

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, September 21, 2023 at the Warren County Learning Center with the following officers present – Brian Jordan, Council President and Council Members Jim Lanham and Paul Coffman. Also present were Mike Hutchison-Clerk-Treasurer, Ingrid Barce-Town Attorney, Melinda Story, Kevin Strickler, Wade Armes, Kathy Fultz, Dustin Whalen, Gene Snoeberger, Steve Brock, Tim McCombs, and Jay Evan.

Brian Jordan opened the Budget Adoption Meeting.

Paul Coffman made a motion to approve the resolution for appropriation for the 2024 budget. Jim Lanham seconded the motion. Voted and passed.

Brian Jordan made a motion to close the Budget Adoption Meeting. Jim Lanham seconded the motion. Voted and passed.

Brian Jordan opened the September monthly meeting.

Paul Coffman made a motion to approve the August meeting minutes. Jim Lanham seconded the motion. Voted and passed.

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

Brian Jordan made a motion to retro-actively approve the payment to Republic Services for the dumpsters rented for the fall town cleanup on September 16th. Jim Lanham seconded the motion. Voted and passed.

Council discussed the need for two cleanups per year and determined the turnout in the spring and fall were sufficient for the Town to provide a spring and fall cleanup in 2024.

Paul Coffman made a motion to approve the water project bid meeting minutes from August 17th. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce stated Calvin Key was set to discuss property maintenance concerns tonight, however it will need to be postponed until October due to no good service on letter sent. Counsel will have the notice served to Mr. Key.

Council requested a notice be served to Brian Stultz on his property. Gene Snoeberger stated that he and Ted Latoz will go speak with Mr. Stultz and counsel will issue a notice to Mr. Stultz.

Ingrid Barce discussed 213 Graham Street. She stated the property is under a continuous enforcement order from a prior notice sent. Counsel will issue another letter to the property owner and if property concerns are not addressed, the Town can clean the property up and invoice the owner.

Kathy Fultz discussed documents concerning her property and drainage issues and would like them reviewed. Counsel requested copies of the documents be dropped off at her office for review and discussion at another time.

Joink representative, Tim McCombs, along with Jay Evan discussed the project underway in Warren County in which fiber-optic cable is being installed. The project will soon be making its way through Williamsport.

Kevin Strickler discussed the work on Lincoln Street that will be completed as part of the Community Crossings Matching Grant funding. Drainage work was originally removed from the project. After further discussion with HWC, Kevin requested drainage work be incorporated back into the project and that the work be split into two sections so this can be done. Work would be done on Lincoln from Monroe to Main and then from Main to Washington. Total cost for both sections would be \$985,000.00. The Community Crossing Matching Grant would fund \$740,000.00 and the Town match would be \$246,000.00, plus the engineering costs for the drainage work not covered by the grant in the amount of \$110,500.00. Council gave ok to go ahead with the Lincoln Street project with drainage and divided into two sections.

Dustin Whalen discussed the water project bids.

Steve Brock discussed the Town's options for funding the water project and the Town's water rates.

Paul Coffman made a motion that the Town is considering an increase in water rates that will be no higher than 34%. Jim Lanham seconded the motion. Voted and passed.

A public hearing to discuss the Town's water rates will be held on Monday, October 16th at 10:30 a.m. at the new Williamsport Town Hall, 28 N. Monroe Street in Williamsport.

Paul Coffman made a motion to use Tom Ludwiski with Barrett McNagny for bond counsel. Jim Lanham seconded the motion. Voted and passed.

Paul Coffman made a motion to donate \$750.00 to Warren County for leaf vac. Brian Jordan seconded the motion. Voted and passed.

Paul Coffman made a motion to set trick-or-treat hours on October 31st from 6:00 p.m. to 9:00 p.m. Brian Jordan seconded the motion. Voted and passed.

Council discussed employee Christmas bonuses and dinner. Melinda Story will check with the Senior Center for availability.

Brian Jordan made a motion to give all regular, full-time employees \$150.00 Christmas bonuses. Paul Coffman seconded the motion. Voted and passed.

Brian Jordan discussed the quote from Lincicum's for new heating and air conditioning units at the Senior Center building. Total cost for both is \$7,132.00.

Paul Coffman made a motion to approve the quote from Lincicum's for new heating and air units at the Senior Center. Brian Jordan seconded the motion. Voted and passed.

Brian Jordan discussed quotes for rehab of the new Town Hall.

HVAC quotes: Lincicum's-\$27,491.60; BT Reynolds-\$28,857.00; Hannon's-\$35,000.00

Paul Coffman made a motion to approve the quote from Lincicum's for HVAC services at the new Town Hall. Jim Lanham seconded the motion. Voted and passed.

Thompson Electric quote-\$35,435.35. No other quotes were received for electrical work.

Jim Lanham made a motion to approve the quote from Thompson Electric for work needed at the new Town Hall. Brian Jordan seconded the motion. Voted and passed.

Exterior painting quotes: Jim Martin-\$2,850.00; Marc Dewlen-\$2,385.00

Paul Coffman made a motion to approve the quote for Marc Dewlen for exterior painting for the new Town Hall. Brian Jordan seconded the motion. Voted and passed.

General Contracting quote-C Boys Construction: Demolition-\$6,700.00; Labor-\$47,250.00; Materials-\$20,019.00. No other quotes received from general contractors.

Paul Coffman made a motion to approve C Boys Construction quote for demolition. Jim Lanham seconded the motion. Voted and passed.

Jim Lanham made a motion to approve C Boys Construction quote for labor. Jim Lanham seconded the motion. Voted and passed.

Paul Coffman made a motion to approve C Boys Construction quote for materials. Jim Lanham seconded the motion. Voted and passed.

Brian Jordan reviewed leak adjustment requests with Council.

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

Brian Jordan made a motion to extend Summer Sprinkling Credit a final month to the October bill. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce discussed a permitting process for the Town and will circulate an ordinance to the Council for consideration.

Ingrid Barce discussed the need to declare Town vehicles being sold through Enterprise as surplus property.

Jim Lanham made a motion to adjourn. Paul Coffman seconded the motion. Voted and passed.

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

ATTEST Michael D. Hutchins

W. B. [Signature]
President

[Signature]
Member

James E. Lanham
Member