

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Thursday, August 1, 2019 at the Town Hall with the following officers present – Mike Hutchison, Council President and Council Members Jim Lanham and Traci Latoz. Also present were Bill Lucas, Clerk-Treasurer and Mallory Redlin, Town Attorney, Amy Cushman, Mark Hutson, Kevin Strickler, Dave Banta, Ryan White, Vickie Strickler, Wade Armes, Miles Stucky, Will Holycross, Russ VanLeer, Lee Kay, Mike Kay, Steve Smith, Allie Lockwood, Jason Collins, and Susan Wright with the Review Republican.

Mike Hutchison called the meeting to order. All in attendance were advised the meeting was being recorded.

Mike Hutchison asked if anyone was in attendance for disconnects. Jason Collins was in attendance for the disconnect hearing.

Jason Collins requested an extension on his June bill. He stated he could pay \$65.36 on August 2<sup>nd</sup> and the remaining \$200.00 will be paid on August 9<sup>th</sup>.

Traci Latoz made a motion to extend the disconnect date for Jason Collin's account four days, to have the June bill balance paid in full no later than the end of the business day on August 9<sup>th</sup>. Jim Lanham seconded the motion. Voted and passed.

Amy Cushman discussed the utility account for Amanda Beavers. Amanda Beaver's is also up for disconnect for her June bill, but was unable to be in attendance for tonight's disconnect hearing. Amanda was requesting an extension until Wednesday, August 7<sup>th</sup>.

Jim Lanham made a motion to approve the extension for Amanda Beaver's until Wednesday, August 7<sup>th</sup>. Traci Latoz seconded the motion. Voted and passed.

Jim Lanham made a motion to approve the July monthly meeting minutes. Traci Latoz seconded the motion. Voted and passed.

Pending no other utility customer appears for tonight's disconnect hearing, Traci Latoz made a motion to disconnect all remaining unpaid June accounts presented tonight. Jim Lanham seconded the motion. Voted and passed.

Will Holycross, Wade Armes, and Russ VanLeer were in attendance on behalf of the Williamsport Volunteer Fire Department. Will Holycross requested that the Town begin to look into the possibility of purchasing a new fire truck for the fire department. The Council was provided with a bid for a ten-year-old fire truck that came in at \$565,000.00 as well as leasing and financing options, and values of the current trucks. Discussion occurred regarding funding options from townships. Lee Kay stated that a representative from the fire department should attend the upcoming budget meeting for the townships on August 26<sup>th</sup> at the Warren County Court House to request something be budgeted into the township's budgets to help the fire department to purchase a new truck. The Council would like grant options to be looked into and will look into the Town's budget for future consideration.

Lee Kay discussed the Fire Department's renewal policy for property, casualty, accident and sickness that is due August 12<sup>th</sup>. The renewal policy is up 5%. Clarification is needed regarding primary liability to a volunteer's personal vehicle when en route to a call.

Jim Lanham made a motion to accept the renewal for the Fire Department's policy as presented, noting that coverage should be increased, if necessary, to cover volunteer's personal vehicles as primary if damaged while en route to a call. Traci Latoz seconded the motion. Voted and passed.

Mike Kay discussed the cost estimator and loss control report that is in progress for the Town's main insurance policy. Once completed, he will present it to the council.

Vickie Strickler stated the pool will be closing on August 4<sup>th</sup>. Vickie stated a representative from The Health Department visited her at the pool and advised her on some new state requirements that will have to be followed prior to opening the pool next year. Vickie requested to purchase new chairs for the pool that were damaged or broken during storms this year. The Council gave approval for Vickie to purchase new chairs for the pool.

Vickie Strickler presented the designs for the signs that will be hung in the pavilion. Steve Smith with Accuburn donated the signs.

Vickie Strickler requested that the Town consider donating \$2,000.00 towards the Park Program for next year, as it has in previous years. As long as there is a guarantee of this money, Vickie can use the dollars guaranteed when applying for a matching funds grant.

Traci Latoz made a motion to approve \$2,000.00 matching funds for the 2020 Park Program. Jim Lanham seconded the motion. Voted and passed.

Mike Hutchison asked Kevin Strickler about projects and work needed at the Town Pool. Kevin Strickler stated the liner for the pool needs replaced. It is over 20 years old. The roof, plumbing, and electrical in the pool house need work or replaced. Mike Hutchison asked that Kevin Strickler put together a plan with costs for the work that is needing done at the pool.

Traci Latoz asked what the decision-making process is for the park board and what funding is available for them. Bill Lucas stated that there is no set budget for the Park Board. The Park Board would need to present what projects they would like to complete and the cost for the project, and the Council would approve it or not based on the funding available in the Parks and Recreations fund.

Miles Stucky with the Park Board stated the Park Board would like to repair the tennis courts and the basketball court at the Park.

The Council would like the Park Board to put together a plan of projects for review.

Traci Latoz asked Bill Lucas if funds can be re-appropriated to give the Park Board any money this year. Bill Lucas stated they can. The budget will be reviewed at a later date in August.

Allie Lockwood with the Park Board spoke about the possibility of creating a Facebook page for the Park Board and park news.

The Council discussed the possibility of charging a rental fee to use the pavilion. The fees collected from the pavilion rental could be allocated to the Park Board if this in put in place.

Allie Lockwood questioned the Council on existing Park Board Ordinance 2015-2. The current ordinance states there should be four park board members. The Council stated the ordinance can be amended to three members. Allie also questioned the residency requirement to be on the Williamsport Park Board. The current ordinance requires the park board members to be a Williamsport resident. The Council stated the ordinance can be amended to leave out the residency requirement.

Kevin Strickler provided updating pricing for the Sensus meter reading equipment. New handheld models, as well as an additional handheld and meter reading guns have changed the pricing from the original quote of approximately \$88,000.00 to approximately \$92,000.00. The new equipment should arrive in around 60 days.

Traci Latoz made a motion to cover the increase in cost in the Sensus meter reading equipment based on the new quote Kevin Stricker provided tonight. Jim Lanham seconded the motion. Voted and passed.

Kevin Strickler discussed the Wellhead Protection five-year update that needs to be done. Kevin requested \$2,000.00 for HWC to provide this service for the Town. This service will identify anything that would potentially contaminate the well field. EPA requires this be done.

Jim Lanham made a motion to approve the Wellhead Protection Program with HWC, not to exceed \$2,000.00. Traci Latoz seconded the motion. Voted and passed.

Mark Hutson asked if there was any more information found out on WeCare. Traci Latoz stated there is no new information. Mark Hutson will try to find out information on WeCare.

Ted Latoz discussed park rules and questioned posting signs. Ted questioned if the rules posted need to be in an ordinance. Mallory Redlin stated that the Town should have an ordinance on park rules so they are enforceable. Ted Latoz will work on putting a list of park rules together for approval so an ordinance can be created.

Mike Hutchison discussed discontinuing payment plans and only granting extensions of any kind to a utility customer up for disconnect if they attend the disconnect hearing.

Jim Lanham made a motion to discontinue all new payment plans beginning August 2, 2019. Traci Latoz seconded the motion. Voted and passed.

Bill Lucas would like to have a hearing for the 2020 Budget on September 5, at 6:00 pm. The Council will have a special meeting to discuss the budget prior to the hearing. The date and time for the special meeting to discuss the budget is to be determined.

Mallory Redlin discussed the hearing on the petitions of Accuburn, TMF, and Macprop LLC to waive their non-compliance for late filing on tax abatements. The abatements were filed prior to May 15, 2019, but after the Williamsport May meeting. The hearing was noticed on July 18, 2019.

Mallory introduced Resolution 2019-0801 A for Accuburn 's waiver of non-compliance.

Traci Latoz made a motion to approve Resolution 2019-0801 A to waive Accuburn's non-compliance. Jim Lanham seconded the motion. Voted and passed.

Jim Lanham made a motion that Accuburn is compliant with each of their five statements of benefit. Traci Latoz seconded the motion. Voted and passed.

Mallory introduced Resolution 2019-0801 B for Macprop LLC's waiver of non-compliance.

Traci Latoz made a motion to approve Resolutoin 2019-0801 B to waive Macprop LLC's non-compliance. Jim Lanham seconded the motion. Voted and passed.

Mallory introduced Resolution 2019-0801 C for TMF's waiver of non-compliance.

Traci Latoz made a motion to approve Resolution 2019-0801 C to waive TMF's non-compliance. Jim Lanham seconded the motion. Voted and passed.

Mike Hutchison made a motion that TMF is substantially compliant with each of their statements of benefit. Traci Latoz seconded the motion. Voted and passed.

Mallory Redlin asked the Council about the disannexation of the property in Liberty Township and what they would like to do. The Council would like to gather more information on options prior to making a decision.

Mallory Redlin stated that the golf cart ordinance, the tall weed and grass ordinance, and tobacco ordinance to be published.

Mallory Redlin stated they are working on an ordinance for utility billing concerns. Once they have more to report, they will present it.

Mallory Redlin discussed the sliding fee schedule for ordinances that have penalty provisions. Once there are fixed penalties, the clerk-treasurer, or his designees, can collect ordinance violation fees, up to \$250.00, at the office. A sample ordinance was provided to the Council for consideration. This will be discussed at a later date.

Bill Lucas asked Mallory Redlin about publishing the new sewer rates so the ordinance that will reduce the sewer rates for volume users can be enacted. Mallory stated the rates will be published next week.

Steve Smith with Accuburn discussed a program they started called Accuburn at Work. Steve asked the Council if his group of students were to complete a sculpture, if the Council might be open to a proposal to place the sculptures around Williamsport. The Council stated they would like to see this and are open to the idea.

Mike Hutchison made a motion to adjourn the meeting. Jim Lanham seconded the motion. Voted and passed.

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

ATTEST \_\_\_\_\_, President

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