

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, May 6, 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, Ted Latoz, Mark Hutson, Kevin Strickler, Vickie Strickler, Dirk Garriott, Bryon Brackemyre, Ryan White, Michele Stucky, Miles Stucky, Wade Armes, Ann Shoemaker, Bob Shoemaker, Kelsey Jonkman, Stephanie Knosp, Craig Greenwood, Sharon Hutchison, and Brian Jordan.

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

Randy Wurtsbaugh made a motion to accept the minutes of the April 1st meeting. Jim Lanham seconded the motion. Voted and passed.

Ryan White, with the Williamsport Park Board, discussed the tennis courts at the Williamsport Park. He provided the Council with a quote for resurfacing the tennis courts from Leslie Coatings, Inc. in the amount of \$11,950.00, and requested approval to proceed.

Kevin Strickler stated the Town will need to replace a section of concrete between the two courts prior to the resurfacing. The section that will need to be replaced is 10'X 42'. At this time, the cost of concrete is approximately \$150.00/yard.

Randy Wurtsbaugh asked if the cost of this work is available in the Parks budget. Mike Hutchison stated the Parks Board has roughly \$25,000.00 available in their budget.

Ryan White stated new nets for the courts are needed as well.

Randy Wurtsbaugh made a motion to approve the quote for Leslie Coatings as presented. Jim Lanham seconded the motion. Voted and passed.

Ryan White will obtain another quote from Leslie Coatings for the cost of new nets and the addition of pickleball lines to the tennis courts for review at a later time.

Randy Wurtsbaugh discussed the basketball courts at the Williamsport Park and asked Ryan White to look into quotes for replacing the basketball goals and concrete.

Michele Stucky discussed the new park space on East Monroe Street and asked the Council for approval to install two mounted charcoal grills and additional seating that may have to be anchored down.

The Council gave approval to proceed with installing the charcoal grills, as well as the additional seating.

Michele Stucky discussed getting a quote for either only filling in a missing gap with chain-link fencing at the top of the falls where the new park area is, or possibly replacing the entire length of fencing in the same area with a different fencing material.

Vickie Strickler discussed the pool study and the three options presented by HWC and asked the Council what the next steps are for proceeding with reaching the end goal of a new pool.

The Council discussed the need for a special meeting in which budgetary planning would need to take place.

Vickie Strickler stated the pool is set to open on Memorial Day this year.

Bob Shoemaker with Resnet, a local internet service provider, presented the Council with information on placing an antenna on the Williamsport Water Tower that would provide internet service to a portion of Williamsport.

Kevin Strickler stated the water tower was not made accessible for antennas when it was constructed.

The Council will review the information provided and if there is interest or questions, it will be discussed at a future meeting.

Kevin Strickler provided the Council with three quotes for a mini excavator. Bobcat \$51,901.42 / Caterpillar \$64,369.00 / John Deer \$60,917.00

Randy Wurtsbaugh made a motion to accept the quote for the mini excavator from Bobcat in the amount of \$51,901.42. Paul Coffman seconded the motion. Voted and passed.

Kevin Strickler provided the Council with a quote from Brooks Masonry in the amount of \$1,020.00. This is for the work needed at Town Hall.

Paul Coffman made a motion to approve the quote from Brooks Masonry in the amount of \$1,020.00 for Town Hall repairs. Randy Wurtsbaugh seconded the motion. Voted and passed.

Kevin Strickler discussed the water leak found at the sewer plant and the plans for repairing it. The material cost to fix the leak is approximately \$9,000.00.

Jim Lanham made a motion to proceed with the repairs needed for the leak at the sewer plant. Randy Wurtsbaugh seconded the motion. Voted and passed.

Kevin Strickler discussed the IMPA tracking factor and the cost for IMPA to do the work for the Town. There is initially a \$400.00 set up fee and then \$200.00 each quarter thereafter.

Paul Coffman made a motion for IMPA to proceed with the work involving the tracking factor for Williamsport and the costs incurred for the work. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler discussed the leak locator ordered in the amount of \$5,400.00. The cost includes training for the machine.

Ted Latoz addressed speeding concerns on Oakwood Drive and Grant Street. Jim Lanham discussed the need for a traffic study to possibly lower the speed limits at certain areas in Town.

Brian Jordan stated that KIRPC could do a traffic study for the Town for free. Ted Latoz will talk with Ben Dispennett, Williamsport's KIRPC representative, about getting on the list for a traffic study for Williamsport.

Ted Latoz discussed his concerns with the Town's nuisance ordinances and enforcement of them. Ingrid Barce, Town Attorney, stated they are working on organizing and revising the Town's nuisance ordinances to make them current with new laws that have taken effect. Revisions will be presented to the Council at a later date for review and approval.

Ted Latoz discussed the condition of the properties at 329 E. Monroe Street, 306 Warren Street, and 213 Graham Street.

Ted Latoz requested the Council repeal the Fair Competition ordinance. The Council denied the request.

Mike Hutchison discussed creating Fund 176 for the ARP money. Ingrid Barce presented the Council with Ordinance 2021-0506 A for creating Fund 176.

Randy Wurtsbaugh made a motion to accept Ordinance 2021-0506 A, to establish the ARP Fund. Paul Coffman seconded the motion. Voted and passed.

Mike Hutchison discussed a bill from Attica Motor Sports in the amount of \$657.99. Ted Latoz explained to the Council what the bill was for and how it came about. The Council advised Mike Hutchison not to pay the bill at this time and requested they call Attica Motor Sports to discuss the bill.

Dirk Garriott provided the Council with information on IMPA and discussed the Town's current contract with them. He has requested that the Council consider extending their contract with IMPA. The Council will take their request into consideration and discuss further at a future date.

Wade Armes advised the Council a new volunteer firefighter, Nate Budreau, has been hired for the Williamsport Volunteer Fire Department. They now have nineteen volunteer firemen.

Wade Armes requested approval to purchase two sets of turnout gear and an additional helmet.

Paul Coffman made a motion to approve the purchase of two sets of turnout gear and an additional helmet. Jim Lanham seconded the motion. Voted and passed.

Wade Armes discussed hose testing and ladder testing. He presented the Council with a quote in the amount of \$2,102.00 and stated he will discuss this further in August.

Wade Armes stated the Cadet Program for the Fire Department will begin May 28th.

Randy Wurtsbaugh discussed the Town donation of \$500.00 for fireworks at the Warren County 4-H Fair in June.

Paul Coffman made a motion to donate \$500.00 for fireworks for the Warren County 4-H Fair. Jim Lanham seconded the motion. Voted and passed.

Randy Wurtsbaugh discussed two checks received from the Washington Township Trustee; one for the Williamsport Fire Department in the amount of \$25,000.00 and the second check being for the Williamsport Pool. The Council agreed to accept both checks from the Washington Township Trustee and will sign and return the contractual agreements to the Trustee.

Randy Wurtsbaugh discussed a request received from the Pine Village Fire Department to utilize the Williamsport Falls area for rope training. The Council agreed there would be no problem with this as long as those providing the training and the fire department are insured in case of an accident, as well as there being clear guidelines that there be no anchoring into the rock at the Falls. Ingrid Barce advised the Council Falls Branch Park should be closed during the training.

Randy Wurtsbaugh discussed an abandoned property at 702 Warren Street. Ingrid Barce stated this property recently sold on tax sale and not much can be done with it at this time. Once the new owners are known, they will proceed with taking action.

Randy Wurtsbaugh stated Mike Kay with the Warren Agency suggested the Town be thinking about appraising Town properties. Mike Hutchison stated the Town just had this done in 2020. The Council agreed this is not something that needs to be done at this time.

Jim Lanham stated he would like to see someone appointed to economic development to solely represent Williamsport. The Council discussed the possibility of seeking out someone to do this and will discuss it further at a later time. Jim Lanham will contact Ben Dispennett to discuss grant writing through KIRPC.

Paul Coffman further discussed providing a town-wide cleanup for Williamsport. He would like to see the Town do this the weekend in September after the Town-Wide yard sales. He has discussed pricing with Republic Services and a rough estimate for what the Town may need is \$3,000.00. Paul stated he would like to see the Town set aside \$5,000.00 to cover all costs associated for the Town to provide this service for its residents.

Paul Coffman made a motion to set aside \$5,000.00 for a Town-Wide Cleanup. Jim Lanham seconded the motion. Voted and passed.

The Council will discuss additional details concerning the Town-Wide Cleanup at the June meeting.

Paul Coffman provided an update on what he has found out so far from Enterprise, but stated he is still gathering information on their Fleet Management Program.

Amy Cushman provided the Council with four leak adjustments totaling \$3,072.97.

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

Amy Cushman asked Ingrid Barce about sewer only adjustments. Ingrid Barce stated they can put together an ordinance for review and approval, and suggested that it parallel the Town's current leak adjustment ordinance. The ordinance can be made retroactive. The Council agreed they would like this ordinance put together.

Amy Cushman discussed postal issues that are causing delayed mailing and sometimes lost utility bills. One step that is being taken to help remedy this problem is switching from blind pay to amount presentment with the Town's online payment provider, ACI Payments. Amy stated it may possibly take eight weeks for this switch with ACI to go live. Another step the Town will be taking in the coming months is switching from postcard billing to full sheet billing.

Amy Cushman stated that notice has been received from ACI Payments that they are increasing processing fees for debit/credit card transactions by 15%, effective July 1st and would like to know if there is any way the Town can absorb the 15% increase so utility customers that pay their bills online would continue to pay the current \$4.95 fee. Ingrid Barce stated she will look into additional online payment provider options and whether or not the Town can absorb any part of the fee. The Town will discuss this further at the June meeting.

Amy Cushman provided the Council with an update on collection of unpaid utility accounts through the TRECS program. In total, \$1,134.89 has been collected for seven accounts.

Ingrid Barce presented the Council with corrected resolution 2021-0506B concerning property deeded over to the Town from MSD of Warren County. The correction provides for an

additional fifty feet of real estate deeded over to the Town that was not included in the original resolution.

Paul Coffman made a motion to approve resolution 2021-0506B. Randy Wurtsbaugh seconded the motion. Voted and passed.

Ingrid Barce discussed the rental fee for utility poles in Williamsport. Comcast currently pays \$5.00 per pole and this has only increased one time by \$1.00 in 1987. Ingrid Barce suggested negotiating an increase for rental fees per utility pole for Comcast. The Council agreed to allow Ingrid to send a letter to Comcast to negotiate the price on utility pole rental fees.

Brian Jordan let the Council know he has planted the flowers in the flower boxes and planters throughout Town and that the Town should be receiving a bill from Attica Floral that is around \$400.00.

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

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

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