



# Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

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[www.berlinmd.gov](http://www.berlinmd.gov)

BUCKET TRAVEL'S  
COOLEST  
SMALL TOWN  
IN AMERICA  
2014 Winner  
Berlin, MD

## 'America's Coolest Small Town'

### Mayor

Wm. Gee Williams, III

March 30, 2020

### Vice President

Elroy Brittingham, Sr.

To the Citizens of Berlin:

### Council Members

Dean Burrell, Sr.

Troy Purnell

Thomas L. Gulyas

Zackery Tyndall

The Town of Berlin continues to actively monitor the evolving situation regarding COVID-19 (coronavirus). All town services continue to be provided. Town employees are working on a modified work schedule to minimize the number of people working at town offices or utility departments. Employees are working from home by telework whenever possible.

### Town Attorney

David Gaskill

Equipment has been secured to enable the Town to reschedule Berlin Mayor and Council meetings by electronic livestreaming format for immediately foreseeable weeks.

The first livestream council meeting will be in two weeks, Monday, April 13 at 5:30 p.m. This will be a General Fund work session, which is the next step in preparing our 2021 town budget.

### Town Administrator

Jeffrey Fleetwood

Immediately after the work session, the next regular session of the Berlin Mayor and Council will be conducted livestream at 7 p.m. on April 13. The following Monday, April 20 at 5:30 p.m. the council will livestream a Utilities Fund budget work session. A week later the Mayor and Council will hold our second regular session on Monday, April 27 at 7 p.m. and will also be livestreamed to the public.



The Town of Berlin will share information on how you can access our livestream meetings in future weekly statements and on our town website. Only the Mayor and Council and up to three town staff will be in attendance at these meetings. Town department heads will be allowed to make presentations only one person at a time.

The public may submit comments and questions in advance prior to these meetings in four ways: electronically via email or text, fax, or by USPS mail. Please note any communications must be received by no later than 12 Noon on the day of a meeting.

Questions and comments will be compiled for the Mayor and Council to review and discuss during the meeting. Send these communications to either of the following:

1 - Email: [info@berlinmd.gov](mailto:info@berlinmd.gov): please use M&C Comments in the Subject:

2 - Fax: 410-641-2316

3 - USPS mail:

Town of Berlin

10 William Street

Berlin, MD 21811

4 - In the dropboxes located behind Town Hall or at the corner of Bay and William Streets.

Note: To reach the Town of Berlin in time, any traditional mailed communications must be in the USPS system by no later than the US Post Office's close of business the Friday before a Monday meeting.

March 30, 2020

Any Town notices and statements related to this public health emergency are distributed to all local news media, and posted on our town website: [berlinmd.gov/news/](http://berlinmd.gov/news/), **Facebook page**, **Public Access Channel** and by notices displayed outside of Town Hall. Information from the Centers for Disease Control and Prevention (CDC) and any alerts or additional information about the coronavirus that pertains to Worcester County is also displayed on our town website.

As this situation changes, we urge all citizens in our community to make decisions with an abundance of caution and obey the "stay-at-home order" issued by Gov. Larry Hogan. The expected peak of the spread of COVID-19 in Maryland remains unknown at this time. State health authorities will continue to assess the situation and advise all of us on further appropriate precautions. Updates of further orders from our Governor will continue to be shared by the Town of Berlin.

It is the Town's request that everyone observe Gov. Hogan's stay-at-home order for your health, and to minimize the potential transmission of the coronavirus during this crisis. If you have any doubt about the necessity of going out in public please act with an abundance of caution and stay home.

We are encouraged by your actions in our community to take public distancing and minimizing exposure to others seriously during this emergency. Your resolve will continue to be tested, but please know that your patience and determination matters and is greatly appreciated. Take Care.

A handwritten signature in black ink that reads "W. G. Williams, III". The signature is written in a cursive style with a horizontal line underneath the name.

Mayor Wm. Gee Williams, III  
Town of Berlin, Maryland