

**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, December 6, 2023**

Call to Order

The Meeting was called to order at 6:00 p.m. by Commissioner President Colby B. Phippin, with Commissioners Amelia A. Handy, Kenneth L. Pick, Chester M. Sebald, and David L. Hooper present. The Pledge of Allegiance to the Flag was recited by all who were in attendance.

Agenda

Commissioner Hooper made a Motion to approve the Agenda, which was seconded by Commissioner Sebald. The vote was unanimous and the Chair voted Aye.

Minutes

The Minutes of the November 1, 2023 meeting were reviewed. A Motion was made by Commissioner Pick to approve the Minutes. Commissioner Hooper seconded the Motion. The vote was unanimous and the Chair voted Aye.

The Minutes of the November 15, 2023 meeting were reviewed. A Motion was made by Commissioner Hooper to approve the Minutes. Commissioner Pick seconded the Motion. The vote was unanimous and the Chair voted Aye.

Building Permits

There were no Building Reports.

Treasure's Report: Audit Procedure – Reconciliation Update, Approval of Checks

Commissioner President Phippin will sign the checks for the auditors. Commissioner Hooper asked about the \$960 check for Christmas Lights. Apparently, that amount also covered new electrical boxes and repairs for existing boxes, which is what made the cost so high. Commissioner Hooper made a Motion to approve the checks. Commissioner Sebald seconded the Motion. The vote was unanimous and the Chair voted Aye.

Police Report

Captain Rich Wiersberg and Lieutenant John Alessandrini of the Sheriff's Department gave the Police Report. They indicated that it was mostly quiet around the Town of Hebron, with the exception of the shooting on North Main Street on November 7. The investigation showed that the shooters were not looking for the residents of the house where the shooting took place. They also talked about the new Sheriff's building and how that it is coming along well. They reported that there are ten (10) openings in the Department. There are four (4) officers ready to start their work as deputies and five (5) deputies ready to retire. When it came to gang related shootings, it appears that it is an issue of Eastside versus Westside.

Old Business

1. RFP Wastewater Treatment plant

Commissioner Present Colby B. Phippin advised that we follow the State's recommendation as to advertising the Request for Proposal ("RFP"). It will be in the newspaper (The Daily Times) and the State's eMaryland Marketplace Web Site, <https://emma.maryland.gov/page.aspx/en/usr/login?ReturnUrl=%2fpage.aspx%2fen%2fbuy%2fhomepage>. Town Clerk Melinda J. Stafford and Town Attorney Steve Cox will coordinate the publications.

New Business

1. Quote for Commissioner Jackets

Commissioner President Phippin advised that we received a quote for the jackets. Gardner Signs quoted a Navy Blue Jacket in various price ranges from starting at \$50. Commissioner Pick indicated that he thought that we should get some samples to see about sizes. After some discussion, Commissioner Hooper made a Motion to purchase the jackets, assuming the sizes will work for everyone. Commissioner Sebald seconded the Motion. The vote was unanimous and the Chair voted Aye.

2. Online Payment Website

The Town Clerk advised that a member of the Town had come into the Town Office and said that we had the ability to receive online payments, which she obviously knew nothing about since the Town does not offer online bill pay. After she looked into the matter, it appears that a website known as doxo.com had listed Hebron as a Town to which someone could pay various bills. Apparently, the website doxo.com has the Town of Hebron listed as a recipient for their online bill pay system and this resident. A check was eventually sent to Hebron via USPS but not until the resident's water was about to be cut off due to non-payment. After some discussion,

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Commissioner Pick made a Motion to ask doxo.com to remove Hebron from their website. Commissioner Sebald seconded the Motion. The vote was unanimous and the Chair voted Aye.

3. Municipal Software Package

Commissioner Pick advised that he was reviewing AccuFund, our Municipal Software Package. He compared our software to what is used in Seaford and while it seems to be a better program, it is more expensive than our current package. There will be a telephone meeting on Friday, December 8, 2023 with Mindy, Robin L. Hill, Commissioner President Phippin, and Commissioner Pick to talk to AccuFund.

4. Christmas Lights

A discussion was held concerning the Christmas Lights. In order to put them up, we have always hired a company with a lift truck to put them up because Hebron has no lift truck. It may be useful for the Town to invest in a good used lift or perhaps a tow-behind lift could do the job. Commissioner Pick advised that Clyde Church of the Public Works Department indicated that perhaps Sharptown would be interested in going in with Hebron to purchase a lift of some sort. Commissioner Hooper will get some quotes on some used units. Commissioner Pick suggested that we keep the lights up and on until the end of January, 2024.

5. If I were a Mayor Contest

Commissioner Handy advised that the Annual "If I Were Mayor" Essay Contest is coming up and we should make a presentation at Westside Intermediate. After some discussion, Commissioner President Phippin advised that he would contact the school.

6. Christmas Bonuses

A follow-up discussion was held concerning the Closed Meeting that happened just before this Regular Meeting., Commissioner President Phippin advised that the meeting was about the Christmas Bonuses for the employees of the Town and members of the Planning Commission and members of the Recreation. Committee. After some discussion, Commissioner Hooper made the following Motion:

\$200 Bonus given to each of the four (4) fulltime staff, meaning Mindy, Robin, Clyde, and Jimmy

\$100 Bonus given to Jerry

\$50 Bonus given to each member of the Planning Commission as a VISA Gift Card – 5 total

\$25 Bonus given to each member of the Recreation Committee as a VISA Gift Card – 6 total

\$200 Bonus given to the Town Attorney

Commissioner Handy seconded the Motion. The vote was unanimous and the Chair voted Aye.

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Public Comment

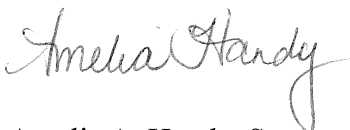
1. Julie Jones (accompanied by her son Zach Jones) asked about getting money from either ARPA or the Façade Program to get a new roof on the building owned by her mother, Ruth Via-at 105 East Walnut Street. She received a quote from BMD Construction for \$12,500.00 for a new roof. Commissioner Handy indicated that she was speaking from a humanistic point of view and said that we should pay it. Commissioner Sebald said that there really is not much that the Commissioners could do. It was pointed out that the ARPA Application had been turned down in the November 1, 2023 Regular Meeting of the Commissioners. The Owner was not living on the property and while Julie was living there, her name is not on the property deed and the property has no homeowner's insurance. In addition, our consultant, John O'Conner had advised to not accept the application. If the Façade Program is used, then it will only fund the front portion of the roof and not any other part of it. After some discussion, Commissioner Hooper made a Motion that the project not go through the ARPA funds and that they can re-apply through the Façade Program and be subject to all of the Façade Program requirements. Commissioner Sebald seconded the Motion. The vote was Commissioners Hooper, Sebald, and Pick in favor of the Motion. Commissioner Handy voted against the Motion. Commissioner President Phippin voted in favor of the Motion. Therefore, the Motion passed.

Adjournment

Commissioner President Phippin advised that there would not be a second Regular Meeting in December.

A Motion was made by Commissioner Handy and seconded by Commissioner Pick to adjourn the meeting. The Motion was passed unanimously and the Chair voted Aye. The meeting was adjourned at 7:22 p.m.

Respectfully Submitted,



Amelia A. Handy, Secretary