



TOWN OF RISING SUN
MAYOR & COMMISSIONERS BUSINESS MEETING AGENDA

August 22, 2017 @ 7:00 PM

- 1. Call to Order & Roll Call**
- 2. Pledge of Allegiance**
- 3. Prayer**
- 4. Public Presentations**
- 5. Business Meeting Items**

- 6. Citizen's Input**

- 7. Staff Reports**
 - a. Police Chief
 - b. Town Administrator

- 8. Historical Preservation Commission Report**
- 9. Old Business**

- 10. New Business**

- 11. Mayor's Report**

- 12. Commissioners' Comments**

Commissioner Authenreath	Commissioner Braun
Commissioner Pierson	Commissioner Warnick

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13. Upcoming Meetings

- a. Board of Zoning Appeals - August 28, 2017 @ 6:30 PM – PZA Case #17-01
- b. Public Hearing - August 29, 2017 @ 7:00 PM 401 Telegraph Road Annexation Hearing
- c. Town Meeting – September 12, 2017 @ 7:00 PM
- d. Planning Commission Meeting - September 18, 2017 @ 6:30 PM

14. Board Vacancies

The Mayor and Commissioners are seeking persons interested in serving on the following boards:

a. Planning Commission. 2 Positions Open

- Meets the 1st and 3rd Monday of every month. Currently working on very important updates to the Town's zoning and land development codes. The board has a significant impact on shaping the economic development of this community.

b. Board of Zoning Appeals – 1 Position Open

- is the body established to: hear appeals of decisions rendered by zoning administrators. interpret unclear provisions in the zoning ordinance. decide on applications by landowners to permit buildings or land uses which vary from the zoning regulations. Has a major influence in ensuring proper land use that is beneficial to all property owners.

c. Ethics Board – 1 Position Open

- is the body established to oversee the Town's Ethics Code and to ensure compliance with the policies set forth in the Ethics Code. The board reviews all ethics forms, reviews and investigates all possible violations of any ethics code provisions and other duties as set forth in the Town Code.

d. Board of Election Judges – 1 Position Open

- is the body established to oversee all Town elections, ballot preparation, counting of ballots and election verification. The Board of Election Judges shall decide all questions of registration of voters, and the verification of candidate qualifications.

15. Upcoming Holidays – Town Hall Closed

- a. Veterans Day - November 13, 2017

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16. Town Election Process

- Mayor and 2 Commissioner seats are open
 - *Qualifications.* The Mayor and four Commissioners, shall be citizens of the United States, at least twenty-five (25) years of age at the time of their election to office, qualified voters of the Town and bona fide residents of said Town for at least one year preceding the date of their election and shall be free of any record of criminal violations other than minor traffic violations and other such minor misdemeanors punishable by fine only.
 - *Election and term of office.* The Mayor and Board of Commissioners shall be elected to serve four (4) year terms with the elections staggered
- Candidates seeking office complete and submit:
 - Candidate Registration Form; and
 - Financial Disclosure Form; and
 - Campaign Finance Form.
 - Additional Campaign forms must be submitted as per the Chapter 2 Article 7 titled Campaign Contributions and Expenditures, to include but not be limited to:
 - The date in which the candidate formally files for office; and
 - Friday September 15, 2017; and
 - Friday October 6, 2017; and
 - Monday October 16, 2017; and
 - Thursday October 31, 2017; and
 - Annually until any and all receipts and disbursements have been entirely accounted for and no balance shall remain in the account.
 - Forms are available at Town Hall

** No candidate will be listed on the official ballot until all required documents are fully complete and submitted and verified by the Rising Sun Ethics Board and Board of Election Judges.*

*** Failure to comply with the Campaign finance and Ethics requirements may result in removal from the ballot and or disqualification from office.*
- Voter Registration
 - Qualified Voters. Every person who is (1) a citizen of the United States, (2) at least eighteen years of age, (3) a bona fide resident of the town

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for at least thirty days preceding any election at which he shall offer to vote is eligible to register to vote in the Town elections.

- Voter Registration. All qualified persons wishing to register to vote shall do so at the Cecil County Election Board and as provided for by State Law. Any qualified persons registered and listed on the statewide voter registration list at an address within the incorporated limits of Rising Sun, shall be considered registered Town Voters and shall be eligible to vote in Town elections.

17. Upcoming Election Calendar

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|--------------------------------------------------|-------------------------------------|
| a. Town Elections | Monday October 16, 2017 8 AM – 8 PM |
| b. Voter Registration Deadline | Friday September 15, 2017 @ 5:00 PM |
| c. Last Day to register as a candidate | Friday September 15, 2017 @ 6:00 PM |
| d. Last Day to request an absentee ballot | Friday October 6, 2017 @ 5:00 PM |
| e. Absentee ballots due | Monday October 16, 2017 @ 7:59 PM |

18. Adjournment

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