

1 **TOWN OF EASTON, MARYLAND**  
2 **Easton Town Hall**  
3 **14 S. Harrison Street**  
4 **Budget Workshop**

5 March 28, 2016

6  
7 **PRESENT AT CONVENING**  
8

9 Mayor Robert C. Willey  
10 Councilmember Al Silverstein  
11 Councilmember Pete Leshner  
12 Councilmember Ron Engle  
13 Councilmember Megan M. Cook  
14 Council President John F. Ford  
15

16 **IN ATTENDANCE**  
17

18 Also in attendance were the Town Manager Mr. Karge, and Town Clerk Mrs. Ruf.  
19

20 **CONVENING**  
21

22 President Ford called the meeting to order at 6:30 p.m. and led those present in the Pledge of Allegiance.  
23

24 **Mayor's opening comments**  
25

26 Mayor Willey stated that the budget is balanced. He discussed the health insurance estimated increase  
27 and stated that it is still preliminary.  
28

29 **Police Department**  
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31 Present were: Chief Spencer, Deputy Chief Waltrup and Executive Assistant Kay Spence.  
32

33 Chief Spencer thanked the council for the opportunity to address the council this evening.  
34

35 Discussion occurred regarding the body cameras that were cut. He stated that the cameras were cut for  
36 another year at which time the technology may be improved. Chief Spencer discussed the legal  
37 expense and the Maryland Public Information Act.  
38

39 Also cut from the budget was an administration car for the Captain. Chief Spencer stated that  
40 detectives are currently getting hand me down cars from patrol.  
41

42 Chief Spencer asked that the \$10,500 be reinstated in the capital budget for a vehicle.  
43

44 Chief Spencer stated that they have had 42 officers since 2002. He stated that several annexations have  
45 occurred during that time and the department can't stretch any more. He stated that they would like to  
46 add three additional police officers. Their wish list at this time is for three sworn officers, a vehicle,  
47 body cameras and a salary increase for the MEO.  
48

49 Chief Spencer stated that the civilian pay scale hasn't changed since 2005.  
50

51 At 7:18 p.m., Chief Spencer, Deputy Chief Waltrup and Mrs. Spence departed.  
52

53 **Building Code Official**  
54

55 At 7:21 p.m., Mr. Don Richardson was present to discuss the proposed budget for his departments.  
56

57 Mr. Richardson discussed the request for an additional staff member. He discussed all the new permits  
58 issued year to date. Mr. Richardson stated that he needs an additional administrative person. He stated  
59 that they are at a good place with the new Schedule of Fees.  
60

61 Discussion occurred regarding permitting costs.  
62

63 Mr. Richardson stated that there are no significant changes to the Rental Housing Inspection  
64 department  
65

66 At 7:38 p.m., Mr. Richardson departed the meeting.

67

68 **Parks and Recreation**

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70 At 7:39 p.m., Mrs. Lorraine Gould, Director of Parks and Recreation was present to discuss the  
71 proposed budget of her department.

72

73 Mrs. Gould discussed contractual services in the budget such as the baseball camp with Brian Femi.

74

75 At 7:49 p.m., Mrs. Gould departed the meeting.

76

77 **Finance Officer**

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79 At 7:50 p.m., Mrs. Callahan, Finance Officer discussed her department's proposed budget and  
80 changes. She stated that there is nothing for the capital budget although she would like to have  
81 matching desks in front lobby. She stated that there are no new positions at this time.

82

83 Mr. Karge stated that at this point, the Town is not taking on any additional debt. He stated that it is the  
84 intention at this time to fund the General Fund with an Impact Fee transfer. He stated that discussions  
85 have occurred about a line of credit but not this year. Mr. Karge discussed the recycling fee. He stated  
86 that it should be a fixed percent of the budget. Mr. Karge will look at the fee and make a  
87 recommendation.

88

89 Mr. Karge stated that there will be a meeting April 19 with the insurance brokers. After that time, he  
90 will be able to give a better estimate of the health insurance increase.

91

92 Mr. Karge stated that at this time, there is nothing in the Contingency Fund for the Mayor. He  
93 recommended something be added to the Mayor's Contingency Fund.

94

95 At 8:11 p.m., Mrs. Callahan departed the meeting.

96

97 **ADJOURNMENT**

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99 Upon motion by Mr. Leshner seconded by Mr. Silverstein and carried unanimously, President Ford  
100 adjourned the workshop meeting at 8:00 p.m.

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Kathy M. Ruf, Town Clerk