

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, June 17, 2021 at the Warren County Learning Center with the following officers present – Randy Wurtsbaugh, Council President and Council Members Jim Lanham and Paul Coffman. Also present were Mike Hutchison, Clerk-Treasurer and Town Attorney, Ingrid Barce, Amy Cushman, Mark Hutson, Kevin Strickler, Vickie Strickler, Michele Stucky, Miles Stucky, Jerry Lucas, Keith Day, Gene Snoeberger, and Stephanie Campbell.

Randy Wurtsbaugh called the meeting to order at 6:00 p.m.

Jim Lanham made a motion to accept the minutes of the May 6th meeting. Paul Coffman seconded the motion. Voted and passed.

Vickie Strickler requested approval from the Council to add an additional lifeguard during swim time at Park Program. The additional guard would bring the total to three during Park Program.

Paul Coffman made a motion to add a third lifeguard at the pool during park program. Randy Wurtsbaugh seconded the motion. Voted and passed.

Vickie Strickler requested that the Council consider implementing a reservation process for the pavilion at the Williamsport Park. Vickie suggested a small fee should be charged as a deposit.

Paul Coffman made a motion to begin a reservation process for the pavilion, which would include a fee to reserve the spot. Randy Wurtsbaugh seconded the motion. Voted and passed.

Ingrid Barce suggested the Town also consider having a contract signed by each party renting the pavilion.

Vickie Strickler discussed putting lights around the North ball field at the Williamsport Park. Warren County Commissioners and The Warren County Community Foundation have each agreed to donate \$4,000.00. The Williamsport Ball Program has committed to paying \$4,000.00 for the project and the Park Board has agreed to provide \$8,000.00 for the project, as long as the Council approves it. Vickie provided the Council with a bid for the total project cost that came in around \$23,000.00, which includes the cost of lights at \$10,880.00, the cost of poles at \$7,600.00, and the cost of electrical material and electrical work at \$5,000.00-\$6,000.00. Vickie requested that the Town purchase the poles needed for the project and the Ball Program will pay for the poles with the money that has been raised for the project.

Randy Wurtsbaugh made a motion to approve the purchase of the poles needed for the North ball field. Paul Coffman seconded the motion. Voted and passed.

Paul Coffman asked Mike Hutchison to verify and report back at the July meeting with the Park Boards available funds in order to determine if the Park Board has the funds available to provide \$8,000.00 for the Ball Programs light project.

Jerry Lucas stated he would like the Town to put a port-a-potty at the boat dock due to people coming onto his property and defecating.

Jerry Lucas asked the Council for an update on the clean-up of the property 401 Market Street. Jerry Lucas stated the property is not maintained and there is weed and plant growth, as well as trash and debris everywhere. Neighbor, Keith Day, also attested to the fact that there are bug and vermin problems at the property, as well as terrible odor from dog waste that is not cleaned up.

The Council advised Jerry Lucas and Keith Day there is a legal process that is being followed to have 401 Market Street cleaned up. The Town Attorneys will be sending a letter to the Wheeler's advising them of their follow-up UBO Hearing on July 15th.

Kevin Strickler will look into the cost of a port-a-potty for the boat dock.

Miles Stucky provided the Council with an updated quote from Leslie Coatings which now includes the cost of new nets.

Randy Wurtsbaugh made a motion to approve the updated quote from Leslie Coatings for resurfacing the tennis courts at the park, as well as new nets, in the amount of \$11,950.00 Jim Lanham seconded the motion. Voted and passed.

Miles Stucky provided the Council with quotes for new basketball goals at the Williamsport Park, but said they will be holding off for approval on any part of this project right now, pending verification on what is in the Park Boards fund.

Michele Stucky discussed invasive plant growth within Falls Branch Park and requested approval from the Council to treat and remove them. The Community Foundation will be paying for the cost of this.

Paul Coffman made a motion to approve the treatment and removal of invasive plant species at the Falls Branch Park by the Warren County Community Foundation. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce stated she will provide an update to Michele Stucky on “hold harmless” documentation at the July meeting.

Kevin Strickler discussed a quote received for stump grinding in the amount of \$1,600.00 for up to twelve stumps.

Randy Wurtsbaugh made a motion to approve the quote for grinding out stumps. Paul Coffman seconded the motion. Voted and passed.

Kevin Strickler provided the Council with a Services Letter Agreement for the calculation of Williamsport’s tracking factor from IMPA that was discussed at last meeting and requires a signature from the Council president. Randy Wurtsbaugh signed the agreement.

Kevin Strickler provided the Council with HWC’s agreement for engineering services for the Community Crossings Matching Grant. HWC will bill the Town monthly for the work that they do. Kevin requested this be approved tonight in order to meet the July deadline for the grant.

Kevin Strickler discussed the Town’s ADA Transition Plan. Ingrid Barce will provide Kevin a copy of the Town’s ADA Transition Plan, as well as a copy of Williamsport’s Title VI. Kevin Strickler stated that curb and sidewalk compliance are of high importance and will need to be looked into closely.

Ingrid Barce stated that INDOT now requires Town’s to designate an authorized signatory for all documents sent by them which require a signature, and that the Council will need to pass an ordinance for this.

Randy Wurtsbaugh signed HWC’s agreement for engineering services for the Community Crossings Matching Grant.

Kevin Strickler discussed the SWIF Matching Grant and asked if the Council would be interested in having HWC pursue this for the Town. The SWIF matching grant would assist the Town with work needed on the Town’s water system and infrastructure.

Kevin Strickler and Paul Coffman discussed the commercial leasing program through Enterprise. Paul will look into having a representative from Enterprise conference call into the July meeting.

Mark Hutson stated he needs a new UV Bank for the sewer plant. The cost is \$3,970.03.

Paul Coffman made a motion to purchase a new UV Bank. Jim Lanham seconded the motion. Voted and passed.

Gene Snoeberger discussed speeding concerns on Grant Street. Randy Wurtsbaugh requested that the speed sign be placed on Oakwood Drive if the county would be ok with it. Gene Snoeberger will check into this.

Ingrid Barce discussed the property at 31 Ross Avenue and stated a letter was sent from a law firm representing Katmandu, LLC, requesting an additional thirty days to remove the structure the Town has deemed unsafe.

Paul Coffman made a motion to extend the order for Katmandu, LLC, an additional thirty days. Randy Wurtsbaugh seconded the motion. Voted and passed.

Ingrid Barce provided the Council with an update on open UBO for 36 Ash Cove.

Randy Wurtsbaugh made a motion to reset the UBO hearing for 36 Ash Cove until July. Paul Coffman seconded the motion. Voted and passed.

Ingrid Barce stated the UBO for the property at 506 N Monroe Street was never released and requested the Council make a motion to release the order.

Randy Wurtsbaugh made a motion to release the UBO for 506 N Monroe Street. Jim Lanham seconded the motion. Voted and passed.

Stephanie Campbell discussed a property maintenance letter she received from the Town concerning her property at 213 Graham Street and requested the Town allow her more time to get her property cleaned up.

Paul Coffman made a motion to allow thirty more days to clean up the property at 213 Graham Street. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce discussed another property maintenance letter sent to the occupant of 702 S Warren Street and requested permission to send a letter recognizing that they have cleaned up the property and to please maintain it as such. The Council agreed.

Ingrid Barce provided the Council with an updated ordinance on the Town's utility connection and disconnection policy and requested the Council review it for further discussion at the July meeting.

Ingrid Barce provided the Council with a CF1 from MAC Prop LLC, for tax abatement.

Paul Coffman made a motion that Accuburn is in substantial compliance for tax abatement. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce presented the Council with an ordinance allowing sewer only adjustments. Paul Coffman stated the Council and Clerk-Treasurer names on the ordinance presented were incorrect. Ingrid Barce advised she will correct this, but the Council is ok to pass it as amended.

Randy Wurtsbaugh made a motion to approve Ordinance 2021-0617, allowing sewer adjustments, as amended. Paul Coffman seconded the motion. Voted and passed.

Ingrid Barce advised on Indiana's Code that would allow Williamsport to lower the speed limit on certain streets to 25 mph without having to do a formal traffic study. If the Town wished to lower the speed limit below 25 mph, a formal traffic study would need to be done and the cost would be around \$35,000.00. The Council agreed that lowering the speed limit to 25 mph would be sufficient. Ingrid Barce advised the Council to put together a list of the street designations for the reduced speed; once she has this, an ordinance will need to be passed reducing the speed limit on the designated streets and a notice will need to be ran advising Town residents of the reduced speed.

Randy Wurtsbaugh requested a notice be sent to the owners of 701 N Monroe concerning the condition of an outbuilding on the property. Ingrid Barce will discuss this with John Kuiper and will send a UBO notice to the owner to repair the outbuilding.

Randy Wurtsbaugh discussed a petition received from Town resident, Joseph DiBenedetto, requesting better signage alerting of a bus stop and school zone at the Williamsport Day School.

Paul Coffman made a motion to approve signage at the Williamsport Day School. Jim Lanham seconded the motion. Voted and passed.

Randy Wurtsbaugh stated four new replacement Christmas decorations have been purchased for downtown Williamsport.

Jim Lanham made a motion to approve the purchase of the Christmas decorations. Paul Coffman seconded the motion. Voted and passed.

Paul Coffman discussed the Town-Wide Cleanup in September and options for workers. Paul stated that Wade Armes has approached him with the idea that some of the Williamsport Volunteer Fire Fighters may be able to volunteer to work the cleanup, or the other option would be to have Town employees work and be paid overtime.

Jim Lanham discussed hiring a part-time Town employee to work on economic development specifically and only for the Town of Williamsport. Jim stated that Ben Dispennett will be at the July meeting to discuss this further.

Jim Lanham asked if the Town is going to switch to direct deposit for Town employees. Mike Hutchison stated the Town will be switching to direct deposit later this year. Jim Lanham asked about switching salaried employees pay schedules. Mike Hutchison stated he will look into this.

Jim Lanham discussed the possibility of adding sidewalks up North Monroe Street.

Amy Cushman presented the Council with water and sewer adjustments.

Randy Wurtsbaugh made a motion to approve the three adjustments as presented. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce discussed a request she had received from a fiber-optic company to begin negotiations on pole rent this summer. The company was advised to send a representative to a meeting and no further communication was received after that.

Randy Wurtsbaugh made a motion to adjourn the meeting. Paul Coffman seconded the motion. Voted and passed.

With no further business to come before the Council the meeting was adjourned.

ATTEST _____, _____,
President
_____,
Member
_____,
Member