

**COMMISSIONERS WORKSHOP MEETING  
MAY 16, 2011  
MINUTES**

The May Commissioner's Workshop Meeting was held in the Ridgely House on the above date at 7:00pm. President Dale Mumford; Anthony Casey, Commissioner; Diane Wojcik, Town Administrator; Robin Eaton, Director of Public Works; David Crist, Wastewater Superintendent; Stephanie Berkey, Clerk-Treasurer were attending. Also attending were Rick & Cathy Schwab, Gerald Sutton and Tim Gunderson.

After the meeting was called to order at 7:00pm a public hearing was held for the Community Development Block Grant Program Application SFY12. There was no opposition. Commissioner Casey made a motion to approve the applications for both the Fire Department and Maryland Avenue, Resolution No. 2011-03. President Mumford seconded. Passed. President Mumford signed the applications and the Statement of Assurances and Certification for the applications.

Tim Gunderson from the Ridgely Fire Department personally thanked Diane for all her help.

**POLICE REPORT:** Chief Foster was on vacation. Diane Wojcik reported on the Chief's behalf. A packet was presented to the Commissioners detailing the 3 quotes received for the new police vehicle. Diane indicated that Chief Foster will discuss this with the Commissioners when he returns next week.

**W/WW:** President Mumford asked David Crist if there is anything that needs to be added to the budget. David indicated that there was nothing that he could think of to add. David informed the Commissioners that the water tower cleaning start date has been pushed back to July 11, 2011, due to weather problems that have been happening in the south. Maryland Rural Water will be here in 3 weeks to go over the system with David and let us know where he thinks the pressure reducing valve should go. Perhaps after inspection we may only need one. We will need to post the tower cleaning information. Plans are in the works to put an article in the newspaper as well as on our website.

**PUBLIC WORKS:** President Mumford asked Robin Eaton if there was anything that needed to be added to the budget. Robin indicated that there was not. Diane has looked into getting funding to fix the sidewalks. Commissioner Casey asked about the trees on Central Avenue that are causing problems, Robin said that he has contacted someone about this and will hopefully hear from him soon. President Mumford said that we have received many compliments on the brush pick up by Danny Hutchison. Robin agreed they are working well so far. He also indicated that we are having a problem with bag pick-up. We have a large pile of the non-biodegradable bags filled with yard waste. When we take them to the dump we get charged \$58/ton to dispose of them. The Town may want to look into making a policy requiring residents to use the biodegradable bags and possibly even selling them at the Town Office. Robin also informed the Commissioners that our current policy on using the Town truck needs to be updated.

Presently we rent the truck for \$25 + tipping fees. It takes the 2 employees to deliver and pick-up the truck and drive it to the dump, plus the cost of fuel. \$25 does not cover our costs. A discussion on increasing the fee was held and it was agreed that the Town needs to amend the current policy, effective immediately. Commissioner Casey made a motion to increase the current \$25 fee to \$100 + tipping fees, seconded by President Mumford, passed.

**TOWN ADMINISTRATOR'S REPORT:** A copy of the Town Administrator's Report is attached. Diane discussed that she has been unable to get the Caroline County Commissioners to agree to meet and discuss the Tech Park, as they do not wish to discuss allocations at this time. Both Commissioners agreed that this is inexcusable and that the Town needs to consider moving forward with billing the County for the allocations that they are holding with the Tech Park.

Diane did hear from Ellie Altman that the State bamboo law has passed. DNR is working on the actual regulations. President Mumford asked for assurance that Cary Malkus is following protocol with the Edward Hopkins property as the bamboo is now over 10 feet tall. A discussion on how to handle the situation now that the law is in effect took place (digging it up vs. cutting it down). Diane will check to see how much it will cost to cut it down again until we can get more information from the State.

**BUDGET:** The following issues have been addressed in the new proposed budget for FY12: FY12 mandatory pension increase, Police cell phone (\$50/month provided to officers, Town not responsible for the phones), health insurance (cost reduced as our average age came down), employees not electing for health insurance receiving set amount for alternate health insurance (would require proof of insurance), last 11% increase in the water/sewer rates, and various personnel changes that have occurred.

The Commissioners decided to keep the tax rate at .481.

The Commissioners introduced Resolution No. 2011-04 A RESOLUTION OF THE COMMISSIONER OF RIDGELY INCREASING THE CHARGES TO USERS OF THE TOWN WATER AND WASTEWATER SYSTEMS.

It is to be advertised and discussed at the June Commissioner's meeting.

Town Accountant, Gerald Sutton explained that there is nothing wrong with showing a contingency or deficit in the budget.

President Mumford offered copies of the draft budget for review.

**NEW BUSINESS:** The Commissioners discussed current list of past-due accounts the Town has for water/sewer bills. Stephanie Berkey informed the Commissioners of the current protocol for payment arrangements and asked permission to follow the policies of the Town for unpaid bills. Water bills are due on the 30<sup>th</sup> day, late charges are assessed on the 31<sup>st</sup> day, notices are hung on the 40<sup>th</sup> day with disconnection occurring on the 42<sup>nd</sup> day. This information is printed on every water/sewer bill. In the past, Ridgely has been very lenient with this policy. All other towns in Caroline County follow their policies and disconnect on the appropriate day. There is no carryover balance into the

next quarter. It should be the same for all residents. There are several businesses in town that are delinquent on their bills. Diane is going to be contacting the businesses. The Commissioner's discussed the issue and agreed that the staff could carry out the Town's policies and begin hanging the appropriate notices.

Catherine McIntyre has sent a letter to the Commissioners requesting to plant a tree at the skate park in memory of her grandson Gage. President Mumford asked Robin to contact Mrs. McIntyre to discuss this.

Robin indicated that the skate park would be closed for a few weeks for maintenance.

President Mumford and Commissioner Casey are planning on attending Wednesday night's MML dinner.

Commissioner Casey made a motion to pay the bills, President Mumford seconded, passed.

Commissioner Casey made a motion to approve the minutes from the May 2, 2011 meeting, President Mumford seconded, passed.

PUBLIC COMMENT: Cathy Schwab said that she noticed that Ridgely has lost yet another business (Sam's Spot). Is the Economic Development Commission doing anything to bring businesses to Ridgely? Commissioner Casey responded that the EDC has not been active for several years. Mr. & Mrs. Schwab suggested that it is time to bring back the EDC and get new volunteers, possibly by advertising in the paper or on the website. President Mumford said that there is a need for this, especially as the Fire Department is moving forward with their construction. This will leave a large vacancy in the Town and we need to know what will be going in the location. Jerry Sutton said that we could check with the old members of the EDC to see if they are still interested in serving on the commission. A discussion of potential perks a new business could receive for moving to Ridgely followed.

Cathy also wanted to thank the Public Works Department for putting the benches and trash cans in the Railway Park. She received many compliments at the Old Time Ridgely Days. She also attended the Ridgely Elementary School's Career Day and noted that is a unique and worthwhile event.

Gerald Sutton thanked Robin Eaton for the tour of the Public Works facility.

Commissioner Casey made a motion to adjourn. The meeting was adjourned at 8:15pm.

Respectfully Submitted,

Stephanie L. Berkey  
Clerk-Treasurer