



## **Town Commissioner Budget Work Session**

### **Meeting Summary**

**April 1, 2026**

**The Town Commissioners held an FY27 Budget Work Session at 5:30 pm.**

#### **Commissioners Present:**

**ET Kimble, President  
Sharon Dilks, Member  
Maria Costa Martin, Member**

**Those present reviewed line-by-line the draft budget (copy attached) as presented by the Town Clerk and requested at the March 4 Budget Session.**

**Given the assumptions made at earlier FY27 budget sessions and after affirming them once again, significant discussion related to three potential options for the anticipated \$9554 surplus ensued.**

- Option 1     Reduce anticipated revenue in Other Taxes by \$9554**
- Option 2     Increase the anticipated Professional Services expense by \$9554**
- Option 3     Include as suggested a “Reserve Fund” (essentially an internal savings account) to be used on an as needed basis – that allows for tracking in the accounting system (QBO).**

**The three Commissioners present agreed to Option 3 as outlined above and the draft FY 27 budget was accepted as presented.**

**There was agreement to have a formal budget presentation at the regularly scheduled May 6, 2026 Town Commissioner meeting for the public review and comment.**

**The Commissioners then discussed including time on the May 6 agenda to amend/approve the FY27 budget after taking into consideration public comment and concerns following the budget presentation.**



## **Town Commissioners Meeting Minutes**

**April 1, 2026**

### **Commissioners Present:**

**ET Kimble, President**  
**John A Haag, Vice President**  
**Sharon Dilks, Member**  
**Maria Costa Martin, Member**

**The meeting was called to order at 6:30 p.m., followed by the Pledge of Allegiance. On a motion by Commissioner Dilks, seconded by Commissioner Costa-Martin the budget work session meeting summary and the minutes from the 3.4.26 meeting were approved by a voice vote.**

### **Press and Public Comment**

**Sharon Andrews, Sudlersville Betterment Club, shared the event planning activities for the Saturday, October 10 celebration at the QAC Park were progressing. The first pitch for the “old time” baseball game will be thrown out at 3:00 p.m. The Lions Club will be selling hot dogs, the Ruritan will have funnel cakes, Freddie Lewis will sing the National Anthem and the Blake Thompson Band will be entertainment. The Town Commissioners agreed to make popcorn.**

**Sharon Andrews also brought up the need for concrete or gravel around the train station to ensure safe footing and access for the volunteers and visitors.**

### **Local Management Board Presentation**

**Rachael Carmody, QAC Local Management Board, gave a presentation on the Sudlersville community plan to build a support network for children, youth, and families by connecting them through mentoring. Area demographics indicate a higher concentration of families in need. She spoke about the efforts to get information out to the public through various outreach methods/options.**

**The Town Commissioners agreed to post the survey (English and Spanish) on its website**

and Facebook pages once the flyers had been revised. The Town thanked Rachael for her efforts and presentation.

### **Old Business**

#### **Adoption of Ordinance 2026-101 Updated Fee Schedule**

A motion was made by Commissioner Dilks, seconded by Commissioner Haag to adoption of Resolution 2026-101 Updated Fee Schedule was passed by a voice vote and becomes effective immediately.

#### **Silcox Contract Options**

Following the March meeting discussion – Commission Haag had reached out to Jay Silcox Engineering to confirm the fees and retainer options as previously presented to make sure both entities were under the same assumptions.

On a motion made by Commissioner Kimble and seconded by Commissioner Dilks, the option of \$185.00 per hour on an as needed basis was approved by voice vote.

#### **Website and Facebook Presence**

While still a work in progress, it was agreed that the recent updates to the Town of Sudlersville Website and Facebook pages are proving to be a necessary and effective improvement.

#### **Code Updates**

What began as a singular discussion about Cannabis Regulations from 2022 in the Town Zoning ordinance and ultimately revealed formatting issues quickly expanded to the need for a more detailed review to ensure other amendments to the Charter and the Zoning Ordinance had been completed and incorporated. Advice from legal counsel on the same indicates perhaps a thorough review of both is prudent to ensure changes made were voted on and recorded at Town Commissioner meetings and changes were codified. Efforts on this project will continue as time permits.

#### **MML Conference Registration – June 14-17, 2026**

Commissioner Dilks expressed an interest in attend the 2026 MML Conference and continuing her classes with the Academy of Excellence. Commissioner Kimble indicated the intent to go for at least one day. It was mutually agreed the Town will support their attendance and cover expenses.

### **New Business**

**FY27 Budget** – Commissioner Dilks indicated after the earlier budget work session that there would be an FY27 Budget presentation made at the regularly scheduled May 6 meeting and a potential vote after hearing public comments.

**May 18, 2026 - Election Update** – The Town Clerk shared that after a review of the Charter requirements with Commissioner Kimble and Commissioner Dilks that the schedule for the election had been formalized. A certificate of publication as required by the Charter for advertisement in the newspaper of general circulation was presented and acknowledged as consistent with the required timeline.

Two Town Commissioner positions are open Commissioner Griffith and Commissioner Costa-Martin – as determined by emails and available records/minutes research.

The Town Clerk also brought up Section 4-2 of the Charter which provides the opportunity for the Commissioners to designation Election duties. The Town Clerk requested the Commissioners designate Chris Johnston. Chris Johnston lives near Sudlersville, has been an election judge with Queen Anne’s County for many years and is well known for her roles in QAC Extension, Sudlersville Ruritan and many other organizations.

On a motion made by Commissioner Haag, seconded by Commissioner Costa-Martin and approved by a voice vote, the Town Commission voted to approve Chris Johnston to work with the Town Clerk on the Monday, May 18<sup>th</sup> election.

### **PC Applications**

The Town Commissioners reminded the public that there are two positions open on the Planning Commission. These positions are filled by completing an application for appointment. Copies of the appointment application are available at the office or on the web.

### **Agency Reports**

#### **Planning Commission**

Planning Commission members agreed there have been no new planning commission items raised since the last discussion meeting. There was continued acknowledgment of the need to review and incorporate changes to the zoning ordinance related to inoperable vehicles and animals within Town limits.

**Library** – *See attached report*

## **Town Clerk Update**

### ***Income/Expenses***

**The Town Clerk shared the current Queenstown Bank Balance is \$312,302.56. Credits totaled \$30,585.31 and disbursements totaled \$43,067.08.**

**The Town Clerk indicated that more prompt payment of bills by check was effective in eliminating unnecessary ACH charges or late fees.**

**Specific income from the Red Speed camera was \$5,982.73 in March – but cautioned that the State requires political subdivisions (jurisdictions) remit to the Comptroller any speed monitoring fines collected that total more than 10% of a subdivision's fiscal year revenues.**

### ***Audit and QB update***

**The Town Clerk shared again that the FY21, FY22 and FY23 audits were complete. FY24 and FY25 remain a work in progress by LJT and Wigglesworth accounting firms along with input and assistance from the County to recreate the fiscal details of those years.**

**LJT provided a written update on the FY24 Audit process and a copy of the letter is attached to the minutes.**

### ***ARPA Funds – Accounting and Close-out timeline***

**The Town has received notice that the final annual report for these funds is due by April 30 with total project closeout due by the end of calendar year 2026. According to reports the Town of Sudlersville received a total of \$467,187.76 in Federal funds through the ARPA (Federal Covid monies). Efforts to identify both the income and expenditures of these funds will begin promptly.**

### ***Insurance Claims Update***

**The Town Clerk indicated the claim for loss of funds had been filed with LGIT. However, the process remains on hold because the review information and files remain in the possession of the States Attorney and will be released following the trial.**

### ***Department of Legislative Audits – John Wachter***

**John Wachter, Senior Analyst with Maryland Office of Legislative Audits, responsible for the review and comment on jurisdictional financial audits has reached out regarding the lack of timely information for the Town of Sudlersville for FY 24 and FY25. He was made aware of the financial issues the Town is facing and provided contact information for LJT for a more specific update on the FY24 audit specifically.**

**He had specifically identified \$10,164 in uncollateralized Library funds and was provided appropriate Shore United documentation proving that the monies had been covered/protected through Shore United.**

**He indicated Sudlersville would be getting a letter with regard to the lack of timely submittals and would stay in touch as efforts to resolve/address the issues continue.**

***Trash RFP - draft***

### ***Miscellaneous***

**Ron Burris, Town Maintenance has requested approval for the following:**

- 1. Purchase of a new weed wacker and hedge trimmer (proposes use of John Deere credit)**
- 2. Open an account at Hooper to purchase necessary items for maintenance on the Kubota's rear brakes.**
- 3. Removal of bush out front to allow access to hose bib and outside unit.**

**On a motion by Commissioner Haag and seconded by Commissioner Dilks, all requests were unanimously approved.**

### **Town Commissioner Roundtable**

**There were no additional issues raised or discussed.**

**The meeting was adjourned at 7:30 p.m.**