

A meeting of the Town Council of the Town of Williamsport was held at 6:00 p.m. on Wednesday, July 3, 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 Jud Barce, Town Attorney, Amy Cushman, Mark Hutson, Kevin Strickler, Bill Trimble, Dustin Whalen, Michelle Hetrick, Gene Snoeberger, and Susan Wright with the Review Republican.

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

Traci Latoz made a motion to approve the June Minutes. Jim Lanham seconded the motion. Voted and passed.

Bill Trimble discussed the stray cats in Williamsport and asked what can be done to help with the stray cat population. Bill Trimble discussed possibly getting an online petition going to show interest in helping with the cat population in the Town of Williamsport.

Mike Hutchison asked if there was anyone present for the disconnection hearing. No one was present for the disconnection hearing.

Michelle Hetrick discussed the deannexation of a voter in Williamsport. There is concern about the disenfranchisement of this voter if deannexation is not done. She provided a proposal for how to deannex the voter's property from the Town. The Council determined they would like to gather more information about the deannexation of the property and alternatives to the proposal provided. No decision will be made at this time.

Dustin Whalen with HWC discussed the upcoming wastewater project. They are requesting permission to advertise for bids for the project on July 11<sup>th</sup> and July 18<sup>th</sup> so bids can be received and opened prior to the State Revolving Fund Loan Application deadline of August 9<sup>th</sup>. If this deadline is missed, the Town would have to wait 90 days to reapply for the second round of funding. A pre-bid meeting was scheduled for Wednesday, July 24<sup>th</sup> at 10:00 a.m. at the Town Hall and a special meeting to open bids for the sewer project was scheduled for Thursday, August 8<sup>th</sup> at 2:00 p.m. at the Town Hall.

Mark Hutson discussed the recent IDEM inspection.

Mike Hutchison discussed the combination heating/cooling system at the sewer plant. Mike would like this system to be replaced, as it is no longer working properly, due to state regulations on climate control within the sewer plant. Mike will work on getting quotes for the new heating/cooling system.

Traci Latoz stated that Jud Barce found an answer regarding the disannexation of a property. After the termination of a disannexation proceeding, a subsequent disannexation affecting the same property and asking for the same relief cannot take place for a period of two years.

Gene Snoeberger discussed changing the fine schedule for ordinance violations. Most of the ordinance violations for the Town are a range and not a set amount, and the actual fine amount can only be set after the offender attends a court hearing for the ordinance violation. Jud Barce stated a fee schedule for ordinance violations could be established and approved by the Council and that an ordinance violations clerk, which is typically the Town Clerk, can accept payment of penalties up to \$250.00 up to 30 days after the ordinance has been violated at the Town Hall office. Jud Barce will send information to the Council to review on an Ordinance Violations Clerk and a fee schedule for ordinance violations.

Kevin Strickler discussed a fire hydrant that needs replaced at the corner of East Monroe and Boyer. The estimated cost is \$8,000.00.

Kevin Strickler stated the Town's bucket truck is down. The Town will be renting a bucket truck until the bucket truck is repaired.

Mike Hutchison discussed the hiring of a new Town employee for Kevin Strickler's crew.

Mark Hutson said he would like to put Justin Davis in charge of the Town's lift stations. The hours Justin will log by being put in charge of this will help in getting him his necessary hours needed to take his certification. The need for creating a job description to match Justin's newly appointed position was discussed, as well as setting benchmarks for pay increases for his new position.

Traci Latoz made a motion to reassign Justin Davis from Kevin Strickler to Mark Hutson as primary supervisor and scheduler. Jim Lanham seconded the motion. Voted and passed.

Traci Latoz made a motion to approve all disconnects for May non-payments. Jim Lanham seconded the motion. Voted and passed.

The Council discussed the current list of delinquent utility accounts.

Jud Barce discussed House Bill 1347, regarding holding landlords liable for unpaid utility accounts and the ability to lien properties for the same. Properties are no longer able to be leaned for unpaid water bills. Further discussion is required to come up with a solution on how to guarantee tenant utility accounts get paid in full, as rate of collection is a factor that goes into determining interest on bonds for Towns.

Amy Cushman discussed utility accounts that remain in the name of a prior owner or a decedent. Further discussion is required to determine how to proceed with handling these accounts.

Payment plans were discussed and whether or not the Town will continue to allow them.

Amy Cushman asked Jud Barce about sprinkler credit and leak adjustment ordinances. Jud Barce stated he would work on getting those together.

Amy Cushman discussed the Town's meter reading equipment. The handheld was down for a period of time in June which put meter reading behind schedule. Bill Lucas and Kevin Strickler discussed with the Council the need to make a decision on the meter reading equipment EJP proposed at the May meeting. Amy Cushman discussed the water meters at the Williamsport Apartments and the fact that more than half of them are dead and no longer getting reads.

Jim Lanham made a motion to approve the purchase of the meter reading equipment and 500 units of meters and radio reads. Traci Latoz seconded the motion. Voted and passed.

Traci Latoz discussed WeCare. WeCare is an add-on program to the Town's existing health insurance. Traci has made several phone calls to get more information and is waiting on responses.

Jud Barce presented the council with an ordinance prohibiting tobacco use at the Town park that would carry a \$50 fine and giving the Town Marshal authority to escort the offender from the property.

Traci Latoz made a motion to approve Ordinance 2019-0703A, prohibiting tobacco and nicotine use within designated areas of the Town of Williamsport's Town parks. Jim Lanham seconded the motion. Voted and passed.

Jud Barce stated the sewer rate changes will be set to be discussed at the August 1<sup>st</sup> Council meeting.

Jud Barce discussed late filing on tax abatements. He suggested that a procedural letter be put together and mailed out to all entity's filing future tax abatements so late filing will no longer occur. If the tax abatement is not filed per the new procedure, then a waiver of non-compliance will have to be filed and a fee of \$250.00 to prepare the waiver of non-compliance will be assessed to the taxpayer. TMF, Accuburn, and MacProp need to have waivers of non-compliance done at this time. Jud Barce suggested the Town pay the cost to prepare the waivers of non-compliance this time around due to no procedure currently being in place.

Jim Lanham made a motion to accept Ordinance 2019-0703B, regarding filing procedures on tax abatements. Traci Latoz seconded the motion. Voted and passed.

Bill Lucas presented the Council with a flyer from an insurance company that wants to quote insurance prices for the Town.

Traci Latoz 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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Member

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Member