

**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, October 19, 2022**

Call to Order

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

Agenda

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

Minutes

The Minutes of the October 5, 2022 meeting were reviewed. Commissioner Sebald made a Motion to approve the Minutes, which was seconded by Commissioner Handy. The vote was unanimous and the Chair voted Aye.

Police Report

There was no Police Report.

Building Permits

There were no Building Permits.

Old Business

3. Commissioner Vacancy - Commissioner President Phippin
Commissioner President Phippin advised that there are three (3) candidates who had applied for the opening on the Commissioners, due to Commissioner Bradley moving out of Town. The candidates are: Ken Pick, Kerry Abbott, and Mitchell Parks.

Commissioners Regular Meeting Minutes of October 19, 2022

The Commissioners first interviewed Ken Pick, via Zoom, voice only. Commissioner President Phippin and Commissioners Hooper and Handy asked questions of Ken, as did Town Clerk, Melinda J. Stafford.

Next, the Commissioners interviewed Kerry Abbott, who was available via telephone and eventually in person. Commissioner President Phippin and all of the Commissioners asked questions of Carey, as did Town Clerk, Melinda J. Stafford. Kyle Cole, a member of the audience and a resident of the Town, also asked Carey questions.

The Commissioners tried to interview Mitchell Parks next, but he was not present and did not answer his cell phone.

Kerry Abbott then arrived at the Meeting at approximately 6:31 p.m. and Kyle Cole asked him some questions.

After all the questions were posed and answered, a discussion among the Commissioners ensued about the Candidates. The Commissioners indicated that the choice was a difficult one. After more discussion, a Motion was made by Commissioner Sebald that Ken Pick fill the seat vacated by Commissioner Bradley. The Motion was seconded by Commissioner Hooper. The vote was unanimous and the Chair voted aye.

Ken Pick was sworn in as a Commissioner.

Other

1. Commissioner Hooper made a Motion that Commissioner Pick be added as a signatory to all of the bank accounts in Hebron Savings Bank. The Motion was seconded by Commissioner Sebald. The vote was unanimous and the Chair voted aye.
2. After some discussion, Commissioner Hooper made a Motion that Commissioner Handy be the Secretary of the Commissioners. The Motion was seconded by Commissioner Sebald. The vote was unanimous and the Chair voted aye.
3. Commissioner Handy suggested that Mitchell Parks be a Compliance Officer because he would like to do this for the Town and it would be a good place for him. It was pointed out that he is a Certified Lead Paint Inspector and a licensed Maryland Home Improvement Contractor (MHIC.) It was suggested that he could take care of Curb Appeal matters and Building Inspections. Commissioner President Phippin advised that he would ask Mitchell about that. It was also suggested that Commissioner President Phippin might be kept on as a second person to do that job.

Old Business

5. State Highway Update – Commissioner Hooper

Commissioners Regular Meeting Minutes of October 19, 2022

Commissioner Hooper advised that Ron from the State called him and they are going to do speed control today and tomorrow. Ron said that he did talk to a State Police Sargent about the situation and that there are speed limit signs for 30 mph that are larger and with reflectors. Tomorrow, Commissioner Hooper will call about Main Street.

[At 6:51 p.m. Mitchell Parks arrived at the Meeting and advised that he thought that the Meeting started at 7:00 p.m.]

Commissioner Hooper advised that he was still working on the speeding situation. Kyle Cole asked about putting a bigger Speed Limit sign on Levin Dashiell Road and suggested that we contact the County Roads Department. Commissioner Handy advised that the State Police regularly sit in her Church's parking lot.

1. Town Website Update – Town Clerk, Melinda J. Stafford

Mindy advised that Inacom updated the website. We can send the Minutes or anything else to go on the Website to Inacom and they will post them. Hunter, of Inacom, now has more people who can do things for him. Already posted is information about Building Permit Applications, fire pits as well as a listing of Past Presidents and Water Quality Reports.

2. Fire Department Billing – Commissioner President Phippin

Commissioner President Phippin advised that he had a discussion with the Hebron Fire Department about billing them. Their understanding was that they would not be billed for water/sewer/front footage. The Commissioners still have to collect the Bay Restoration Fee. Commissioner Hooper advised that he felt that they should not have to pay anything and made a Motion that the Hebron Fire Department not be billed for anything other than the Bay Restoration Fee. The Motion was seconded by Commissioner Sebald. The vote was unanimous and the Chair voted aye.

6. Hebron Fire Department and the \$15,000 Donation - Town Clerk, Melinda J. Stafford

Mindy advised that we need an Application from the Hebron Fire Department for the Commissioners' \$15,000 donation to them that was made from the ARPA Funds. There are now stronger guidelines on the use of the Funds with which we need to comply. The consensus is that we need an Application and we need to have a Workshop to develop it. Mindy found a specialist for this and advised that there will be a meeting the next day (October 20, 2022) at 10:00 a.m. Most of the Commissioners advised that they would try to attend it.

4. Chestnut Street Issues / Highway User – Commissioner President Phippin

Commissioner President Phippin discussed issues regarding Chestnut Street as well as Elm, Howard, Grove, and Downing Streets. Measurements had been taken regarding the paving of everything between Chestnut and Walnut Streets. Our Engineer, Rauch, will look at what

Commissioners Regular Meeting Minutes of October 19, 2022

Commissioner President Phippin gave them and will advise as to what to do regarding the draining and paving. The prep work to finalize all of this can be paid for by Highway User Funds, of which we have in the approximate amount of \$200,000. Kerry Abbott asked where the drainage will go and talked about the issue of widening Walnut Street. Commissioner Hooper advised that people park on the street, but we need them to park in their driveways to lessen the problems of the narrowness of the street. Commissioner President Phippin advised that the drainage concept is to drain the water to a low spot and then let it permeate into the ground. He will email Bob Rauch about the issues and with the information.

7. Water Tower - Commissioner President Phippin

Commissioner President Phippin advised that at the last County Council Meeting, the members of the County Council passed the proposition that the County will give the acre of land and the right-of-way to Hebron. When the proposal was presented at the County Council Meeting, there was no public comment about it.

New Business

1. LIHWAP – Low Income Household Water Assistance Program – Commissioner President Phippin and Town Attorney Steve Cox

Town Attorney Steve Cox advised that he had reviewed the proposed Agreement between the Town and the State. He advised that he had sent a large number of questions to the State and was waiting for a response from the attorneys for the State. Commissioner Hooper advised that there are several places where people can go for help, such as MAC, ShoreUp, and local Churches.

2. Holiday Events

A flyer has gone out from the Recreation Commission concerning their Trim-The-Tree event. It will also involve the Town's Tree at the Train Depot. It will be on Saturday, November 26, 2022 at 6:00 p.m. They are asking for everyone to come out and trim the tree. Commissioner Pick advised that the tree is somewhat more expensive, but it is a sturdier tree made with square metal tubing, which should hold up in the wind. Commissioner Handy advised that there will be coffee and cocoa and asked that the Town have the Christmas Lights up by then. Commissioner Hooper said that perhaps the Hebron Fire Department could be asked to help with the lights. Commissioner Handy asked if the Hebron Fire Department could coordinate with us. Commissioner Pick asked Commissioner Sebald if he could get Santa Clause to come again this year and he informed the group that there should not be a problem with that.

Commissioner Handy advised that the lighting contest will be November 16 – December 9. Gift Cards will be given out. The Judging will be done by other Mayors of various Towns in the area and that four (4) calls have gone out. There will be two (2) divisions, Traditional and Whimsy. The winners will be announced on the Town's Facebook page on December 14, 2022.

Commissioners Regular Meeting Minutes of October 19, 2022

3. Municipal Government Works Month - Commissioner President Phippin

Commissioner President Phippin suggested that pictures of the Commissioners and staff be put on the Town's Facebook page. We should also do the Meet Your Commissioners event and each Commissioner can do a day or evening each. It may be able to be done at the Pizza Place. Commissioner Handy advised that at the November 16 Meeting there will be cupcakes and people will be invited to come and watch the Commissioners in action. She has been nominated to once again be this year's Chairman of the Summer Conference of MML. She had been given a clock as a gift for her service as the Chairman. She donated that clock to the Town Hall.

Someone will need to go to the School to talk about, "If I were Mayor" The presentation will be given to Fourth Graders. The talk is about Municipal Government and what it is like to be a Municipal Officer. The Fourth Graders will then write an essay about that. The essays will go to MML, which will then pick the best of the essays.

4. Jerry Kennedy's Contract

There was a discussion concerning Jerry Kennedy's contract and the fact that he cannot use the Town's tools or vehicle. Problems with that have come up since Clyde Church's heart attack and subsequent inability to work for a long time. Commissioner Hooper made a Motion that Jerry Kennedy's contract be revised to reflect that he can use the Town's tools, equipment, and vehicles. The Motion was seconded by Commissioner Sebald. The vote was unanimous and the Chair voted aye.

Old Business

8. Update on Scanning of Town Documents

Since Ken Carlson, of Shorescan, died, his wife has taken over the business. She will be down to the Town to get things moving again. We are up-to-date as of 2017 and are scanning as we can. Old maps are not yet scanned. Ken was going to bring a large scanner to do that scanning, but he died before that could happen.

9. Car Show – Commissioner Sebald

Commissioner Sebald advised that this year will be the 15th Annual Hebron Car Show. They need donations of money, door prizes, and time. It will take place on October 29, 2022. Registration will be at 9:00 a.m. and the show will be from 10:00 a.m. to 3:00 p.m., with trophies awarded around 2:30 p.m. They are down a couple of people from past years and are looking for volunteers. Commissioner resident Phippin will ask Epoch and see if any of their kids can volunteer. Commissioner Pick advised that there will be Painting for Pumpkins and Face Painting. There will be lots of vendors there for food, baked goods, and crafts. A Town-wide Yard Sale will also be going on.

Commissioners Regular Meeting Minutes of October 19, 2022

Public Comment

1. Kyle Cole

Kyle Cole advised that tomorrow night, October 20, 2022, there will be a County Council Forum at Salisbury University. It will be a moderated Meet & Greet with the Candidates from 6:00 p.m. to 7:30 p.m. The first 45 minutes will have prepared questions and the last 45 minutes will take questions from the audience. It will be recorded by PAC 14.

He then commended the Commissioners and the Public Works Department on their handling of the Water Tower and how we went from 300,000 gallon tank to a temporary 10,000 gallon tank. Everything is complete and the 10,000 gallon tank is now gone.

Checks

Commissioner Handy made a Motion to approve the checks. Commissioner Sebald seconded the Motion. The vote was unanimous and the Chair voted Aye.

Adjournment

A Motion was made by Commissioner Handy and seconded by Commissioner Hooper to adjourn the meeting. The Motion was passed unanimously and the Chair voted Aye. The meeting was adjourned at 7:52 p.m.

Respectfully Submitted,



Amelia A. Handy, Secretary