

COMMISSIONERS OF RIDGELY
MAY 4, 2020
TOWN MEETING



Summary of the April 3, 2020 closed session:

DATE: April 3, 2020

TIME: 10:02 AM

PLACE: Town Hall and Zoom Teleconference

PURPOSE: Various personnel issues as they relate to the COVID-19 Pandemic

STATUTORY AUTHORITY: Md. Code Ann., General Provision Article §3-305(b): (1) "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals."

VOTE TO MEET IN CLOSED SESSION: In favor: President Casey, Commissioner Hurley, Commissioner Buckle; Opposed: none.

TOPICS DISCUSSED:

- Various personnel issues as they relate to the COVID-19 Pandemic.

ATTENDING: President Anthony Casey, Commissioner John Hurley, Commissioner Leonard John Buckle, Clerk-Treasurer Stephanie Berkey, Director of Public Works David Crist, Chief of Police Gary Manos, Assistant Clerk-Treasurer Melissa Leonard.

ACTION TAKEN: Protocols and clarifications were established for essential duties, overtime during the crisis and vacation leave.

The Commissioners of Ridgely met on the above date at 11:00 AM in the Town Hall and via Zoom Teleconferencing for the May 2020 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, Financial Assistant Gerald Sutton, Herb Geary, Rick & Cathy Schwab.

Out-going President Casey opened the meeting with the Pledge of Allegiance.

Commissioner Casey made a motion to re-appoint Stephanie Berkey as the Clerk-Treasurer of the Commissioners of Ridgely. The motion was seconded by Commissioner Buckle, unanimous approval.

Stephanie Berkey Swore in Commissioner Anthony Casey for another term as a Commissioner of Ridgely, Maryland.

Commissioner Casey made a motion to approve the following minutes:

- March 2, 2020 Town Meeting
- April 3, 2020 Executive Session (Vote to Go into Closed Session)
- April 3, 2020 Closed Session

2nd Commissioner Buckle, all in favor.

STAFF REPORTS

CLERK-TREASURER

Commissioner Casey made a motion to approve paying the bills, 2nd Commissioner Buckle, approved.

Total General Funds Reconciled \$404,062.74

Total Sewer Funds Reconciled \$147,095.95

Total Water Funds Reconciled \$28,493.25

Stephanie Berkey presented a request from MRDC that the Commissioners send a letter of support for the housing preservation program. Commissioner Casey made a motion to approve, 2nd Commissioner Buckle, approved.

DIRECTOR OF PUBLIC WORKS

David Crist had nothing to report to the Commissioners.

CHIEF OF POLICE

Chief Gary Manos presented his report to the Commissioners. The Police Department was given masks for all of their officers by Shaw's Heating Air and Plumbing of St. Michael's and wanted to recognize them for their kind donation in this time of need.

ZONING ADMINISTRATOR

Melissa Leonard discussed the letter that was submitted to the Commissioners from Garnette Hines of Robin's Court. She is concerned with the increase in ATV, dirt bike and off-road vehicle use on properties within the town limits. The Commissioners discussed following the County ordinance. Melissa will reach out to the town attorney to start the process of passing an ordinance to address the issue.

FINANCIAL ASSISTANT

Gerald Sutton led an informative discussion about fund balance, assets and depreciation and how it relates to cash flow for the town. Herb Geary with TGM Group, LLC, the auditors of the town's finances also joined in the discussion. We are heading into uncertain financial times and they both believe that we are doing our best to be prepared for FY21.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was a discussion of the FY21 Budget. Due to the COVID-19 Pandemic and the financial crisis that it is causing, it was necessary to make drastic cuts to the budget for both revenue and expenses. During FY21, the budget will be reviewed quarterly to see if any changes need to be made for budget revisions. Everyone agreed that it is best to proceed with caution as we enter this new fiscal year.

President Hurley introduced Ordinance No. 2020-384 FY21 Budget Ordinance. It will be voted on during the June 2020 Town Meeting.

The meeting was adjourned at 11:30 am.

Respectfully Submitted,
Stephanie L. Berkey, CMC
Clerk-Treasurer