Green reported that the traffic lines were recently repainted in the Town of Williamsport and seasonal banners on the light poles for the downtown area have been ordered and should be installed for the upcoming holiday season.

Councilwoman Maya Haines reported that work continues on the boat ramp project for River Bottom Park. Town Clerk Donnie Stotelmyer is working on securing long-term land usage agreements with First Energy, State Highway Administration and the National Park Service. She also has been walking around checking on the parks making sure everything is ok and also receiving phone calls from town residents concerning these areas. She will be setting up meetings to discuss upcoming events that are going to be held in the park.

Mayor James McCleaf reported that on Friday, December 2, 2011 starting at 7:00 the annual Christmas parade will begin followed by the lighting of the Park. Rain date is Saturday or Sunday if necessary.

Mayor's Report

No Mayor's report.

Unfinished Business

Mayor James McCleaf reviewed with the Council the upcoming employee holiday schedule for 2012 Councilman Bill Green made a motion to accept the holiday schedule seconded by Asst. Mayor Tony Drury with all voting in favor motion carried.

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. Asst. Mayor Tony Drury made a motion to award Advantage Landscape the contract for mowing and snow removal seconded by Councilman Bill Green with all voting in favor motion carried

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. Councilwoman Maya Haines made a motion to accept the grant seconded by Councilwoman Joan Knode with all voting in favor motion carried

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. Councilwoman Joan Knode made a motion to allow permission for the annual Polar Bear Plunge seconded by Councilman Bill Green with all voting in favor motion carried

New Business

No new business

Citizen Participation

Town resident questioned the Mayor and Council about what the \$35,000 grant from the Community and Parks would be used for. Mayor McCleaf responded that the grant will be used to replaster the main swimming pool, bring the pool into ADA compliance and make necessary repairs on the baby pool.

Town resident George Groff questioned the Mayor and Council why it took so long to complete the overlay project on Vermont and Church Streets. Mayor McCleaf stated that all the water services running into each residential home was replaced with new copper tubing. Craig Paving was awarded the overlay project. There were delays in completing due to weather issues.

A motion was made by Councilman Tim Fraker to adjourn, seconded by Councilman Bill Green with all voting in favor, motion carried, meeting adjourned.

Respectfully submitted,

James G. McCleaf II
Mayor
Town of Williamsport