

**TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MEETING MINUTES
January 9, 2012**

A regular meeting of the Williamsport Mayor and Council was held on January 9, 2012, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

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

Also present Donnie Stotelmyer, Town Clerk

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 Councilwoman Maya Haines to accept the minutes of the regular meeting minutes held on December 12, 2011, seconded by Councilman Bill Green with all voting in favor motion carried.

Financial Report

A motion was made by Councilwoman Maya Haines to accept the Financial report as presented seconded by Asst. Mayor Tony Drury with all voting in favor motion carried.

Guests

Mayor James McCleaf introduced Mike Nestor of Thrasher Engineering. Mr. Nestor reported on the following.

RECENT WORK:

- PUMP STATION #1:** * Pumps were switched over but setup is not right. Bypass pumps are still in operation.
* Homa Representative was on-site on 01/05/12.
- PUMP STATION #2:** * Excavation on force main and influent.
- PUMP STATION #3:** * N/A
- PUMP STATION #4:** * Switched over on 01/05/12 - running great.

SCHEDULED WORK:

- PUMP STATION #1:** *
- PUMP STATION #2:** * Dismantle existing stations.
- PUMP STATION #3:** * Dismantle existing stations.
- PUMP STATION #4:** *
*

NOTES:

Minutes

- Snyder mentioned continuance of bypass pumping for Pump Station #1.
- Alton Gibbs questioned whether Snyder has to change oil in the rented pumps. Snyder answered "Yes".
- Kendra did not have Change Order #2. She was going to check with Chip.
- Muffin Monster at Pump Station #1 to be keyed into floor.
- Pump Station #4, could switch over from bypass in 1 ½ to 2 weeks.
- Pump Station #4, single phase ventilation fan doesn't work.
- Snyder is asking for Change Orders on new electrical work for changes in controls.
- Nema 1 disconnects are not waterproof.
- Effluent from headworks must be lowered 12".
- Electrical routing changes are required at Pump Station #4.
- Snyder wanted to know if the bubbler system is okay?

Mayor James McCleaf presented Washington County Deputy Carl Witmer a recognition plaque award given in recognition of your exemplary leadership, dedication and always going above and beyond to the betterment of our community, presented Monday, January 9, 2012 by Mayor and Council Town of Williamsport.

Correspondence

Mayor James McCleaf read a thank you note from Williamsport Food Bank for allowing them to collect donations for the Williamsport Food Bank during the month of December 2011 in Byron Memorial Park. They also wanted to thank the Mayor and Council for allowing them to hold their horse drawn wagon rides fundraiser.

Mayor James McCleaf read a thank you note from the Board of Directors of Senior Living Alternatives for the Turkey, Ham and other food items that you donated to Holly Place.

Mayor James McCleaf a thank you note from JoEllen Keeseman for all the wonderful Christmas lights in Byron Memorial Park.

Mayor James McCleaf reported on the Maryland Municipal League "If I were Mayor, I would" essay contest. The essay contest is open to all Maryland 4th grade students enrolled during the 2011-2012 school year. Eleven winners will be invited (one from each MML district) to participate in the contest awards ceremony. Each will also receive \$100. The original essays must be submitted to MML by 5:00 pm on March 30, 2012.

Mayor James McCleaf reported that the Washington County Municipal League will holds its next meeting on Monday, January 23, 2012 and will be hosted by the Town of Boonsboro and will be held at the Boonsboro American Legion located at 710 North Main Street Boonsboro MD. The social hour will begin at 6:00 pm followed by the evening meal at 6:45 pm. The menu for the evening will consist of cheese and vegetable platters, roast beef, chicken cordon bleu, mashed potatoes, green beans, succotash, rolls with butter, iced tea, coffee, and pie for dessert. The cost for this meal will be \$22 per person.

Mayor James McCleaf reported that the Washington County Commissioners are having an evening meeting with the Town of Williamsport on Tuesday, January 24, 2012 at 7:00 pm

Reports:

Board of Elections Supervisor

No report

Board of Zoning and Appeals

No report.

History and Museum Board

Councilwoman Joan Knode reported the museum will be closed for the winter.

Planning Commission

Permits Reviewed:

| | | | |
|----------|------------------------|------------------|--------------------|
| 2011-048 | 1 EW. Potomac Street | Access Building | Approved |
| 2011-049 | 22 N. Conococheague St | Code 32 Reviewed | Refer to Town Hall |
| 2011-50 | 135 N. Artizan St. | Building upgrade | Approved |

Business:

Outstanding Business:

Buffer Ordinance – pending from attorney
Demolition Ordinance – pending from attorney
Zoning Map - Awaiting final printing

New Business:

Scripting Abandonment Ordinance for Mayor and Council Review
Tour of Spirit Services facility

The Planning and Zoning Commission meets the 1st Wed of each month, with occasional work session each of the subsequent Wednesdays of the month.

Land Use

No report

Legal Council

No report

Sheriff's Report

Mayor James McCleaf gave the December Sheriff's report

Council report

Mayor James McCleaf gave the following pool report:

- Have been receiving good response on pool employee's returning for the 2012 pool season
- Swim Care Pool Company will be submitting contracts for pool repairs that are needed for this pool season. Project Open Space Grant will cover these repairs.
- The Next scheduled pool committee meeting is scheduled for Wednesday, January 18, 2012. starting at 7:00 P.M. Town Hall.

Councilman James Kalbfleisch reported the following:

- **Retail Rate Filing** – All public hearings were held in December 2011.
- MPSC Staff has agreed to increase their position on the calculation of the Town's revenue deficiency to include the rate case expenses through November 2011. As

a result, the Town's position and Staff's position are currently less than \$29k apart.

- Initial Briefs from all counsel are due Thursday, January 12, 2012.
 - Reply Briefs from all counsel are due Tuesday, January 24, 2012.
 - The Public Utility Law Judge hearing this case is scheduled to provide a Proposed Order by Friday, February 24, 2012.
 - Appeals regarding the Judge's ruling will be due by Friday, March 9, 2012.
 - If there are any appeals, the Final Order will be effective on Monday April 30, 2012.
- **Other Business**
 - The Town's electric department will also need to complete a tariff compliance filing with the Commission.
 - Development of a tariff compliance filing will not occur until after the retail rate filing is complete.
 - In the tariff compliance filing, the electric department's rules and regulations will be reviewed and updated to include net metering provisions and other miscellaneous revisions.

Councilwoman Joan Knode reported on the Charlie Brown Christmas. Next year's event they will add another weekend The Barn will open at 12:00 noon until 8:00 pm. She also reported on the 360 Virtual Tour of the Charlie Brown Christmas is available on the Williamsport website. She is working with the Springfield Middle School on a history program. She attended a workshop, part of the Civil War Heritage, on grant writing. She also recently attended a Canal town meeting.

Asst. Mayor Tony Drury thanked town employee Junior Brown and town employees for Christmas decorating in Byron Memorial Park. He reported that he helped several evenings with collections in the park and it was a fun time and a great event for the town.

Councilman Bill Green reported that the traffic lines were recently repainted in the Town of Williamsport and the parking lines have been completed for the entire town. He also reported that there is an issue with curbing on West Potomac Street that will need to be addressed.

Councilwoman Maya Haines reported that she attended the Polar Bear Plunge at River Bottom Park on January 1, 2012. She stated that it was really fun and really nice. The event was well attended. She had some suggestions for Ben Cross Events Coordinator of the Polar Bear Plunge for the Washington County Humane Society. She also reported that this coming year she will take a much more active role in the parks in the town of Williamsport and asked if anyone had any ideas, suggestions or complaints to see her.

Mayor's Report

Mayor James McCleaf wanted to recognize town employee Eddie French for his participation in the collections in Byron Memorial Park and for playing Santa Claus. A big thank you from the Mayor and Council.

Unfinished Business

Town Attorney Ed Kuczynski reviewed with the Mayor and Council the recommended amendments to the Town of Williamsport truck traffic ordinance.

**RESOLUTION TO REVOKE, AMEND AND REENACT CHAPTER 33-C,
"ORDINANCE REGULATING VEHICULAR WEIGHT"**

WHEREAS, the Town of Williamsport currently has in effect a comprehensive Ordinance for the protection and preservation of its streets and ways by prohibiting heavy truck usage and utilization of Conococheague Street from its intersection with Potomac Street southward to the Town limits;

WHEREAS, the Mayor and Council have determined that it is in the best interest of the citizenry of the Town of Williamsport to amend certain provisions of said Ordinance relating to Section Three - Penalties/Remedies;

WHEREAS, the Mayor and Council deem it to be in the best interest of the citizenry of the Town of Williamsport to repeal the existing Chapter 33-C, "Ordinance Regulating Vehicular Weight" and to amend, approve, adopt and re-enact said Chapter 33-C, "Amended Ordinance Regulating Vehicular Weight", as attached to this resolution as Exhibit "A" and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED, ENACTED AND ORDAINED that CHAPTER 33-C, "ORDINANCE REGULATING VEHICULAR WEIGHT" be and the same is hereby repealed in its entirety; and be it further

RESOLVED, ENACTED AND ORDAINED that Chapter 33-C, "AMENDED ORDINANCE REGULATING VEHICULAR WEIGHT", which is attached hereto as Exhibit "A" and incorporated herein by reference be approved and enacted; and be it further

RESOLVED, ENACTED AND ORDAINED that the Mayor is hereby is authorized to execute this Resolution and any other documents necessary to effectuate the purposes of the enacted Ordinance.

RESOLVED, ENACTED AND ORDAINED that the Mayor is hereby is authorized to execute this Resolution and any other documents necessary to effectuate the purposes of the enacted Ordinance.

Councilman James Kalbfleish made a motion to adopt the recommended changes to the Town of Williamsport Truck Traffic Ordinance as presented and be enacted as an emergency ordinance seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Mayor James McCleaf reviewed with the Council that Joseph Jefferson, Team Director of 2012 Tour of Washington County Stage Race is seeking financial support for this years event. The race will take place in Williamsport, MD on Sunday, June 17, 2012. Mayor and Council held discussion on Mr.

Jefferson's request. Several Council members requested that Mr. Jefferson disclose his revenue that has been generated for this year's coming event. No action was taken.

New Business

Mayor James McCleaf informed the Council that Rehoboth United Methodist Church is seeking permission to hold a public worship service in Byron Memorial Park on Mother's Day Sunday, May 13, 2012. Discussion was held concerning this event no further action was taken.

Mayor James McCleaf reviewed with the Council that Rehoboth United Methodist Church is seeking permission to hold it's annual street fair on Saturday, June 2, 2012. Councilman Bill Green made a motion to permit Rehoboth United Methodist Church to hold their annual street fair scheduled for Saturday, June 2, 2012 seconded by Councilwoman Joan Knode with all voting in favor Asst Mayor Anthony Drury abstaining from the vote, motion carried.

Mayor James McCleaf recommended to the Council that he would like to appoint Andrew Albertson as a parking meter attendant for the Town of Williamsport. Councilwoman Maya Haines made a motion to appoint Andrew Albertson as a parking meter attendant for the Town of Williamsport seconded by Councilman Bill Green with all voting in favor motion carried.

Citizen Participation

Town resident Walter Williams questioned the Mayor and Council concerning political or religious rallies being held in Byron Memorial Park. Mr. Williams stated that past administrations did not permit these types of activities to occur in the park. Town Attorney Ed Kuczynski stated he was unaware of any restrictions that prohibited these types of activities to be held in Byron Memorial Park. Mr. Kuczynski also stated that there was nothing in the deed for the park that stated any type of limitations such as this in the park.

Town resident Ken Lafferty informed the Mayor and Council concerning five young youth that have been hanging out the outside of the Williamsport Post Office. He requested that we pass this information onto the town's resident deputy. He also reminded the Mayor and Council that town residents when walking their dogs are not cleaning up after them. Mr. Lafferty requested that if a reminder could be placed in the Town's newsletter.

Town resident Junior Brown wanted to thank several youth for assisting him with the collections in Byron Memorial Park over the Christmas holiday. Mr. Brown also informed the Council that the Boys and Girls Club of Williamsport and the Williamsport Food Bank also helped with collections.

Town resident Chris Grimes questioned the Mayor and Council concerning the hiring of parking meter attendant Andrew Albertson. She asked if this position was advertised. Mayor McCleaf stated Mr. Albertson came highly recommended and he was involved with the Conococheague Little League and the Williamsport Tiger Scouts. Ms. Grimes also questioned concerning budget items that have been over spent in the electrical department primarily legal fees and consulting fees. Town Attorney Ed Kuczynski informed Ms. Grimes that the people that perform these

duties are experts in these fields and the cost per hour to utilize their services is high. Mr. Kucysnski stated the Town currently has filings for a retail rate filing and redoing the Town's tariff with the MD Public Service Commission.

Mr. Dalton Blundell, a student at Springfield Middle School, informed the Mayor and Council that he was nominated by the faculty of the Springfield Middle School to attend the National Youth Leaders State Conference for the National Capital Region. The cost to attend this event is \$1500 for four days of leadership training. The event is scheduled for February 22-26, 2012. The Council was all in agreement to donate \$200 toward Mr. Blundell's tuition expense.

A motion was made by Councilwoman Maya Haines to move into Executive Session, seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk
Town of Williamsport