

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

**MINUTES**

October 16, 2019

**CALL TO ORDER**

At 7:00, the Pledge of Allegiance to the flag was recited by everyone who was in attendance.

The meeting of the Hebron Town Council was called to order at 7:02 p.m. by President Rick Dwyer with Commissioners David Hooper and Chester Sebald in attendance.

**MINUTES**

The minutes of September 18, 2019 meeting were presented. Commissioner Hooper made a motion to approve the minutes as presented. The motion was seconded by Commissioner Sebald. The motion was passed unanimously.

**POLICE REPORT**

In lieu of a Report, a 32 page “Calls for Service” Hebron 7/1/19-9/24/19 was submitted for review.

**BUILDING PERMITS**

1. None to Report

**OLD BUSINESS**

1. 300 S. Main – Loud Parties continue, Chairman Dwyer commented there were two citizens called Sheriff. He added there had been a discussion

- with the owner 10/16/19 and the owner understood further action pertaining to potential breach of the rental contract may be pursued.
2. Rockawalkin UMC Proclamation was not completed. Commissioner Hooper to follow up with Attorney Cox to prepare the Proclamation for the event scheduled for 11/26/19.
  3. It was reported that the \$100,000+ MEMA Request for Generator Funding with FEMA with formal request and ability to utilize 75/25 matching finding.
  4. It was reported that the formal hard copy FEMA approved Hebron NFIP was received by the town. Attorney Cox and President Dwyer asked to have a scan of the document e-mailed to them.
  5. It was reported that Rauch, Inc. SWM Final/Revised Study deliverables forwarded to DNR.
  6. MDE Funding of \$1.34M for the new water tower was approved and a letter stating the town is willing and able to utilize the funds was sent by town representative RAUCH, Inc.
  7. Commissioner Hooper stated he had drawings of the new Commissioner's Table ready. He estimates \$500 in materials would be needed and will present at a future meeting.
  8. Commissioner Hooper recommended getting pricing for fuel from several Oil companies as Taylor Oil had been the only provider for years. Commissioner Sebald asked about progress on the upgrading of the heating system in Town Hall. Discussion followed.
  9. Commissioner Sebald mentioned the Train Depot Car Show was slated for 10/26. Commission President Dwyer asked if the sign could be moved back to improve visibility.

## **NEW BUSINESS**

- 1) Julie Bellamy mentioned Safety Resources had several suggestions for Town Hall which the current staff was reluctant to perform. She requested a professional electrician and current vendor, Tony's Electric be contacted to correct those suggestions, which was approved.
- 2) Commissioner Dwyer presented a Westside Intermediate request for community service ideas/assistance. It was suggested that they be referred to Commissioner Sebald for Train Depot projects.
- 3) Fiscal Accounts Tech Melinda Stafford discussed the "Town of Hebron" Facebook enhancement and requested it be assigned "Official" status. In the

discussion which followed, a second “Hebron Md.- Locals” was created by individuals other than Town Commissioners/Staff having administrative rights.

- 4) Commissioner Dwyer brought up a Planning Commission issue where there had been chronic problems getting a quorum. Discussion followed with a notation that the Secretary would be in training through February 2020. Attorney Cox gave an update on progress of the Planning Commission. He stated they were evaluating the IPM and IBC codes. They were also discussing Landlord Licensing and had tasked staff with compiling a spreadsheet to include Property Address, Owner’s name, address and phone numbers, Zoning District, Tax ID, Plat, Parcel number, SDAT information and tenant’s contact information for all properties within town limits. Much discussion followed.
- 5) Commissioner Hooper asked about curb appeal progress, particularly with the chronic problem with the Barbara Avenue property.

## **OTHER**

- 1) Melinda Stafford reported on progress in the Accufund financial process realm. She has developed an audit enhancement process with checks and balances between AP, AR and deposits, established vendor files for proposals and tax information and blended the Real Estate and Utility Billing files so one screen which will show all history and status for each property. She also reported on the Certificate of Destruction for shredding; records disposal and retention. Discussion surrounding credit card payment acceptance followed.
- 2) Commissioner Dwyer announced the recent aerator purchase for the wastewater facility had been successfully installed.
- 3) Angela Dreamer, an elected official from Mardela addressed the commission to request support to get improvements to the Mardela Middle and High School on the Wicomico County agenda. General consensus was to support the initiative.
- 4) Ms. Dreamer also brought up the poultry tank discussion which was proposed for outside Hebron Town Limits.

## **APPROVE CHECKS**

10-16-19 Commissioners Fund Bills    Check Nos. 17986-17995  
10-16-19 Sewer Fund Bills            Check Nos. 6768-6771

Commissioner Hooper 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 Sebald to adjourn the meeting at 8:45 p.m. and the motion was seconded by Commissioner Hooper. The Motion was passed unanimously.

Respectfully Submitted,

Chester Sebald, Assistant Secretary/Treasurer