

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, January 20, 2022 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, Kathy Fultz, James Smith, Belinda Smith, Sharon Hutchison, Mark Kyburz, Kevin Strickler, Mark Hutson, Ted Latoz, Ben Dispennett, Wade Armes, Bill Jones, Christian Beaver, and Miles Stucky.

Randy Wurtsbaugh called the meeting to order.

Paul Coffman made a motion to nominate Randy Wurtsbaugh as Town Council President for 2022. Jim Lanham seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to appoint Barce and Redlin an Williamsport Town Counsel. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to appoint First Financial Bank as the Town's financial institution. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to appoint the Review Republican as the Town's publication choice. Jim Lanham seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to approve December 2021 claims. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to approve all meeting minutes from December 2021. Jim Lanham seconded the motion. Voted and passed.

Paul Coffman made a motion to appoint Ben Dispennett as the town's KIRPC representative. Jim Lanham seconded the motion. Voted and passed.

Ben Dispennett discussed the LEDO contract. Contract approval postponed until February, pending review.

Mark Kyburz, owner of High Falls Saloon, requested use of the parking lot next to his business for event purposes. Ingrid Barce will draft a contract for use of the space.

Kathy Fultz discussed property ownership for the dead-end lane that extends off Park Avenue back to her property. Ingrid Barce will look into this and provide an answer at the next meeting.

Kevin Strickler provided the Council with Community Crossing Matching Grant bid awarding paperwork to sign.

Kevin Strickler discussed the increasing material cost for the Kiger-Wright addition electrical project. Material cost has increased \$10,000.00 in a month.

Randy Wurtsbaugh made a motion to approve the purchase of material for the electrical project at the Kiger-Wright addition, in the amount of \$84,874.00. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler discussed updating the Town's income survey for the upcoming water project. KIRPC will complete the survey for the Town for \$3,000.00.

Paul Coffman made a motion for KIRPC to complete the income survey for the Town. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler discussed the trade-in program for the skid loader and mini-excavator.

Randy Wurtsbaugh made a motion to approve the trade-in of the mini-excavator and skid loader. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh discussed the possibility of the Town having high school interns. Randy will get more information with the program coordinator at MSD of Warren County and discuss further at the February meeting.

Miles Stucky discussed the need for some sort of fencing or railing at the North ball field concession stand.

Miles Stucky provided the Council with a list of possible projects that the Park Board would like to do using the Washington Township Trustee donation received at the end of 2021. Miles stated that between the WCCF donation, park board funding, and trustee donation, the cost of the train depot project will be covered.

Paul Coffman made a motion to approve the train depot project, with the project cost of \$27,000.00 Randy Wurtsbaugh seconded the motion. Voted and passed.

Mike Hutchison discussed the following additional transfers needed for 2021:

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

Randy Wurtsbaugh made a motion to approve the LEDO contract. Paul Coffman seconded the motion. Voted and passed.

Wade Armes and Belinda and James Smith discussed Project Life Saver with the Council. The base cost to start this program would be \$4,900.00. Wade Armes will get more information and discuss further at a future Council meeting.

Wade Armes discussed repairs needed on Engine 34.

Paul Coffman made a motion to approve repairs for Engine 34 at Fire Services Inc. up to an amount of \$18,690.00. Randy Wurtsbaugh seconded the motion. Voted and passed.

Wade Armes stated the WVFD has a new member-Devin Darner.

Bill Jones discussed fire territories and the possibility of Williamsport entering into one.

Randy Wurtsbaugh made a motion for the WVFD to begin the process of creating a fire territory. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh discussed the Town Clock. The cost to fix it is between \$200.00 and \$300.00.

Randy Wurtsbaugh made a motion to approve fixing the Town Clock. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh discussed compensating Brian Jordan for his work over the summer planting and watering flowers throughout Town, as well as his work on the Town Clock.

Paul Coffman made a motion to pay Brian Jordan \$500.00. Randy Wurtsbaugh seconded the motion. Voted and passed.

Paul Coffman made a motion to ratify the decision to postpone December utility disconnections. Jim Lanham seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to ratify December leak adjustment approvals done via email, totaling \$2,860.09. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh discussed a letter received from the Seeger After-Prom Committee requesting a donation.

Paul Coffman made a motion to donate ten single season pool passes and a \$250.00 monetary donation. Randy Wurtsbaugh seconded the motion. Voted and passed.

Randy Wurtsbaugh discussed a street sign for Mary Gremore being installed in the Oakwood Drive neighborhood to commemorate her 100<sup>th</sup> birthday.

Ingrid Barce discussed the Council needing to appoint a representative for the town to the BZA. The Council will discuss this further at the February meeting.

Paul Coffman discussed the possibility of hiring a trash service provider to pick up trash for the Town (not residents) during the summer months. Paul will find out if there are trash companies that offer seasonal service and get costs to discuss at the February meeting.

Amy Cushman provided the Council with leak adjustments for five utility accounts totaling \$1,571.26.

Jim Lanham made a motion to approve the leak adjustments as presented. Paul Coffman seconded the motion. Voted and passed.

Ingrid Barce presented the Council with Ordinance 2022-0120, an ordinance amending a section of Ordinance 2021-1118B concerning landlord deposits for multi-unit dwellings.

Randy Wurtsbaugh made a motion to approve Ordinance 2022-0120. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce discussed recent changes released from the U.S. Treasury concerning ARP funding. Ingrid will circulate information concerning these changes to 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 Michael Hutchins  
Randy H. Wurtsbaugh  
President  
Paul S. M.  
Member  
James E. Lanham  
Member