

TOWN OF SUDLERSVILLE
Budget Workshop Meeting Minutes
April 20, 2016

Present: President William H. Faust, II
Commissioner Ronald Ford
Commissioner Gregory Clark
Commissioner Kevin Kerr
Commissioner Connie Engrem

Town Manager: Elizabeth Manning

President Faust called the meeting to order at 6:00 PM followed by the Pledge of Allegiance.

General Fund Budget:

Ford asked about using Solar to save on electric bills.

Trader's Licenses: These fees come from the County but the Town can earn money by starting to charge for a business license.

Highway User Fees: This money comes from the State and can only be used on streets and sidewalks.

Expenses that can be cut back: Legal Fees – submitting a request for bids for attorneys and finding ways to decrease the use of attorneys. The Commissioners discussed interviewing lawyers. Meetings – cut back on number of attendees to the convention, ESAM dinners, and COG dinners. Advertising – may be able to reduce by changing requirements in Charter, Faust suggested putting a onetime advertisement in the paper that states that the town will put future ads on the Town Facebook page and on the Town Website. Christmas Lights – may want to consider removal of this expense due to budget restraints. Faust suggested asking for donations or having a fundraiser. Street Lights – recommended contacting Delmarva Power to upgrade the Street Lights to be more efficient. Library Utilities & Repairs – meet with the Library Board to discuss coop payments of the utility bills and repairs

Utility Fund Budget:

Utility Rates: Kerr submitted a spreadsheet depicting different base fees and their effect on the total billed amount for a specific gallons used. Manning submitted a spreadsheet comparing current fee structure to an alternative fee structure, with a change to charge for gallons used over 12,000 gallons per household: Water Base for up to 12,000 gallons used = \$90.00, Sewer Base for up to 12,000 gallons used = \$100.00, and charging \$6.00 per 1000 gallons used over 12,000 gallons. The Commissioners will consider all options and made a decision at the May meeting.

A motion to make Kerr Comptroller was made by Ford, a second was made by Clark; a vote of 5-0 was entered.

The Commissioners then asked Manning and Marshall to leave to discuss personnel and whether to make pay adjustments this fiscal year. It was decided no pay adjustments would be made due to budget constraints.

A motion to adjourn the meeting was made by Ford, a second was made by Clark; a vote of 5-0 was entered.

Respectfully submitted,

Michelle Marshall
Town Clerk