

**TOWN OF SUDLERSVILLE**  
**Commission Meeting Minutes**  
**September 6, 2017**

**Present:** President Ronald Ford  
Commissioner Connie Engrem  
Commissioner William Faust III  
Commissioner David Ruffner

**Town Manager:** Jo Manning

**Public:** Joseph Apple, SVFC Chief; Mike Davis, Record Observer; Reece Coleman; and Will Wallace

**President Ford called the meeting to order at 6:30 PM.**

**The Pledge of Allegiance was recited.**

**Minutes of the August 2, 2017 meeting:** The minutes of the August 2, 2017 meeting were reviewed. A motion to accept the minutes as written was made by Faust; a second was made by Engrem, a vote of 4-0 was entered.

**Minutes of the August 2, 2017 closed session meeting:** The minutes of the August 2, 2017 closed session meeting were reviewed. A motion to accept the minutes as written was made by Faust; a second was made by Engrem, a vote of 4-0 was entered.

**Fire Company:** Mr. Apple thanked the Commissioners for getting the fire hydrant sign. He would like to get notified if there are any leak repairs in the future. The Old Sudlersville Middle School will now be known as the Sudlersville Business and Community Center.

**MES Report:** There was no report

**Sheriff Department:** There was no report

**Library:** The Library report was reviewed

**Planning Commission:** The Planning Commission cancelled their meeting in August. A motion to appoint Robert Nicholson to the Board of Appeals was made by Faust, a second was made by Ruffner; a vote of 4-0 was entered. Cesar Ocampo expressed interest in being on the Planning Commission. The Commissioners would like him to fill out an application for appointment.

**Town Manager & Financial Report:** The reports were reviewed. The Open Meetings Act requirements were discussed. The Commissioners agreed that they all should take the class online. Water leaks and repair procedures were discussed. Faust stated that water leaks and sewer leaks cannot wait to be fixed which is why we should have more than one contractor that is able to come out and fix leaks and he also suggested having spare bans for each size pipe on hand. The Town will send General Contracts for Utility repairs to Lindstrom Excavating and David A. Bramble. Manning explained the Town's current financial issues. Ford stated that the Town will need to put a major freeze on donations and he explained that currently the Town is owed \$50,215.59 in overdue utility bills. Ford suggested

that in order to have a better cash flow we may need to change to monthly billing rather than quarterly billing. Faust would like to see what the Town people think about this. The question will be posted on the Town's Facebook page. There was also discussion about changing the water shut off procedures to see with the money would come in faster. A motion to have Ford and Engrem attend the Library Board meeting to discuss asking for fifty percent of operating expense be paid by the library board was made by Faust, a second was made by Ruffner; a vote of 4-0 was entered.

**Code Enforcement:** The report was reviewed. Faust stated that the new owners of 117 West Main Street are doing a good job with cleaning up the property.

**Engineer Report:** Ford expressed that he feels that everyone on the Commission should read the contract for the Barclay Project. The Commissioners would also like to know what they can do legally against Rettew and Funk & Bolton for bad legal advice on Rettew's contract. Manning will ask Thomas Yeager for his advice.

**Action Items:**

**Bay Restoration Fee Exempt Application - Reed** – The Bay Restoration Fee Exempt application was reviewed. A motion to approve was made by Faust, a second was made by Ruffner; a vote of 4-0 was entered.

**Charter Review** – Manning updated the section 5 and made copies for everyone to take home and read for the next meeting.

**Public Comments:** None

A motion to adjourn the meeting was made by Faust, a second was made by Ruffner; a vote of 4-0 was entered at 8:00 PM

Respectfully submitted,

Michelle Marshall  
Town Clerk-Treasurer