

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

**MINUTES**

December 4, 2019

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

**CALL TO ORDER**

The commission was called to order at 7:00 pm by Vice President David Hooper with Commissioners Ron Ayres and Amelia Handy in attendance.

**MINUTES**

The minutes of November 6, 2019 meeting were presented. Commissioner Ayres made a motion to approve the minutes as presented. The motion was seconded by Commissioner Handy. The motion was passed unanimously.

**POLICE REPORT**

1. None to Report

**BUILDING PERMITS**

1. None to Report

**OLD BUSINESS**

1. Mr. John Verrill reiterated the continuing problem with loud parties at 300 S Main Street.

## **NEW BUSINESS**

- 1) Commissioner Hooper brought up the “If I were Mayor I Would...” essay contest through MML. During discussion, it was decided to continue the practice as in years past and that Commissioner Handy would support President Dwyer’s lead in the effort in 2020.

## **OTHER**

- 1) Roy Geiser and Megan Singleton attended the meeting from Trice, Geary & Meyers to formerly present the FY19 Audit Report. Mr. Geiser went over the documents thoroughly. He referenced the Financial Report for year ending June 30, 2019, “ In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Town as of June 30, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.”
- 2) Amy Brandt from Accounting Strategies Group gave an overview of the 1<sup>st</sup> Quarter Budget. Her summary indicated we were right on target with 25% of budget expenditures coming in on most line items. The only anomalies were because of annual billing for some expenditures.
- 3) Commissioner Hooper reported on results from the previous month’s closed meeting. He stated that the staff would receive Christmas Bonus in the amount of \$200 each for administrative staff and \$250 each for the utilities staff. A motion was made by Commissioner Ayres to approve the bonus, seconded by Commissioner Handy and all voted in favor.
- 4) Commissioner Hooper reported that both utilities staff needed to be out from December 26 through the end of the year and that a back up operator was needed. It was recommended by staff that Mr. Wayne Witzke work on an hourly basis as a contractor covering for the staff while both were out in December and would remain available as back up in the case the Town needed him in the future. Mr. Witzke is a Hebron resident and is Class 5 Certified.

## APPROVE CHECKS

12-04-19 Commissioners Fund Bills	Check Nos. 18039-18047
	18052-18059
12-04-19 Sewer Fund Bills	Check Nos. 6783-6786

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 Ayres to adjourn the meeting at 7:34 p.m. and the motion was seconded by Commissioner Handy. The Motion was passed unanimously.

Respectfully Submitted,



Amelia Handy, Secretary