

**TOWN OF SUDLERSVILLE**  
**Commission Meeting Minutes**  
**May 4, 2016**

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

**Town Manager:** Elizabeth Manning

**President Faust called the meeting to order at 6:30 PM followed by the Pledge of Allegiance.**

**Minutes of the April 6, 2016 meeting:** The minutes of the April 6, 2016 meeting were reviewed. A motion to accept the minutes was made by Engrem; a second was made by Clark; a vote of 5-0 was entered.

**Budget Workshop Minutes of the April 20, 2016 meeting:** The minutes of the April 20, 2016 budget workshop meeting were reviewed. A motion to accept the minutes was made by Clark; a second was made by Engrem; a vote of 5-0 was entered.

**Fire Company:** Ira Russell reported that 14,000 gallons of water was used for training purposes.

**MES Report:** The report was reviewed.

**Neighborhood Watch:** There was no report.

**Sheriff Department:** There was no report.

**Library:** Library Report was reviewed. Faust mentioned that Jack Wilson would like to continue receiving the library report.

**Planning Commission:** The Planning Commission worked on the zoning ordinance.

**Financial Report:** Manning reviewed the financial report.

**Town Manager:** The Town Manager report was reviewed. Code Enforcement for 100 S. Church: Mr. Schelts sent a copy of a letter that was sent to Mr. August to the Town stating that he was giving Mr. August 30 days to vacate the premises. The Commissioners decided that they would like to move forward with the fining process and a reimbursement can be requested. Code Enforcement Officer: The Town received one proposal for code enforcement. A motion to ask PMC if they could work every other week until July 1, 2016 and then the Commissioners will look into it again to see if it is needed every week was made by Clark, a second was made by Ford; a vote of 5-0 was entered. Town Name Change: The Commissioners would like to move forward with the process of changing the official name of the Town from "Commissioners of Sudlersville" to the "Town of Sudlersville." Advertising: The Commissioners would like to ask MML about advertising requirements. And to see if they have a legal representative to attend the next meeting.

**Code Enforcement:** The code enforcement report was reviewed.

**Engineer Report:** WWTP – 99.2% Complete. The contractor will be following up with interest claims that they submitted.

## **Action Items:**

**Water Waiver Request – Dogwood Village:** The Commissioners received a water waiver request from Dogwood Village because of a water leak that has been found and fixed. A motion to reduce the April 1, 2016 bill to \$2,500.00 was made by Ford, a second was made by Clark, a vote of 4-0-1 was entered with Kerr abstaining from the vote.

**Atlantic Broadband Franchise Agreement:** A motion to approve the Atlantic Broadband Franchise Agreement was made by Kerr, a second was made by Ford a vote of 5-0 was entered.

**Resolution 2016- 01 to adopt the 2016-2017 Budget:** Faust introduced Resolution 2016-01 by reading it aloud. A Public Hearing will be scheduled for the June 1, 2016 meeting.

- **General Fund Budget:** The Commissioners discussed Code Enforcement and decided to hold off with the code enforcement officer to try and save on costs for the Town; they discussed the QA County Tax Set Off; and they discussed the possibility of the Library Board paying for half of the library expenses.
- **Utility Fund Budget:** The Commissioners discussed utility rate increases.
  - A motion to change the utility rates to the following: Water Base Fee: \$90.00 per EDU for the first 12,000 gallons used, Sewer Base Fee: \$120.50 per EDU for the first 12,000 gallons used, Water in Excess of 12,000 gallons: \$6.00 per 1,000 gallons, Sewer in Excess of 12,000 gallons: \$6.00 per 1,000 gallons, Bay Restoration Fee (State mandated) remains at \$15.00, and remove the Meter Fee was made by Clark, a second was made by Ford; a vote of 4-1 was entered with Kerr voting against the motion.

**Resolution 2016-02 to amend the Utility Rates:** Faust introduced Resolution 2016-02 by reading it aloud. A Public Hearing will be scheduled for the June 1, 2016 meeting.

**Ordinance 2016-01 Wastewater System Borrowing:** Faust introduced Ordinance 2016-01 by reading it aloud. A Public Hearing will be scheduled for the June 1, 2016 meeting.

## **Public Comments:**

Mrs. Williams stated that she was frustrated with Funk & Bolton's response regarding the Pearson Adams property at 117 West Main Street. Faust would like to send out RFP's for another attorney. Faust informed Marshall to have Patrick call him the next day.

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

Respectfully submitted,

Michelle Marshall  
Town Clerk