

**TOWN OF WILLIAMSPORT**  
**MAYOR AND COUNCIL MEETING MINUTES**

**May 9, 2011**

A regular meeting of the Williamsport Mayor and Council was held on May 9, 2011, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II

Assistant Mayor Anthony Drury

Councilwoman Joan Knode

Councilman Jim Kalbfleisch

Councilwoman Maya Haines

Councilman Bill Green

Councilman Tim Fraker

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 Assistant Mayor, Anthony Drury to accept the minutes of the regular meeting held April 11, 2011 the Public Hearing minutes from May 2, 2011, the minutes of the Workshop Meeting on May 2, 2011. It was seconded by Councilman Timothy Fraker with all voting in favor, motion carried.

### **Financial Report**

Town Clerk, Donnie Stotelmyer presented the financial report. Assistant Mayor Anthony Drury made a motion to accept the financial report as presented, seconded by Councilman Timothy Fraker, with all voting in favor, motion carried.

### **Guests**

Mayor James G. McCleaf II introduced Jimmy Black the chairman of the Town of Williamsport's Friday night Cruise-Ins presented to the mayor and council \$410 that was raised for Kristy Danfelt.

Mr. Black wanted to thank the Desert Rose Café and The Williamsport Creamery for their donations towards the fundraiser. He also thanked Councilwoman Maya Haines for providing music during the cruise-in.

Councilman Tim Fraker reported that over \$6000 has been collected for Kristy Danfelt for the recent yard sale and other donations.

### **Correspondence**

Mayor James G. McCleaf II informed the council that the Town of Smithsburg is hosting the next Washington County Municipal League meeting scheduled for Monday May 23, 2011. The meeting will be held at the Smithsburg Fire Hall located at 22 N. Main St. in Smithsburg. The social hour will begin at 6:00 pm followed by the evening meal at 6:45 pm. The menu consists of turkey, baked country ham, scalloped potatoes, creamed lettuce, green beans, corn, rolls, dessert, iced tea and coffee. The cost for this meal is \$20.

Mayor James G. McCleaf II reviewed with the council that the MML in conjunction with the City of Cumberland invites you to attend the Allegany, Garrett and Washington County orientation for municipal officials. It is scheduled for Wednesday, May 18, 2011 at 57 N. Liberty St., Cumberland, Maryland. The program starts at 7:00 pm and the Academy Elective starts at 7:30 pm.

### **Reports:**

#### **Board of Elections Supervisor**

No report

#### **Board of Zoning and Appeals**

No report

#### **History and Museum Board**

Mr. Jerry Knode of the Museum and History Board reported that the museum would be part of the Museum Ramble event, the museum is also open every Sunday from 1-4. On Tuesday May 17, 2011 there is a Civil War meeting; both of these events are good events.

### **Planning Commission**

No report

### **Land Use**

No report

### **Legal Council**

No report

### **Sheriff's Report**

Mayor James G. McCleaf II gave the Sheriff's report for April 2011.

### **Council Reports**

~Councilman Tim Fraker reported on the following:

- Pool is being prepared to be opened
  
- Letters have been sent to pool employees informing them of the pool staff meeting scheduled for Wednesday May 18, 2011 at 6 p.m. at the barn
  
- Health Department inspection of the concession stand has been scheduled
  
- Swim lesson sign up is scheduled for Saturday May 21, 2011 at Pavilion #1 from 9 am until noon the cost is \$50 per session
  
- Pool opens Saturday May 28, 2011

~Councilman James Kalbfleisch reported:

The RGGI credit to residential customers from the March to April billing is .38 per account.

The town received a check from First Energy as part of the merger settlement with Allegheny Power and the town received \$3,587.68.

~Assistant Mayor Anthony Drury reported that if the residents in Williamsport want to start a neighborhood watch program he would be willing to help them get that started and if you are interested please contact him.

Councilwoman Joan Knode reported that she attended a tree planting in memory of deceased employee, Bill Shank on April 29, 2011. She also attended the yard sale to benefit town resident, Kristy Danfelt. She attended a Canal town meeting, a World War II and BarnFest meetings. She reported that Clear Spring High School held their prom at the barn as well as two weddings to date.

Councilman Bill Green reported that parking meters have been placed at the Witmer residence on Conococheague St. per their request. He also reported that he and Donnie Stotemyer went to Rehoboth UMC to inspect the handicap ramp. He is seeking permission to move the bike racks that were in front of Desert Rose at her old location to her new location on the corner.

Councilman Tim Fraker made a motion to move the bike racks, seconded by Councilwoman Joan Knode with all voting in favor, motion carried.

Councilwoman Maya Haines reported that she will be scheduling a meeting with Donnie Stotemyer to get updates on the boat ramp and recreational trail in the park. She commented that she has been contacted by residents concerning other residents parking on the red curbs. She questioned what action should be taking and discussion was held concerning that matter.

### **Mayor's Report**

Mayor James G. McCleaf II reported that the fiscal budget for 2012 will be available and he will email it to everyone when it is completed. He also reported that he will have copies available at town hall to public as of Monday the 16<sup>th</sup>. The mayor stated he is looking into better health insurance benefits for the employees as well as a 40 hour work week has been budgeted for town employees.

He also reminded the council that Public Hearing has been scheduled on June 6, 2011 at 6:30 for the fiscal 2012 budget.

He attended the tree memorial planting for past employee Bill Shank and he stated that it was a very nice event.

### **Unfinished Business**

Mayor James G. McCleaf II informed the council that only one (1) bid was received by the town for the ADA improvements to Town Hall. This includes expansion of an ADA landing, installation of the ADA automatic door, mirrors, water fountain and an incline lift. Mayor McCleaf explained that this project is being funded by CDBG. Councilman Tim Fraker made a motion to award the ADA improvement project to A. V. Rauth & Sons, Inc. 12140 Hopewell Rd, Hagerstown, MD 21740 at a total cost of \$36,975. The cost of this project does not include permit costs or any plan design if needed. Davis Bacon wage guidelines based on General Decision No. MD20100003 dated March 12, 2010. Seconded by Councilman James Kalbfleisch, with all voting in favor, motion carried.

Mayor James G. McCleaf II reviewed with the council the proposed 4% sewer rate increase. Mayor McCleaf explained that this increase is being passed on to the Town of Williamsport by the Board of County Commissioners of Washington County. The rate structure with the increase is as follows:

City Sewer - \$7.39 per 1,000 gallons of water used

City Water/Sewer - \$7.39 per 1,000 gallons for sewer (based on water usage)

County Sewer - \$11.72 per 1,000 gallons for sewer (based on water usage)

Minimum: 6,000 gallons

\$44.37 for 3 months, \$14.79 per month (sewer in town)

\$70.32 (sewer out of town)

Councilwoman Joan Knode made a motion to introduce the 4% sewer increase as presented, seconded by Assistant Mayor Anthony Drury with all voting in favor, motion carried.

### **New Business**

Mayor James G. McCleaf II reported that the town has been informed by the Washington County Commissioners that they have recommended the town for the Appalachian Regional

Commission Grant to construct a visitor's center at the old town garage location; it is a matching grant of \$275,000.

The town has been approved for another matching grant of \$20,000 from the Appalachian Regional Commission for downtown improvements.

Assistant Mayor Anthony Drury asked if the town employees could go to Moose Alley to adjust the mirror that is in place there since the wind has moved it.

### **Citizen Participation**

Town resident Walter Williams questioned the mayor and council concerning the weight limits on the handicap chair lift that is to be installed with the ADA improvements. Town Clerk, Donnie Stotelmyer informed Mr. Williams that the weight capacity is 450 lbs.

Mr. Williams stated that there is a gentleman in town who with his chair would exceed that limit. The mayor stated that if this gentleman would plan to attend they would move the meeting to a different location if necessary.

He raised concerns over buildings being demolished in town. Mayor McCleaf informed Mr. Williams that he would be contacting the MML to see what ordinances other towns of similar size are using concerning building demolition.

He also questioned the mayor about the town street sweeper being used in Smithsburg and he wanted to know if there was any compensation for its use.

Mayor McCleaf stated that no, we don't receive any compensation that we are being a good neighbor. When the Town of Boonsboro had a major fire we sent staff to assist them. And when the Town of Sharpsburg had a major wind storm we again sent staff to assist them with cutting up all the trees they had to deal with.

Ken Lafferty, town resident informed the mayor and council that letters would need to be sent to property owners at 44-46 W. Salisbury, the grass needs mowed. He wanted to remind the mayor

that the alleyway behind town hall still needs to be repaired. We need to contact St. Augustine' Church to remind them that the sewer lines need to be capped at the houses that were torn down.

Town Resident, Mrs. Stinger raised concerns to the mayor and council about the location of the basketball hoop that there is garbage lying around it and there is a mound of dirt that needs to be removed. The mayor said they would look into this.

Town resident, Clint Rawlings was there representing Better Shredder. They would like to be involved in the next town event and provide shredding services to the town residents which would aid in recycling.

He is also the Grand Governor of the Moose Lodge in Williamsport, he was questioning if the Moose could lease the Moose alleyway. Town Attorney, Ed Kuczynski stated that this is not possible.

Town resident, Jimmy Black questioned the mayor and council about the cost of contracting out the street sweeper services instead of maintaining our street sweeper with maintenance and insurance. Mayor McCleaf stated that it would be less expensive and that we would be looking into contracting out the service.

Before the meeting ended Councilman Tim Fraker made a motion to move into an Executive Session which was seconded by Councilwoman Joan Knode. James Kalbfleisch voted 'yes', Assistant Mayor Anthony Drury voted 'no', Councilman Bill Green voted 'no', Councilwoman Maya Haines voted 'no'. Mayor James G. McCleaf cast the tie breaking vote of 'yes' to move into Executive Session.

The mayor and council moved into the Executive Session conducted their business and then moved from Executive Session back into the Regular Meeting.

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,

Donnie Stotelmyer

Town Clerk

Town of Williamsport