

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, March 4, 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, Tim McCormick, John Kuiper, Kathy Fultz, Ben Dispennett, Miles Stucky, Vickie Strickler, and Brian Jordan.

Jim Lanham called the meeting to order.

Jim Lanham nominated Randy Wurtsbaugh for Council President. Paul Coffman seconded the motion. Voted and passed.

Jim Lanham made a motion approve the minutes of the January 7th Council Meeting. Paul Coffman seconded the motion. Voted and passed.

Ingrid Barce began the UBO hearing.

Ingrid Barce swore in John Kuiper, Warren County Unsafe Building Inspector.

The first property up for discussion is 36 Ash Cove, belonging to Vinod Gupta and being purchased on contract by occupant, Kathy Fultz. Kathy Fultz was in attendance.

Jim Lanham made a motion to submit exhibit A, the original UBO order, into evidence. Randy Wurtsbaugh seconded the motion. Voted and passed.

John Kuiper stated the garage on the property of 36 Ash Cove was deemed unsafe and a nuisance due to the roof being almost completely caved in and the amount of debris in and around the structure. The action ordered in the original UBO order was to have the building removed. As of today, the structure is still standing. Kathy Fultz is trying to find someone to tear down the garage for her, but due to finances, has been unable to find someone to complete the work.

Kathy Fultz stated she has contacted a few organizations to ask for assistance again and they are unable to help. John Kuiper sent a gentleman over to help Kathy Fultz with the garage removal, but the gentleman is elderly and not able to do much. The gentleman also does not know anything about gas lines and there is a gas line on the property and she does not want him to get hurt trying to do the work. Kathy stated she has nobody else to help.

Ingrid Barce stated the Council has the option to affirm the order, modify the order to allow more time, or dismiss the order. Ingrid stated if the Council allows a final extension and the order has not been complied with, the Town could then go in and do the work and invoice Kathy Fultz for the cost.

Paul Coffman made a motion to modify the UBO order to allow a final thirty-day extension to complete the work ordered. Jim seconded. Voted and passed.

Ingrid Barce moved on to the hearing for 102 S Third Street belonging to Tim Holliman.

John Kuiper stated Mr. Holliman was sent a UBO order due to the extreme amount of firewood located on the property. The property had become a nuisance and a hazard. Mr. Holliman's original UBO order required him to clean up the property.

Randy Wurtsbaugh made a motion to admit exhibit A, the original UBO order sent to Mr. Holliman. Jim Lanham seconded the motion. Voted and passed.

Jim Lanham made motion to admit exhibit B, an item showing there was good service on the order and that Mr. Holliman knew about the UBO order. Paul Coffman seconded the motion. Voted and passed.

John Kuiper stated the property has been cleaned up and looks much better than prior to the original order being sent.

Paul Coffman made motion to dismiss due to the original order being substantially complied with. Jim Lanham seconded the motion. Voted and passed.

Ingrid Barce moved on to the hearing for 506 N Monroe Street belonging to Ascension Health/St. Vincent Williamsport Hospital.

Randy Wurtsbaugh made a motion to admit Exhibit A, the original UBO order for 506 N Monroe Street. Jim Lanham seconded the motion. Voted and passed.

Jim Lanham made a motion to admit proof of service for 506 N Monroe Street as evidence B. Randy Wurtsbaugh seconded the motion. Voted and passed.

Paul Coffman made a motion to admit photos of the property taken by John Kuiper as exhibit C. Jim Lanham seconded the motion. Voted and passed.

John Kuiper stated there is a structure in back in addition to the home on the property that needs removed as well. The orders were to seal up and then remove the structures. The owners of the property are in agreement that the property needs to come down.

Randy Wurtsbaugh stated at the last meeting Greg Keeling advised they were waiting on a third quote to come before proceeding with demolition and removal of the structures. Locates have been done for utility lines as well.

Jim Lanham made a motion to modify the UBO order for 506 N Monroe to allow a thirty-day extension. Randy Wurtsbaugh seconded the motion. Voted and passed.

Ingrid Barce advised the UBO hearing is over.

Ingrid Barce provided the Council with an update on the remaining UBO orders in place. The property at 4 Jackson Street, belonging to April Nowicki, is awaiting response from April Nowicki's attorney. The property at 116 W Third is almost at the end of its statutory period, in which the new owner who purchased it on tax sale can be served the UBO order.

John Kuiper asked the Council if they were satisfied with the progress at 14 E Monroe.

Ted Latoz stated she has begun to clean up the property again and do some more work since the weather has improved.

Ingrid Barce stated the original UBO order issued on the property was released because the Council deemed the order to be substantially complied with.

The Council discussed the property and determined they would like to restart the UBO process at 14 E Monroe, allowing thirty days to show further improvement on repairing the house and work on the garage.

Miles Stucky discussed the stairway project design behind 14 E Monroe St. and provided the council with an estimate. The project will start within the next few weeks. Insurance has approved the structural plans for the stairway, but needs to know when coverage should be added in order to insure the structure.

Vickie Strickler asked Mike Hutchison if the pay for lifeguards would be the same this year. Mike Hutchison stated pay would be the same this year.

Vickie Strickler asked if the cost of pool admission would remain the same this year.

Jim Lanham made a motion to keep pool admission costs the same for 2021. Randy Wurtsbaugh seconded the motion. Voted and passed.

Vickie Strickler stated she will be taking over as Treasurer for the Williamsport Summer Ball program this year. The program year runs from April 1st to an undetermined date in October. Vickie stated the Town typically covers the cost of insurance each year for the program and would like to know if they would continue to do that this year. A cost estimate of \$741.00 was provided by insurance, but will be determined by the actual number of participants in each age category.

Randy Wurtsbaugh made a motion to pay the cost of insurance for summer ball for 2021. Paul Coffman seconded the motion. Voted and passed.

Vickie Strickler discussed the meeting that took place with HWC on the Town's pool study. The planning committee and HWC discussed what was needed to repair the pool and bring it up to code and ideas on what the committee would like to see for the pool. A rough cost estimate just to repair the pool and bring it up to code, which did not include concrete or the buildings at the pool, was \$750,000.00. Vickie stated her impression from the meeting on cost for anything beyond simply repairing and bringing to code would be between two and three million dollars. HWC will bring back three proposals for review. Multiple grants are already being researched.

Kevin Strickler discussed the Bobcat Program the Town is currently participating in and asked the Council if he could continue with it. The program allows the Town to trade the Bobcat in each year for \$25/hr for every hour that is on the machine.

Paul Coffman made a motion to continue with the program. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler asked the Council for permission to get quotes for a new truck and mini excavator.

The Council gave Kevin Strickler permission to get quotes for a new truck and a mini excavator.

Randy Wurtsbaugh asked Kevin Strickler about the barricades up on South Third Street. Kevin stated there is an old storm sewer there and they will be fixing it.

Mike Hutchison stated the Fire Department got in the bill for the work needed on the new Fire Truck and the cost came in at \$9,099.00.

Tim McCormick discussed the revised insurance proposals for the Town's property and liability policies.

Paul Coffman made a motion to accept the proposal that would include increasing the coverage on the electric poles and transformers to 2.5 million. Randy Wurtsbaugh seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to accept the EMC insurance policy. Paul Coffman seconded the motion. Voted and passed.

Mike Hutchison provided the Council with a resolution from Phil Astel to adopt the Warren County Multi-Hazard Mitigation Plan.

Randy Wurstbaugh made a motion to accept the resolution presented for the Warren County Multi-Hazard Mitigation Plan. Paul Coffman seconded the motion. Voted and passed.

Mike Hutchison discussed Town Ordinance 2015-6 and the need to increase the purchasing limit from \$200.00. The current ordinance requires Council approval for any purchase over \$200.00. The Town's utility departments have to make purchases that exceed this amount often just to operate.

The Council discussed purchasing limits with Kevin Strickler and Mark Hutson and determined that until a budget is set in place for the departments, a \$20,000.00 purchasing limit would work.

Ingrid Barce stated she would check with other Towns in the area on their purchasing limits and circulate an amended ordinance to the Council, which they would approve at the April 1st meeting.

Randy Wurtsbaugh made a motion to ratify the decision to suspend utility disconnects for the month of February due to extremely cold temperatures. Paul Coffman seconded the motion. Voted and passed.

Randy Wurtsbaugh made a motion to extend penalty application by one day in February due to delayed mail. Jim Lanham seconded the motion. Voted and passed.

Brian Jordan provided the Council with an update on the town clock.

Brian Jordan asked the Council for permission to be in charge of the planter boxes for the Town. He is working on getting a price quote on plants for them and will water them over the summer. He and Allie Lockwood will coordinate on the flower boxes for the Twin Bridges.

The Council gave their approval for Brian Jordan to proceed.

Ben Dispennett with Warren County Economic Development discussed the work Warren County is doing to receive OCRA Covid Relief Response Funding and requested that the Town sign a letter of support. Randy Wurtsbaugh will sign the letter of support for the Town.

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