

**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, May 5, 2021**

**Call to Order**

The Meeting was called to order at 6:00 p.m. by Commissioner President Rick Dwyer with Commissioner Handy, Commissioner Sebald, and Commissioner Colby Phippin present. The Pledge of Allegiance to the Flag was recited by all who were in attendance.

**Minutes**

The minutes of the April 21, 2021 meeting were presented. Commissioner Sebald made a Motion to approve the Minutes as presented and was seconded by Commissioner Phippin. The Motion was passed unanimously and the Chair voted Aye.

**Police Report**

There was no Police Report.

**Building Permits**

Building Permit # 1276 was for Roy Marble to repair his roof and replace trusses. There had previously been a phone vote in which Commissioners Dwyer, Handy, and Phippin approved the Permit. At the Commissioners Meeting, a Motion was made by Commissioner Phippin and seconded by Commissioner Handy to approve the Building Permit. The Motion was passed unanimously and the Chair voted Aye.

Building Permit # 1277 was for Carmella Gibson for the installation of a 6' vinyl fence at 100 Maryland Avenue. A Motion was made by Commissioner Sebald and seconded by Commissioner Phippin to approve the Building Permit. The Motion was passed unanimously and the Chair voted Aye.

Building Permit # 1278 was for Rick and Nancy Baker for the installation of a cover of their 10'x20' deck at 100 Trina Street. A Motion was made by Commissioner Sebald and seconded

## Commissioners Regular Meeting Minutes of May 5, 2021

by Commissioner Phippin to approve the Building Permit. The Motion was passed unanimously and the Chair voted Aye.

### New Business

1. Swearing in of Commissioners – Steve Cox

Town Attorney, Steve Cox, swore in the newly elected Commissioners who are Amelia Handy, Chester Sebald, and Michelle Bradley. All three (3) newly elected Commissioners recited the Commissioners' Oath of Office.

2. Commissioner Titles.

Town Attorney, Steve Cox, then opened the floor for nominations for the office of President of the Commissioners. Commissioner Sebald nominated Commissioner Dwyer and Commissioner Phippin seconded the nomination. The nominations were then closed and a vote was taken. The Commissioners were unanimous in electing Commissioner Dwyer as President of the Commissioners of Hebron.

Town Attorney, Steve Cox, then opened the floor for nominations for the office of Vice President of the Commissioners. Commissioner Sebald nominated Commissioner Handy and Commissioner Dwyer seconded the nomination. The nominations were then closed and a vote was taken. The Commissioners were unanimous in electing Commissioner Handy as Vice President of the Commissioners of Hebron.

Town Attorney, Steve Cox, then opened the floor for nominations for the office of Secretary of the Commissioners. Commissioner Sebald nominated Commissioner Phippin and Commissioner Handy seconded the nomination. The nominations were then closed and a vote was taken. The Commissioners were unanimous in electing Commissioner Phippin as Secretary of the Commissioners of Hebron.

Town Attorney, Steve Cox, then opened the floor for nominations for the office of Treasurer of the Commissioners. Commissioner Dwyer nominated Commissioner Sebald and Commissioner Handy seconded the nomination. The nominations were then closed and a vote was taken. The Commissioners were unanimous in electing Commissioner Sebald as Treasurer of the Commissioners of Hebron.

Town Attorney, Steve Cox, then opened the floor for nominations for the office of Assistant Secretary/Treasurer of the Commissioners. Commissioner Handy nominated Commissioner Bradley and Commissioner Sebald seconded the nomination. The nominations were then closed and a vote was taken. The Commissioners were unanimous in electing Commissioner Bradley as Assistant Secretary/Treasurer of the Commissioners of Hebron.

Town Attorney, Steve Cox, then returned the gavel to Commissioner Dwyer.

## Commissioners Regular Meeting Minutes of May 5, 2021

### 3. Accounting Update – Amy Brandt

Amy Brandt reviewed the third Quarter Budget figures with the Commissioners and a discussion ensued. Eventually it was decided that there would be a Budget Workshop on Wednesday, May 12, 2021 at 5:00 p.m. and a Public Hearing on the Budget on Wednesday, June 16, 2021 at 6:15 p.m.

### 4. IIMC Clerks Membership – Melinda Stafford

Melinda Stafford explained about becoming a Certified Municipal Clerk. The dues would be \$175.00 per year and that would include classes and materials for on-line study and self-paced study. After some discussion, a Motion was made by Commissioner Handy and seconded by Commissioner Bradley to approve the expense and for Melinda Stafford to join the Certified Municipal Clerk. The Motion was passed unanimously and the Chair voted Aye.

### 5. Community Cleanup Day – Commissioner Sebald

Commissioner Sebald brought up and discussed the Community Cleanup Day. Commissioner Dwyer will contact the County to find out when the County can bring the dumpsters to the Town. The dates of June 12 or 26 were proposed as possible days. No other action was taken.

### 6. Farmers Market – Commissioner Sebald

Commissioner Sebald brought up and discussed the Farmers Market. There was a general discussion concerning the Market. Commissioner Sebald spoke with Kenny Robbins about organizing the Market. It is set to start on Sunday, June 6, 2021 and is to be from 11:00 a.m. to 2:00 p.m. Produce, crafts, and some vendors are expected, but it will not be in a flea market style of market. It will be free for the vendors to set up, who would have to bring their own organizational materials and then they would take their stuff and trash when the day is over. Everyone who is interested should contact Chester. Food Trucks might be there. Signs were discussed and it was thought that five (5) signs would be adequate, with one (1) at each entrance to the Town and one (1) at the Town Hall. It was agreed that Commissioner Bradley would handle the advertising. Possible sources for the signs are Signs By Tomorrow and Gardner Signs.

## Other

### 1. Telephone Poles.

Commissioner Sebald brought up this subject concerning the placement of banners on the various telephone poles. It was brought up that of the various poles, some are owned by DP&L and some are owned by Verizon.

## Commissioners Regular Meeting Minutes of May 5, 2021

### 2. Code Enforcement.

Commissioner Sebald brought up this subject concerning the Code Enforcement. Commissioner Dwyer advised that he is still working for and waiting to get County approval.

### Old Business

#### 1. Fence Discussion – Quote from Ernie Davis?

We do not yet have a quote from Ernie Davis for the fence at 208 North Main Street. Clyde will be getting a quote for the mechanized gate. The gate will need to be a chain link fence because of weight and the gate will need to be the kind that cannot be seen through. Clyde advised that some office furniture can be obtained from Downs Associates who are getting rid of some office furnishings. Additionally, it was noted that DP&L will be turning on the power at the building soon.

#### 2. Water Tower Update – Pat O'Malley?

There was a discussion concerning the placement of the new water tower. Commissioner Dwyer will talk with Pat O'Malley.

#### 3. Commissioner Attendance & Terms – Steve Cox.

Town Attorney Steve Cox briefed the Commissioners about the concepts of enforcing the attendance of Commissioners and altering their terms from two (2) years to four (4). After some discussion, the consensus of the Commissioners was to take no action concerning either issue.

### Other (Continued)

3. TAP – Commissioner Sebald brought up this issue. Commissioner Phippin has reached out to Tracey Gordy of Maryland State Planning.

4. Sustainable Growth – Melinda Stafford brought up this issue. She advised the Commissioners that she had spoken with Tracey Gordy who would attend the next meeting of the Commissioners if she could make it.

### Old Business (Continued)

#### 4. RFP for Water Tower Recommendation.

Melinda Stafford updated the Commissioners about this issue. She and Robin Hill advised that the Commissioners had received two (2) proposals which are a proposal from First Shore Federal and a proposal from Hebron Savings Bank. After some discussion, Motion was made by Commissioner Sebald and seconded by Commissioner Handy to accept the Hebron Savings Bank proposal. The Motion was passed unanimously and the Chair voted Aye.

**Other (Continued)**

5. Commissioner Sebald brought up a suggestion that the Town should investigate using local shops and mechanics for maintenance for the Town trucks. Clyde pointed out that the Town has a good and valued relationship with Bunky of Vienna. He gives the Town priority when we need something done. No action was taken.

**Approval of Checks**

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

**Other (Continued)**

6. Commissioner Bradley asked if the Commissioners could get a Fire Report, similar to the Police Report that the Commissioners receive. A discussion was had and Melinda Stafford will see as to the possibility of getting such a report.

7. Clyde advised that he was approached recently by the Fire Chief. In December the Fire Department will have two (2) ambulances and the Chief was inquiring if the Town wanted to have one (1) of them. He was advised to get a proposal to the Commissioners.

**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 7:35 p.m.

Respectfully Submitted,



Colby Phippin, Secretary