

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

5 March 23, 2015

6  
7 **PRESENT AT CONVENING**  
8

9 Mayor Robert C. Willey  
10 Councilmember Kelley K. Malone  
11 Councilmember Pete Leshar  
12 Councilmember Leonard E. Wendowski  
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 Qualified Town Council candidates attending were: Mr. Ron Engle, Mr. Duane Hilghman (Ward 3)  
21 and Mr. Al Silverstein (Ward 1).  
22

23 **CONVENING**  
24

25 President Ford called the meeting to order at 6:34 p.m. and led those present in the Pledge of Allegiance.  
26

27 **MAYOR'S OPENING COMMENTS**  
28

29 Mayor Willey stated that he has asked the department heads to keep Operational Budgets within reason  
30 and as close to the prior year's figures as possible. He stated that he is trying to fund all the requested  
31 capital.  
32

33 Mayor Willey discussed the request for the increase in police salaries as well as funding new staff  
34 positions.  
35

36 Mayor Willey discussed the possibility of a bond issue for capital items. He discussed necessary  
37 infrastructure that will be expensive.  
38

39 **Police Department**  
40

41 Present were: Chief Spencer, Deputy Chief Waltrup and Executive Assistant Kay Spence.  
42

43 Chief Spencer discussed how the department derived their budget. He stated that the department has  
44 requested funding for a new radio and new telephone system. Chief Spencer stated that the 800 MHz  
45 radio system is getting crowded. As of July 1, 2016, 800 MHz will no longer be supported.  
46

47 Chief Spencer discussed items that need to be added to the previously submitted budget.  
48

49 Chief Spencer discussed line item totals. He discussed staffing and benefits. He stated that they have  
50 the same amount of officers as 14 years ago.  
51

52 Mr. Karge stated that the only department on a step system is the Police Department.  
53

54 Chief Spencer stated that the department would prefer to have two dispatchers on duty at a time. He  
55 stated that they currently have seven and they need ten.  
56

57 Chief Spencer stated that the civilian increase is 3% but they are asking for a \$2,000 starting salary  
58 across the board for the dispatchers.  
59

60 Chief Spencer stated he will forward the survey of surrounding areas police salaries to the council.  
61

62 At 7:06 p.m., Chief Spencer, Deputy Chief Waltrup and Mrs. Spence departed.  
63

64 **Building Code Official**  
65

66 At 7:07 p.m., Mr. Don Richardson was present to discuss the proposed budget for his departments.

67

68 Mr. Wendowski asked for an explanation of why his department is over budget. Mr. Richardson stated  
69 that it was due to the demolition of 120 Goldsborough Street and the costs should be recovered in the  
70 future.

71

72 Mr. Richardson summarized his department's activities in 2014.

73

74 Mr. Richardson discussed the department's accreditation process.

75

76 Mr. Richardson stated that there is no substantial increases in line items but an overall reduction in  
77 Code Enforcement of \$12,000. He stated that he has two capital requests; replace the 2005 jeep and a  
78 request for purchase of a replacement plotter.

79

80 At 7:20 p.m., Mr. Richardson departed the meeting.

81

## 82 **Finance Officer**

83

84 At 7:20 p.m., Mrs. Callahan, Finance Officer discussed her department's proposed budget and  
85 changes.

86

87 Mrs. Callahan stated that there is a new position for a grant tech in budget as well as another position  
88 for a Customer Service Representative for the front office.

89

90 Discussion occurred regarding the \$35,000 in the budget for legal fees.

91

92 Mr. Leshner asked for trends related to revenue. Mr. Karge stated that assessments are relatively flat.

93

94 Mr. Karge discussed depreciation accounting mechanisms.

95

96 At 7:40 p.m., Mrs. Callahan departed the meeting.

97

## 98 **Parks and Recreation**

99

100 At 7:40 p.m., Mrs. Lorraine Gould, Director of Parks and Recreation was present to discuss the  
101 proposed budget of her department.

102

103 Mrs. Gould stated that there is a line item for 50% of the cost to install lights at North Easton Park. She  
104 stated that Little League will incur some of the expense.

105

106 President Ford asked about the process to allow lighting at North Easton Park.

107

108 Ms. Malone asked who would accomplish the Master Plan for the RTC Park.

109

110 President Ford asked to sit down with the Parks and Recreation Director and Town Manager to discuss  
111 the dog park and how a dog park will be included in the Master Plan before his meeting in April with  
112 concerned citizens.

113

114 Ms. Malone requested benches for resting on the rails-to-trails and dog waste bag containers.

115

116 At 7:59 p.m., Mrs. Gould departed the meeting.

117

## 118 **ADJOURNMENT**

119

120 Upon motion by Mr. Leshner seconded by Ms. Malone and carried unanimously, President Ford  
121 adjourned the workshop meeting at 8:00 p.m.

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123

124

125 \_\_\_\_\_  
Kathy M. Ruf, Town Clerk