

**Commissioners of Hebron  
100 North Main Street  
Post Office Box 299  
Hebron, Maryland 21830**

**Minutes of the Commissioners of Hebron Regular Meeting As Held on  
Wednesday, August 18, 2021**

**Call to Order**

The Meeting was called to order at 6:00 p.m. by Commissioner President Rick S. Dwyer with Commissioner Amelia A. Handy, Commissioner Colby B. Phippin, Commissioner Chester M. Sebald, and Commissioner Michelle E. Bradley. The Pledge of Allegiance to the Flag was recited by all who were in attendance.

**Minutes**

The Minutes of the July 21, 2021 meeting were reviewed. A Motion was made by Commissioner Phippin to approve the Minutes. Commissioner Handy seconded the Motion. The vote was unanimous and the Chair voted Aye.

The Minutes of the June 16, 2021 meeting were reviewed. A Motion was made by Commissioner Phippin to approve the Minutes. Commissioner Handy seconded the Motion. The vote was unanimous and the Chair voted Aye.

**Police Report**

The Police Report was presented by Deputy Aaron M. Handy. He has been a Deputy for two (2) years and has lived in Hebron for eight (8) years. He reviewed a list of incidents of various kinds and advised of an increase of thefts from backyards and sheds. As for bicycle thefts, he advised to put an identifying sticker on the bike or etch something unique on the bike.

**Building Permits**

Building Permit #1285 was for Joe Scholl at 527 North Main Street for new roof shingles. The Commissioners had previously held a phone vote on this Permit, wherein Commissioners Dwyer, Bradley, and Phippin had voted to approve the Building Permit.

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Building Permit #1286 was for Edward Ritchings at 501 Chestnut Street for a Privacy Fence. The Commissioners had previously held a phone and email vote on this Permit, wherein Commissioners Dwyer, Bradley, and Sebald had voted to approve the Building Permit.

Building Permit # 1287 was for Kenneth Pick at 404 Peachtree Court for a sunroom addition. The Commissioners had previously held a phone and email vote on this Permit, wherein all five (5) Commissioners had voted to approve the Building Permit.

### **Old Business**

2. Code Enforcement Update – President Dwyer

President Dwyer advised that he was still working with the County for this. Other discussion included that if a resident calls a Commissioner concerning an issue, then the call should be routed through Mindy so that we can track the call and whatever issue it raised. If there will be an extension for the work to be done, it would come from Town Hall and not from individual Commissioners. Examples were discussed.

3. Community Clean-up Day – President Dwyer and Town Attorney Steve Cox

Steve Cox will be getting in contact with Chesapeake Waste and to schedule a Saturday in October (not October 30) for the containers to be dropped off and later collected.

1. Human Resources Manual – Melinda Stafford

Brandon of ADP gave a presentation by telephone of the Employee Handbook Wizard. Whatever is in the bundle that we get, is what we get. We cannot pick out just what we want or need. We can try it for a month and the contents will be available after a month, but if we downgrade, the other options will not be available. However, the material that was generated will remain available. Roy Geiser of TCM has also offered to prepare this sort of thing. Mindy will inquire of Roy to see what may be available and perhaps he can make a presentation.

### **New Business**

1. Shorescan Proposal – Ken Carlson

Ken Carlson made a presentation of what Shorescan can scan in all of our various documents and organize them. Over sixty (60) municipalities use them.

2. Water Treatment Plant – Jerry Kennedy

Jerry Kennedy gave a presentation about our Water Treatment Plant. The bottom line is that MDE wants us to upgrade and we have a 36 month deadline. They will not approve any more lagoons. Funding will be available for the upgrade. A Motion was made by Commissioner Handy to give the information to our engineers, Rauch, and for them to move forward in the Waste Water

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Plant upgrade. Commissioner Phippin seconded the Motion. The vote was unanimous and the Chair voted Aye.

### Other

1. Items for the Planning Commission

There was nothing to refer to the Planning Commission. However, a Motion was made by Commissioner Bradley to appoint John E. Holston, Jr. and Jason D. Morris to five (5) year terms and John T. Parsons, Amelia A. Handy, and Kirby H. Travers to three (3) year terms and David L. Hooper to a three (3) year term as an Alternate Member. Commissioner Sebald seconded the Motion. The vote was unanimous and the Chair voted Aye.

2. Hebron Lions

Allen Boecker, President of the Hebron Lions Club, advised that there had been an incident on the Hebron Lions field and it has been cleaned up. He also advised that the purpose of the Lions was to serve and asked what his club could do for the Town of Hebron. Various suggestions were made that he will take back to his Den.

3. Hebron Businesses

Commissioner-Bradley advised that Ribbon Cutting Ceremonies for new businesses were very important and to get information of them and the businesses out to the public. Commissioner Handy advised that she will work to get such announcements into Church Bulletins.

4. Town-Wide Yard Sale

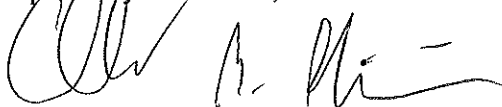
Commissioner Sebald advised that Commissioner Bradley will be coordinating the Town-Wide Yard Sale.

A Motion was made by Commissioner Handy and seconded by Commissioner Phippin to approve the checks. The Motion was passed unanimously and the Chair voted Aye.

### Adjournment

A Motion was made by Commissioner Handy and seconded by Commissioner Sebald to adjourn the meeting. The Motion was passed unanimously and the Chair voted Aye. The meeting was adjourned at 8:37 p.m.

Respectfully Submitted,



Colby B. Phippin, Secretary