

**Commissioners of Hebron  
100 North Main Street  
Post Office Box 299  
Hebron, Maryland 21830**

**Minutes of the Commissioners of Hebron Closed Meeting As Held on  
Wednesday, January 5, 2022**

**Call to Order**

The Meeting was called to order at 5:03 p.m. by Commissioner President Amelia A. Handy, with Commissioners Chester M. Sebald, Colby B. Phippin, and Michelle E. Bradley present. The Pledge of Allegiance to the Flag was recited by all who were in attendance.

**Motion to Close the Meeting**

At 5:04 p.m. Commissioner Sebald made a Motion to go into a Closed Meeting for personnel reasons, which was seconded by Commissioner Phippin. The vote was unanimous and the Chair voted Aye.

**Business**

1. Jerry Kennedy

Commissioner President Handy advised that Jerry Kennedy will be leaving by February 3, 2022. We need a superintendent to sign off on the various forms, which are at least one (1) per week. Commissioner President Handy advised that she asked if he would stay for at least a week longer and Jerry said yes. A discussion was had about whether insurance will cover whoever the temporary person would be and it was made known that if the person was an employee, then yes, but not if the person was a consultant. Salary was discussed, but no decision was made. As of February 3, 2022, the Town will not be paying Jerry's Health Insurance Premiums, he will be paying those. A proposal was made the Town pay the difference between what he was paying and whatever new Health Insurance Premiums that he may have to pay. Jerry just applied for his Operator's License and will be applying for his Superintendent's License. The Town will pay for that new application. In any event, Clyde Church will need a helper.

The Commissioners discussed the need to get out an Ad with a description and an Application. The Ad will be for a Water and Waste Water Operator. Commissioner advised that she has the information that Salisbury has and she will send it to Mindy Stafford, Town Clerk, and then Jerry and Clyde can add or subtract from that. After we receive the applications, we can then have Interviews. We may start with a 30-day trial period, and the person can start February 1, 2022. The application will be the applicant's resume, not a formal one from the Town.

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The pathway will be for the Job Description will first come from Jerry and Clyde to Mindy, then to Amanda and Steve Cox, Town Attorney, then a final to Mindy and Steve. The Ad will be brief with instructions to ask the Town for the actual job description, which will be posted on the Town Website. The Ad will run in The Daily Times, the Washington Post, and the Baltimore Sun.

### Minutes

The Minutes of the November 17, 2021 Closed Meeting were reviewed. A Motion was made by Commissioner Bradley to approve the Minutes. Commissioner Sebald seconded the Motion. The vote was unanimous and the Chair voted Aye.

### Adjournment

A Motion was made by Commissioner Sebald and seconded by Commissioner Phippin to adjourn the meeting. The Motion was passed unanimously and the Chair voted Aye. The meeting was adjourned at 5:35 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Colby B. Phippin', written in a cursive style.

Colby B. Phippin, Secretary