

Commissioners of Hebron
100 North Main Street
P.O. Box 299
Hebron, Maryland 21830

MINUTES

January 15, 2020

Pledge of allegiance to the flag was recited by everyone who was in attendance.

CALL TO ORDER

The commission was called to order at 7:02 pm by President Rick Dwyer with Commissioners Ron Ayres, Amelia Handy and Chester Sebald in attendance.

MINUTES

The minutes of December 4, 2019 meeting were presented. Commissioner Ayres made a motion to approve the minutes as presented. The motion was seconded by Commissioner Sebald. The motion was passed unanimously.

POLICE REPORT

1. None to Report

BUILDING PERMITS

1. Chester Sebald – 103 Culver Street, Hebron, Md. Permit #1162
MODIFICATION, for a 6 ft. stockade fence replacing chain link and
12x12 Shed vs 8x8 Shed on original application. Phone Vote:
RA/DH/RD
2. David Hooper – 305 E Lillian Street, Hebron Md. Permit #1235 12x6
Shed addition. Phone Vote: RD/CS/RA

OLD BUSINESS

1. Fiscal Accounts: General Banking/Credit Cards for Staff/Credit Cards Acceptance for Payment/Payroll Processing – President Dwyer presented the concept of changing the fiscal accounts to reduce risk to the town and streamline processes. Much discussion followed and it was agreed this was a first presentation and no vote would be taken.
2. Discussion of March/April schedule priorities: Census, Quarterly Water Bills, Election, Easter Parade – Town Manager Bellamy explained resources would be stretched the six weeks prior to the election. She asked for volunteers as current administrative staff was not experienced in either the Parade or the Election. In the discussion which followed: President Dwyer volunteered to work with state highway, the sheriff and fire departments; Commissioner Ayres volunteered to contact the school for staging, Commissioner Sebald volunteered to contact the Mardela Marching Band. Unanswered questions included sources for podium, speaker, sound system and coordination with Lion's Egg Hunt.
3. Requested approval of proposed letter to owner of 300 S Main showing violations – A draft letter listing complaints to the town and the sheriff was presented. It was decided that the Town Attorney would issue a cease and desist instead.

NEW BUSINESS

1. Discussion of Appointment of Colby Phippin to Planning Commission – Commissioner Ayres made a motion to appoint Colby Phippin to the Planning Commission in the place of John Burton who resigned. Commissioner Sebald seconded the motion and all voted in favor.
2. March 3, 2020 Water Tower Generator Kick-Off Meeting noon – President Dwyer announced the public meeting was scheduled to go over the purchase and installation of a back-up generator for the water tower.

OTHER

1. Tax withholding Federal W-4, Maryland 507 and Town of Hebron Emergency Contact Paperwork for 2020 – Commissioner Dwyer handed out the forms to the Commission and requested they be returned prior to payment of the January Commissioner's Checks.

2. Correspondence: - Commissioner Dwyer presented the following correspondence without significant comment from those present.
 - a. Chesapeake Employers Insurance Governance
 - b. Wicomico County Mosquito Control Retirement
 - c. Wicomico County quarterly work sessions
 - d. Comcast Rate Decrease
 - e. Wicomico EMS Emergency Contact
3. Commissioner Ayres asked about the timing for renewal of the electric contract.
4. Commissioner Sebald asked if Town Hall could become a cookie drop off site for the Millsboro American Legion next Christmas. There was no objection expressed.
5. Commissioner Ayres asked if the “Best Decorating” contest be brought back next year. There was no objection expressed.
6. President Dwyer announced that the Snow Flake decorations would be taken down 1/21/2020.
7. Commissioner Sebald asked about status of installing Military Flags to go on the poles similar to Mardela. President Dwyer stated he would follow up with Mardela.
8. Commissioner Sebald asked about status of Sustainable Growth funding opportunities.
9. Commissioner Handy stated the MML Conference was slated for June 28-July 1, 2020. She mentioned there would be a Golf Tournament and that there was a “Buyer’s Tuesday” event and she asked if administrative staff could attend. There was no objection stated. Ms. Handy added that she and Fiscal Accounts Tech, Melinda Stafford would be attending the ESAM Legislative dinner 1/21/2020.
10. Commissioner Ayres added that the LESMA monthly meeting was slated for 1/16/2020 at the Brick Room in Salisbury as the City was hosting.
11. John Parsons asked about Code Enforcement activities and commented it didn’t look as if “anything was being done.”
12. Dan Parsons wanted to know what was being done to improve the Verizon Cell service in town.
13. President Dwyer asked about the status of the acrylic seal ordered for the new conference table. Town Manager Bellamy explained the etching machine was lacking a part and it was expected prior to the next meeting.

APPROVE CHECKS

1-15-20 Commissioners Fund Bills Check Nos. 18096 - 18105

1-15-20 Sewer Fund Bills Check Nos. 6798 - 6804

Commissioner Ayres made a motion to approve the checks listed above for payment and the motion was seconded by Commissioner Sebald. The Motion was passed unanimously.

ADJOURNMENT

A motion was made by Commissioner Ayres to adjourn the meeting at 8:03 p.m. and the motion was seconded by Commissioner Sebald. The Motion was passed unanimously.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Amelia Handy".

Amelia Handy, Secretary