

**COMMISSIONERS OF RIDGELY  
JANUARY 8, 2018  
TOWN MEETING**

The Commissioners of Ridgely met on the above date in the town hall at 7:00 pm for the January town meeting. The following were in attendance: President John Hurley, Commissioner Leonard John Buckle, Commissioner Anthony Casey, Clerk-Treasurer Stephanie Berkey, Director of Public Works David Crist, Chief of Police Gary Manos, Assistant Clerk-Treasurer Melissa Leonard, Officer Jeff Christopher and Joe Anderson.

President Hurley opened the meeting with the Pledge of Allegiance.

Commissioner Casey presented President Hurley with a citation from the Governor's Office in recognition of his retirement.

Commissioner Buckle made a motion to approve the following minutes: December 4, 2017 Town Meeting, December 12, 2017 Closed Session, December 12, 2017 Special Meeting, December 19, 2017 Workshop Meeting. 2<sup>nd</sup> Commissioner Casey, all in favor, approved.

**STAFF REPORTS**

**CLERK-TREASURER**

Commissioner Buckle made a motion to approve paying the bills, 2<sup>nd</sup> Commissioner Casey, all in favor, approved.

Total General Funds Reconciled \$656,268.99

Total Sewer Funds Reconciled \$388,170.58

Total Water Funds Reconciled \$177,423.37

The County needs to know how we want the differential balancing payment, direct to the town or a payment to the fire company. Commissioner Buckle made a motion to have the check brought to us so that it can be presented to the fire company at the banquet, 2<sup>nd</sup> Commissioner Casey, all in favor.

**DIRECTOR OF PUBLIC WORKS**

David Crist presented his report to the Commissioners. Snow removal went well. The front end loader and the snow blower were essential in the clean-up.

**CHIEF OF POLICE**

Chief Manos presented his report to the Commissioners. He submitted the report that Sgt. Geesey presented for the year end. Thefts were down 40 percent. Assaults were down 85 percent.

**RVFD**

Erik Kellner reported to the Commissioners. There were 19 calls in December and 209 in 2017. The awards banquet will be on January 20<sup>th</sup>. Erik thanked the Commissioners for their support.

**FINANCIAL ASSISTANT**

Not present.

**HISTORICAL SOCIETY**

Not present.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

President Hurley introduced Charter Amendment Resolution 2018-01 for the purposes of amending the Charter of the Town of Ridgely regarding elections. A copy of the proposed charter amendment resolution is attached. President Hurley explained that when it is time to vote on the Resolution, he will abstain as it is his election year.

President Casey made a motion to donate \$2,000 to Caroline County Tourism, 2<sup>nd</sup> Commissioner Buckle, approved.

**PUBLIC COMMENT**

Joe Anderson said that the car show report will be next month as Brenda Walls is ill.

The meeting was adjourned at 7:12 pm.

Respectfully Submitted,  
Stephanie Berkey, CMC  
Clerk-Treasurer

**Commissioners of Ridgely**  
**Public Works Department Report**  
**Commissioners Meeting**  
**January 8, 2018**

**SEWER**

- 77 days holding capacity
- All reports have been completed and sent to MDE

**WATER**

- All reports have been completed and sent to MDE
- 2 Emergency disconnects

**PUBLIC WORKS**

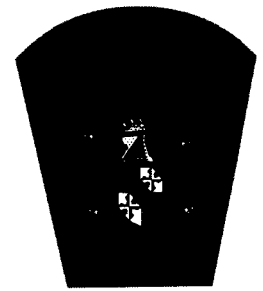
- 15 locates
- 3 loads of brush
- 8 rubble pick ups
- Swept streets
- Worked on allies
- Patched pot holes
- 2 emergency locate call outs
- Servicing equipment
- Leaf pick up just about complete
- Pushed snow

# Ridgely Police Department

2 Central Avenue, Ridgely, Maryland 21660

Phone: 410 634-2151

Fax: 410 634-8083



## December 2017 Police Report

Calls for Service	781 (765)
Property Checks	491 (397)
Community Policing	135 (167)
Assist Other Departments	7 (9)
Arrests	2
Traffic Violations	68 (66)

The Ridgely Police Department was very involved with the community during the month of December. The following is a sample of the events that we attended.

Winterfest at Ridgely Elementary School

Civilian Response to Active Shooter lecture for churches in Caroline County.

Caroline County Chiefs of Police Meeting

Ridgely Lions Club Christmas Parade

Shop with a Cop

Christmas on Bell Street

Sergeant Geesey compiled a very informative 2017 End of Year Report for the Department. The report is very informative and presents a detail overview and accomplishments of the department for 2017. I would like to submit the report to be included on our website and available to the residents for review.

We are in the process of completing the background investigation for a new part time officer. The gentleman has over twenty (20) plus years of police experience and is currently a full time fire fighter with the Anne Arundel County Fire Department. We anticipate introducing him at the February Town Meeting.

Respectfully Submitted

Gary M. Manos  
Chief of Police

COMMISSIONERS OF RIDGELY

CHARTER AMENDMENT RESOLUTION NO.: 2018-01



**A CHARTER AMENDMENT RESOLUTION OF THE COMMISSIONERS OF RIDGELY FOR THE PURPOSES OF AMENDING THE CHARTER OF THE TOWN OF RIDGELY TO PROVIDE THAT: (1) A COMMISSIONER SHALL HOLD OFFICE FOR A TERM OF THREE YEARS OR UNTIL HIS/HER SUCCESSOR TAKES OFFICE; (2) NOTICE OF THE TIME AND PLACE OF EACH ANNUAL ELECTION AND THE OFFICIAL BALLOT SHALL BE PUBLISHED IN AT LEAST ONE NEWSPAPER OF GENERAL CIRCULATION IN CAROLINE COUNTY AND POSTED IN TWO CONSPICUOUS PLACES IN THE TOWN; (3) EVERY PERSON WHO IS A CITIZEN OF THE UNITED STATES OF AMERICA, IS AT LEAST EIGHTEEN YEARS OF AGE, HAS RESIDED WITHIN THE CORPORATE LIMITS TO THE TOWN FOR AT LEAST SIX MONTHS PRIOR TO THE NEXT TOWN ELECTION, HAS RESIDED WITHIN THE STATE OF MARYLAND FOR AT LEAST ONE YEAR PRIOR TO THE NEXT TOWN ELECTION, AND HAS REGISTERED TO VOTE IN ACCORDANCE WITH THE PROVISIONS OF THE CHARTER AT LEAST THIRTY DAYS PRIOR TO THE NEXT TOWN ELECTION SHALL BE ENTITLED TO VOTE AT ALL TOWN ELECTIONS; (4) ANY PERSON DESIRING TO BECOME A CANDIDATE FOR THE OFFICE OF COMMISSIONER SHALL FILE A WRITTEN STATEMENT OF CANDIDACY WITH THE CLERK-TREASURER NO LATER THAN THE CLOSE OF BUSINESS ON THE FIRST MONDAY IN APRIL; AND (5) WRITE-IN CANDIDATES SHALL NOT BE CONSIDERED IN TOWN ELECTIONS; TO PROVIDE FOR ABSENTEE BALLOTS AND THE CANCELLATION OF ELECTIONS WHERE THERE IS ONE CANDIDATE OR NO CANDIDATES; AND TO CLARIFY CERTAIN PROVISIONS REGARDING THE APPOINTMENT OF THE PRESIDENT OF THE COMMISSIONERS, THE QUALIFICATIONS FOR COMMISSIONER, VOTER REGISTRATION, AND TOWN ELECTIONS; PROVIDING THAT THE TITLE OF THIS CHARTER AMENDMENT RESOLUTION SHALL BE DEEMED A FAIR SUMMARY AND GENERALLY RELATING TO ELECTIONS IN THE TOWN OF RIDGELY.**

WHEREAS, pursuant to Article XI-E, § 3 of the Constitution of Maryland, the Commissioners of Ridgely (the "Commissioners"), as the legislative body of the Town of Ridgely (the "Town"), are authorized and empowered to amend the Town's Charter (the "Charter"); and

WHEREAS, pursuant to Article XI-E, § 4 of the Constitution of Maryland, an amendment to the Charter shall be proposed either by a resolution of the Commissioners or by a petition containing the signatures of at least twenty (20) percent of the registered voters of the Town and filed with the Commissioners; and

WHEREAS, pursuant to Md. Code Ann., Local Gov't §§ 4-302(1) and 4-304, the Commissioners may initiate a proposed amendment or amendments to the Charter by a resolution which, except as otherwise specified in the subtitle, is ordained in the usual course of considering resolutions in the Town government, by a majority of the Commissioners, and the same shall be subject to the right of referendum; and

WHEREAS, the Commissioners are desirous of amending the Charter for the purposes of providing that: (1) a Commissioner shall hold office for a term of three years or until his/her successor takes office; (2) notice of the time and place of each annual election and the official ballot shall be published in at least one newspaper of general circulation in Caroline County and posted in two conspicuous places in the Town; (3) every person who is a citizen of the United States of America, is at least eighteen years of age, has resided within the corporate limits to the Town for at least six months prior to the next Town election, has resided within the State of Maryland for at least one year prior to the next Town election, and has registered to vote in accordance with the provisions of the Charter at least thirty days prior to the next Town election shall be entitled to vote at all Town elections; (4) any person desiring to become a candidate for the office of Commissioner shall file a written Statement of Candidacy with the Clerk-Treasurer no later than the close of business on the first Monday in April; and (5) write-in candidates shall not be considered in Town elections; to provide for absentee ballots and the cancellation of elections where there is one candidate or no candidates; and to clarify certain provisions regarding the appointment of the President of the Commissioners, the qualifications for Commissioner, voter registration, and Town elections; and

WHEREAS, the Commissioners, to provide for the reasonable and appropriate representation of the citizens of the Town and to provide for the better management and governance of the Town and its affairs, deems it necessary and appropriate for the good government and citizens of the Town to amend certain provisions of the Charter as set forth herein.

SECTION ONE. NOW, THEREFORE, BE IT HEREBY RESOLVED by the Commissioners of Ridgely that Section 4 of the Charter of the Town of Ridgely be and it is amended as follows:

**Section 4 Elections; tenure; vacancies; President; qualifications.**

(A) Elections. On the fourth Monday of April in every year, beginning 1937, an election under this Charter shall be held between such hours as the Commissioners shall provide by ordinance, for the purpose of electing one Commissioner at each such annual election, who shall hold office for a ((period)) term of three years or until his/her successor takes office.((; provided, however, that if))

(B) Vacancies. If a vacancy should occur in the office of any of the three Commissioners between the annual elections therefor, then and in that event, at the next annual election following the occurrence of such vacancy or vacancies, there shall be one Commissioner elected for three years, as well as Commissioners elected to the unexpired portion of the term of any Commissioner or Commissioners in whose office such aforesaid vacancy has

occurred. ((That is to say, at any annual election, immediately following the occurrence of such vacancy or vacancies,)) If there is one vacancy, then the person receiving the highest number of votes shall be elected for the term of three years, and the person receiving the next highest number of votes shall be elected to fill the unexpired portion of the term of the office made vacant, as aforesaid. ((Should, however, more than one office of the Commissioners become vacant between the dates of the annual elections, there shall be sufficient persons elected at the next annual election, following the occurrence of such vacancies, to fill all of such vacancies, in addition to the person regularly elected for the three-year term; in which event)) If there are two vacancies, then the person receiving the highest number of votes ((at such election)) shall be elected for ((a)) the term of three years, ((and)) the person receiving the next highest number of votes shall be elected to fill the unexpired portion of the term of the office made vacant which has the longest duration from the date of such election, and the person receiving the next highest number of votes shall be elected to fill the unexpired portion of the term of the office ((of the Commissioner)) made vacant which has the next longest duration from the date of such election. ((Provided further, that the Commissioners of Ridgely shall at all times be three in number and that the member of the said Commissioners of Ridgely who has, during the term for which he has been last elected, served in such capacity the longest period of time, shall automatically become the President of the said Commissioners of Ridgely, and, provided further that, if all of the said Commissioners have held office for the same length of time during the term for which they have been last elected, then the President of the Commissioners of Ridgely shall be elected by a majority vote of the said Commissioners.))

(C) President of the Commissioners. The Commissioner who is in the third year of his/her current term shall become the President of the Commissioners at the Commissioners' meeting on the first Monday in May and shall serve as the President until the Commissioners' meeting on the first Monday in May in the next upcoming year. In the event no Commissioner is in the third year of his/her current term at such meeting, then the Commissioner who is in the second year of his/her current term shall become President of the Commissioners as aforesaid. In the event no Commissioner is in the second or third year of his/her current term at such meeting, then the Commissioners shall appoint the President of the Commissioners by majority vote at such meeting.

(D) Qualifications for Commissioner. ((And provided further, that no)) No person((s)) shall be eligible to become a candidate for election as a Commissioner of Ridgely unless he/she shall have attained the age of 25 years, and shall have resided within the said Town at least one year prior to the date of his or her election, and shall be qualified to vote ((for State offices under the Election Article of the Maryland Code)) in accordance with the provisions of this Charter.

SECTION TWO. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that Section 5 of the Charter of the Town of Ridgely be and it is amended as follows:

**Section 5 Same; notice, voters' qualifications, procedure.**

- (A) Notice. The Commissioners of Ridgely shall cause a notice of the time and place of each annual election ((for a Commissioner or Commissioners of Ridgely)) to be given by publication ((, of the time and place of such election,)) in ((some)) at least one newspaper of general circulation ((, printed and published)) in Caroline County ((, or)) and posted in ((three (3))) two conspicuous places in the Town of Ridgely for at least seven (((7))) days before any election.
- (B) Voter((s)) Qualifications. ((Inhabitants residing within the corporate limits of the Town, qualified to vote for Delegate to the General Assembly of Maryland, who have been residents of said Town for at least thirty (30) days prior to registration and who are:
- (1) citizen of the United States and
  - (2) 18 years old on or before the next Town election;
  - (3) not convicted of a disqualifying crime;
  - (4) not under guardianship for mental disability shall be qualified to vote for the office of Commissioners of Ridgely)) Every person who (1) is a citizen of the United States of America; (2) is at least eighteen years of age; (3) has resided within the corporate limits to the Town for at least six months prior to the next Town election; (4) has resided within the State of Maryland for at least one year prior to the next Town election; and (5) has registered to vote in accordance with the provisions of this Charter at least thirty days prior to the next Town election shall be entitled to vote at all Town elections.
- (C) Statement of Candidacy. Any person desiring to become a candidate for the office of Commissioner of Ridgely shall ((,at least 10 days prior to the election,)) file with the Clerk-Treasurer ((,)) a written statement of such candidacy on a form which the Commissioners shall prescribe by ordinance. The Statement of Candidacy must be filed with the Clerk-Treasurer no later than the close of business on the first Monday in April.
- (D) Ballots; procedure. Immediately upon the expiration of the time for filing certificates of candidacy by the respective candidates, the Clerk(( of Ridgely))-Treasurer shall cause to be published in at least one ((or more)) newspaper ((s published)) of general circulation in Caroline County, ((or)) and posted in ((three)) two conspicuous places in the Town of Ridgely, the names of all candidates as they are to appear upon the official ballot. The Clerk-Treasurer shall cause the official ballots to be printed on plain white paper of uniform size



and to be delivered to the Judges of Election, and to no other person. On the ballots shall appear the name or names of all the candidates for Commissioner or Commissioners of Ridgely arranged alphabetically and, immediately following, the words "For Commissioner of Ridgely.," shall be printed on the ballot. Preceding the names of the candidates shall be plainly printed in black ink a direction to the voters: "Vote for one (or two or three as the case may be) by making a cross (X) mark in that square which is opposite the name of the candidate to be voted for," and a black line shall be printed immediately under the name of each candidate extending to a square opposite the name of each candidate. Following the names of the candidates, the following words shall be printed on the ballot: "Write-in candidates will not be considered."

At least three days prior to the holding of the election, the President of the Commissioners of Ridgely shall appoint three qualified voters of the Town of Ridgely to act as Judges. Before the Judges of election open an election, the Judges shall appear before a notary public for Caroline County and take an oath "that each will faithfully and impartially permit every person to vote at such election who shall be duly qualified, and that each will not suffer any person to vote at such election who shall not be legally qualified to vote". In a case of failure of any person or persons so appointed to appear and qualify, the President shall issue a certificate to one or more persons to act as a Judge or Judges. These persons shall qualify as above. Immediately after such election the Judges shall return to the Clerk(( of Ridgely))-Treasurer under their hands the number of votes cast and for whom cast. The Clerk-Treasurer shall file the same at once and issue certificates of election to the person or persons receiving the largest number of votes for their respective offices, in accordance with the aforesaid provisions of this Charter.

(E) Registration. Provided that persons meet the voter qualifications enumerated in this Charter, registration to vote by the Caroline County Board of Elections and/or the State Board of Elections shall be deemed registration for Town elections and the Clerk-Treasurer shall accept the list of registered voters provided by the Caroline County Board of Elections and/or the State Board of Elections as a valid registration list for the Town. County voter registration forms shall be made available at the Town Office during normal business hours. The Town shall maintain a supplemental registration list for voters who choose not to register with the County. The Commissioners, by ordinance, shall enact and enforce any provisions necessary to establish and maintain a system of permanent supplemental registration and provide for re-registration when necessary. The Clerk-Treasurer shall keep the supplemental registration lists up to date by striking from the lists any persons who have died, moved out of the Town, or not voted in a Town election within the preceding five calendar years.

(F) Absentee ballots. Any qualified voter of the Town is entitled to vote in any Town election by absentee ballot. Requests to vote by absentee ballot must be qualified in accordance with State law and must be received by the Clerk-Treasurer at least fifteen days prior to any Town election. The Clerk-Treasurer shall mail absentee ballots to qualified voters, at the request of

those voters, not less than ten days prior to the election. Completed absentee ballots must be returned to the Clerk-Treasurer no later than the close of the polls on election day.

SECTION THREE. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that Section 6 of the Charter of the Town of Ridgely be and it is amended as follows:

Section 6 **Same; uncontested elections; no certificates of candidacy.**

(A) Uncontested elections. If only one person files a certificate of candidacy for an election in which there is only one vacancy, then the Clerk-Treasurer shall certify that the election is uncontested, in which case the election shall be canceled and that person shall assume the office of Commissioner upon taking the oath of office on the first Monday in May in accordance with the provisions of this Charter.

(B) In the event that no person shall file any certificate for candidacy for Commissioner to be elected hereunder within the time limited for the filing of certificates of candidacy, as aforesaid, then and in that event ((it shall be lawful for any person or persons to file a written statement of candidacy, as the case may be, for such office or offices at any time prior to the holding of the election therefor)) no election shall be held, and the Commissioner whose term is expiring shall automatically retain his/her office for another term; provided, however, that if such Commissioner shall refuse to serve for another term, that, then his/her office shall be deemed vacated and the remaining Commissioners shall fill the vacancy in accordance with the provisions of this Charter.

SECTION FOUR. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that Section 9 of the Charter of the Town of Ridgely be and it is amended as follows:

Section 9 **Oath of office.**

Any person elected as Commissioner of Ridgely shall, before he/she enters upon the discharge of his/her office, make oath before a justice of the peace or a notary public of Caroline County "that he/she will diligently and faithfully, without favor, partiality or prejudice, perform the duties of such Commissioner of Ridgely", and a certificate showing the taking of the said oath shall be returned by the said justice of peace or notary public and filed and recorded among the proceedings of the said Commissioners of Ridgely.

SECTION FIVE. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that, in this Resolution, unless a section of the Charter is expressly repealed in its entirety and reenacted, new or added language is in bold, underlined font and deleted text is enclosed in double parentheses.

SECTION SIX. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that if any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such

portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Resolution, it being the intent of the Commissioners that this Resolution shall stand, notwithstanding the invalidity of any section, subsection, sentence, clause, phrase, or portion hereof.

SECTION SEVEN. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that to the extent that any section of the Charter is in conflict with the provisions of this Resolution, such section or sections be and hereby are repealed to the extent of such conflict.

SECTION EIGHT. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that the date of adoption of this Resolution is February 5, 2018, and the Charter amendment enacted by this Resolution shall become effective upon the fiftieth (50<sup>th</sup>) day after adoption, or on March 27, 2018, unless a proper petition for a referendum hereon shall be filed on or before the forty-second (42<sup>nd</sup>) day after adoption, or on March 19, 2018, as provided by law. A complete and exact copy of this Resolution shall be posted at the Town Office, 2 Central Avenue, Ridgely, Maryland 21660, or another main municipal building or public place, for a period of at least forty-two (42) days following its adoption, or until March 19, 2018, and the title to this Resolution, being a fair summary of the Charter amendment enacted hereby, shall be published in a newspaper of general circulation in the City not less than four (4) times, at weekly intervals within a period of at least forty (40) days, starting immediately after the date of its adoption, or between February 6, 2018 and March 17, 2018.

SECTION NINE. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that as soon as the Charter amendment enacted by this Resolution shall become effective, either as herein provided or following a referendum, the Clerk-Treasurer or her designee shall send by certified mail, return receipt requested, bearing a postmark from the United States Postal Service, to the Department of Legislative Services of the State of Maryland, the following documents or information concerning the Charter amendment: (1) the complete text of this Resolution; (2) the date of the referendum election, if any, held with respect thereto; (3) the number of votes cast for or against this Resolution by the Commissioners or in a referendum; and (4) the effective date of the Charter amendment.

SECTION TEN. AND BE IT FURTHER RESOLVED by the Commissioners of Ridgely that the Clerk-Treasurer is hereby authorized and directed to carry out the provisions of the foregoing Recitals; and as evidence of compliance herewith, the Clerk-Treasurer or her designee shall cause to be affixed to the minutes of the Commissioners for the meeting at which this Resolution is adopted: (1) a certificate to the effect that this Resolution was duly and properly posted as provided herein; (2) an appropriate certificate of publication in the newspaper in which the fair summary of this Charter Amendment Resolution shall have been published as provided herein; and (3) the return receipt of the mailing as provided herein.

This Charter Amendment Resolution was introduced at a public meeting of the Commissioners of Ridgely, held on the 8<sup>th</sup> day of January, 2018, and having been reviewed and considered for final action, was duly adopted on the 5<sup>th</sup> day of February, 2018.

VOTE

\_\_\_\_\_  
John Hurley, President

YEAS \_\_\_\_\_

\_\_\_\_\_  
Leonard John Buckle, Commissioner

NAYS \_\_\_\_\_

ABSTAINING \_\_\_\_\_

\_\_\_\_\_  
Anthony Casey, Commissioner

Attest:

\_\_\_\_\_  
Stephanie Berkey, CMC  
Town Clerk-Treasurer

Approved as to form:

\_\_\_\_\_  
Patrick W. Thomas, Town Attorney

