

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

MINUTES

June 3, 2020

CALL TO ORDER

The commission was called to order at 7:00 pm by Vice President David Hooper with Commissioners Ron Ayres and Amelia Handy in attendance. Pledge of allegiance to the flag was recited by everyone who was in attendance.

MINUTES

The minutes of May 20, 2020 meeting were presented. Commissioner Handy made a motion to approve the minutes as presented. The motion was seconded by Commissioner Ayres. The motion was passed unanimously.

POLICE REPORT

1. Vice President Hooper presented reports for April from the Wicomico County Sheriff's Department.

BUILDING PERMITS

1. Susan Garner – 108 E. Lillian St, Permit #1250, replace existing fence with extension. Commissioner Handy made the motion to approve the building permit as presented. All voted in favor.

OLD BUSINESS

1. Second Water Improvements Estimate – Four companies were contacted. Two could not do the whole job. Shorerite was at \$10,019 and Tieder

was estimated at \$17,555. Commissioner Handy made the motion to select Shorerite for the work. It was seconded by Commissioner Ayres. All voted in favor.

2. Vote to accept Resolution to Increase Commissioner's pay by \$25/month beginning 7/1/2020. Town Attorney, Steve Cox stated the increase would not be effective until 7/1/2021 as a public hearing was required by statute. The public hearing will be held 6/17/20 at 7:10 pm. Postings and advertising to follow. Commissioner Handy made the motion to proceed. Commissioner Ayres seconded the motion. All voted in favor.
3. Vote to select A/E Firm for \$1.34M Water Storage Project – Through lack of a motion, Vice President Hooper passed the gavel to Commissioner Handy and made the motion to select Rauch, Inc. as the A/E firm to manage the Water Storage Project. Commissioner Ayres seconded the motion. All voted in favor and the gavel was returned to Vice President Hooper for the remainder of the meeting.
4. Vice President Hooper followed up on the sidewalk width to accommodate disabled which was brought up in previous meetings by Mitchell Parks. Mr. Hooper stated he had gone out there with MDOT and that although the sidewalks were to 36" specifications, it would be better to have wider sidewalks to accommodate wheelchairs and motorized vehicles.

NEW BUSINESS

1. Residential Trash Collection and Disposal RFQ – Vice President Hooper stated that this November the trash contract was up for renewal. General consensus it that due to complaints it was time to reevaluate.

OTHER

1. Election
 - a. Candidates posted 5/28/20 - Announced
 - b. Pick up Voter Roll 6/4/20 - Announced
 - c. Board of Elections notified of Election Judge Payment Increase

Marble and Pat McAlpin would serve as Election Judges with David Hooper as alternate. Commissioner Ayres seconded the motion and all voted in favor.

2. HUR Funding reduced to \$52,536.87 for FY20 - Announced
3. Witzke Invoice approval question was raised as there was no estimate provided and that the invoice was not adequate as there was no address, breakdown of time, fee or materials. Commissioner Handy made a motion to pay the invoice once the details had been provided. The motion was seconded by Commissioner Ayres and all voted in favor.
4. ADP
 - a. Payroll Electronic Signature Authorization – Tabled
 - b. Electronic Timekeeping vs Clock – A motion was made by Commissioner Handy to begin Electronic Timekeeping with ADP beginning 7/1/20 unless there was an objection by either absent Commissioner prior to 7/1/20. The motion was seconded by Commissioner Ayres. All voted in favor.
5. Code Enforcement – Commissioner Ayres asked that Code Enforcement be contacted about the many properties in town which have not been keeping their lawns cut to code.
6. Additional Service Truck for W/WW – Town Manager brought up the request for an additional truck for the town making a total of four. No action was taken.
7. Vice President Hooper asked the Town Attorney about property bequeathed to the Town outside town limits on either Waller or Jersey Road. Steve Cox to research.

APPROVE CHECKS

6-03-20 Commissioner Payroll	Check Nos. 50001-50005
6-03-20 Commissioner Fund Bills	Check Nos. 18278-18281
6-03-20 Sewer Fund Bills	Check Nos. 6856-6860

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

ADJOURNMENT

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

Respectfully Submitted,

A handwritten signature in cursive script that reads "Amelia Handy". The signature is written in black ink and includes a long, sweeping horizontal flourish extending to the right.

Amelia Handy, Secretary