

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, July 15, 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, Kevin Strickler, Michele Stucky, Miles Stucky, Gene Snoeberger, Jan Wurtsbaugh, Ben Dispennett, Wade Armes, Tim Purcell, Aaron Brooks, Kathy Fultz, William Wheeler, Ashley Wheeler, Dave Banta, and Sam Shelton.

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

Randy Wurtsbaugh made a motion to accept the minutes of the June 17th meeting. Paul Coffman seconded the motion. Voted and passed.

Kathy Fultz discussed a drainage problem on her property and asked if there was anything the Town could do to help with the problem.

Kevin Strickler will look into the problem and determine if there is anything the Town can do to help with drainage in the area.

Ingrid Barce opened the UBO Hearing portion of the meeting.

Ingrid Barce asked Kathy Fultz for an update on the removal of her garage.

Kathy Fultz stated the garage is down and there is some debris remaining from the demolition that still needs removed.

Randy Wurtsbaugh made a motion to modify the UBO order for 36 Ash Cove to allow an additional thirty days to remove the remaining debris. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce asked William and Ashley Wheeler for an update on their property at 401 Market Street.

William Wheeler stated they have taken the pool down and they are cleaning up the brush and weeds, however, the amount of rain is making it difficult to burn at this time.

Randy Wurtsbaugh made a motion to modify the current UBO order for 401 Market Street and allow an additional thirty days to clean up the property. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce discussed the open UBO for 31 Ross Avenue, owned by Katmandu, LLC. The owners of the property were ordered to remove the home and clean up the property. The owner of the property spoke to John Kuiper and advised him that the home would be torn down by the end of July.

Jim Lanham stated that work has been done to remove obstacles to the property and that he has spoken with workers that will be demolishing the house.

Jim Lanham made a motion to modify the UBO order for 31 Ross Avenue to allow an additional thirty days to remove the home and clean up the property. Randy Wurtsbaugh seconded the motion. Voted and passed.

Ingrid Barce closed the UBO Hearing.

Randy Wurtsbaugh discussed concerns with the progress being made at 14 E Monroe Street and 325 E Monroe Street. Ingrid Barce will send letters to restart the UBO process for the properties and will request the owner attend the August hearing.

Jim Lanham stated that 308 Thomas Street has had no additional progress made on it either. Ingrid will send a letter to the owner of this property as well.

Randy Wurtsbaugh requested an update on 4 Jackson Street, belonging to April Nowicki. Ingrid Barce stated they are still attempting to obtain information from the attorney that may or may not be representing April Nowicki. They have also reached out to the health department concerning the property, and are waiting on a response from them as well.

Kevin Strickler provided the Council with the Community Crossings Grant Application and requested it be signed so the Town can apply for the grant again this year. The total cost of the project would be \$461,913.00 with the Town's funded amount being a little more than \$115,000.00. HWC will make the application for the Town.

Kevin Strickler provided the Council with pricing information for the light project at the Williamsport Park north ball field. The total project cost comes in at \$30,593.76. Warren County REMC will be donating the poles needed and setting them at no cost, Accuburn will be making and possibly donating the light brackets needed, and Tanner Utilities will be donating their time and services for road boring. The Warren County Community Foundation will be donating \$4,000.00, Warren County Commissioners will be donating \$4,000.00, and the Warren County Ball Program will be providing \$4,000.00 towards the cost of the light project. Kevin Strickler stated this will leave a remaining cost of \$11,041.76 for labor and materials and requested the Town donate the labor and remaining material cost for the project.

Randy Wurtsbaugh made a motion to proceed with the light project at the Williamsport Park for the ball program as proposed by Kevin Strickler. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler stated TMF needs a new electric service installed at their Washington Street plant. The total cost of the service install will come in around \$50,000.00, but would be reduced by the portion of the cost TMF would pay. Kevin requested that TMF pay the cost of the new transformer that would be needed for the service, which is \$26,000.00.

Randy Wurtsbaugh suggested that TMF's share of the cost for the new electric service be determined after the engineer comes and advises what needs to be done. Kevin Strickler will discuss further with the Council after the engineer comes.

Kevin Strickler provided the Council with the quote for the porta potty for the boat dock at the river. The cost is \$50.00 for the delivery fee and \$135.00 every four weeks.

Paul Coffman made a motion to approve the quote for the porta potty rental during the summer months. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler discussed the street signs requested for out by the Williamsport Day School and provided the Council with a cost estimate of approximately \$300.00. After further discussion and review of the request from concerned Town residents, the Council requested Kevin order additional signs beyond what was quoted. Kevin stated the cost would possibly increase to around \$600.00

Paul Coffman made a motion to approve \$600.00 for school zone/bus stop signs at the Williamsport Day School. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler discussed the condition of the train junction pavilion. Steve Smith, with Accuburn, is interested in helping with repairs to the pavilion and including some metal cutout work for it.

Paul Coffman stated there are safety concerns with some railing and the stairway that need to be addressed as soon as possible. Additional work is needed, but can be addressed at a later time.

Paul Coffman made a motion to approve the cost and work for the Town to make immediate repairs to the train junction pavilion in order for it to remain safely open to the public, as well as beginning the search for a contractor to complete more extensive repairs and work to the same pavilion and surrounding area. Randy Wurtsbaugh seconded the motion. Voted and passed.

Miles Stucky asked for approval to purchase a lock box for the pavilion at the Williamsport Park as part of the pavilion reservation/rental process. The cost of the lock box is \$45.99.

Randy Wurtsbaugh made a motion to purchase the lock box for \$45.99. Paul Coffman seconded the motion. Voted and passed.

Miles Stucky provided the Council with basketball goal quotes for review and discussion at the August meeting.

Paul Coffman asked Gene Snoeberger if he would request to borrow the speed sign from Warren County for the Town to be placed on East Fourth Street by the Williamsport Day School. Gene Snoeberger stated he would check with the County.

Sam Shelton, with Enterprise, presented information on their Fleet Management Program. The Council will review the information presented and discuss further at a later meeting.

Mike Hutchison advised the Council that Excise is requiring a Town Official to sign off on a letter in order for the Fire Department to service alcohol at the Williamsport Town Park during Motorama this year. Randy Wurtsbaugh will sign the letter at Town Hall.

Mike Hutchison advised the Council that funding for the Town from the American Rescue Plan increased to \$418,000.00. This money is primarily to fund waste water and water projects. He will be applying for the funding by the end of August for the Town.

Mike Hutchison requested the Council approve a title change from Utility Clerk to Deputy Clerk-Treasurer for Melinda Story and Amy Cushman.

Randy Wurtsbaugh made a motion to approve the title change for Melinda Story and Amy Cushman. Jim Lanham seconded the motion. Voted and passed.

Wade Armes advised the Cadet Training Program for the Williamsport Volunteer Fire Department has started.

Wade Armes stated the Fire Department is still trying to sell the old 34 Engine. They recently lowered the sale price to \$30,000.00.

Wade Armes requested approval to purchase several miscellaneous items needed for the Williamsport Volunteer Fire Department. The cost for the items totals \$3,167.00.

Paul Coffman made a motion to approve the cost of the items for the Fire Department. Randy Wurtsbaugh seconded the motion. Voted and passed.

Randy Wurtsbaugh addressed the contract extension with IMPA. The board discussed the extension and are going to request IMPA representatives attend the August meeting for further discussion prior to agreeing to enter into the contract extension.

Randy Wurtsbaugh asked Kevin Strickler about patch work done in areas of the town from the sewer project. Kevin stated he would look into this.

Randy Wurtsbaugh asked if the Town's burn ordinance could be modified to limit the time in which people are allowed to burn. Ingrid Barce will circulate a draft to the Council for review and discussion for modification at a future meeting.

Amy Cushman presented the Council with a leak adjustment request that totaled \$124.95.

Randy Wurtsbaugh made a motion to approve the leak adjustment. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce advised the Council she is working on the Town's ordinance concerning DocuSign Authorization and hopes to present it at the August meeting.

Ben Dispennett discussed the READI Program with the Council.

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