

TOWN OF SUDLERSVILLE
Commission Meeting Minutes
February 7, 2018

Present: President Ronald Ford
Commissioner Connie Engrem
Commissioner Kevin Kerr
Commissioner David Ruffner

Town Manager: Jo Manning

Public: Faye Williams; Will Wallace; Joey Apple, Chief of Fire Company; Reece Coleman, Bill Comegys, and Peter Bourne, KCI

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

The Pledge of Allegiance was recited.

Minutes of the January 3, 2018 meeting: The minutes of the January 3, 2018 meeting were reviewed. A motion to accept the minutes as written was made by Kerr; a second was made by Ruffner, a vote of 4-0 was entered.

Swearing in of new Commissioner: A motion to nominate Carrie Comegys as a Town Commissioner to finish the term vacated by William Faust was made by Engrem, a second by Ruffner, a vote of 4-0 was entered. Town Manager Jo Manning swore Mrs. Comegys in as Town Commissioner.

Fire Company: There was no report.

MES Report: There was no report

Sheriff Department: There was no report.

Library: The Library report was reviewed.

Planning Commission: The Planning Commission submitted the amended Zoning Ordinance to the Commission for approval and adoption. The amendment was due to the section pertaining to the Planning Commission's responsibilities had been erroneously removed.

A Public hearing for the adoption of the amended Zoning Ordinance was opened at 6:38 PM by President Ford. Mrs. Williams voiced her concerns with the consistent problem of missing documents or items. With no other public comment, the public hearing was closed at 6:41 PM. A motion to approve and adopt the amended zoning ordinance was made by Ruffner, a second by Engrem, a vote of 5-0 to accept was entered.

Town Manager: Jo reviewed the monthly report. A discussion ensued regarding the Town Clerk vacancy due to Michelle's resignation. The position will continue to be a shared position with the Town of Millington. Interviews will be scheduled the end of February. Interviews will be done jointly with representation from both Towns. Upon completion of the interviews, recommendations of the candidates will be made to both Towns. Jo shared the Town has a safe that is no longer being used. It was originally purchased in 1965, Sargent & Greenleaf Safe, and is rated as a Class C with regarding to

hazard rating. The Commissioners agreed to sell. The Town received notification regarding subscription to the National Night Out Network, Commission was asked if anyone was interested in chairing this event; no response

Financial Report: The Financial reports were reviewed.

Code Enforcement: There was no report.

Engineer Report: Peter Bourne reported Wickersham has filed claims in federal court. A meeting has been scheduled with Mr. Kearney, Attorney, to discuss the upcoming case.

Action Items:

Purpora Reimbursement – there was an issue in December with a clogged sewer line, at the time we do not have a policy stating responsibility limits, an invoice for the clearing and repair to this line was made by the Purpora’s, Commissioners agreed the Town would reimburse costs. We will research and draft a policy for adoption regarding the limits of responsibilities on water and sewer lines. Ford recommended a pre-determined number of feet from the center of the road could be used to identify the Town’s limit of responsibility. Bourne explained that in his experience, the Town is responsible for all repairs to streets if the repair involves street work and that most Towns state the service line is the responsibility of the property owner regardless of its location, from the main to the dwelling.

Water & Sewer Connection Policy – The proposed water and sewer connection policy was reviewed. A motion to adopt was made by Kerr with a second by Ruffner, a vote of 5-0 was entered.

Travel & Expense Policy – The proposed travel and expense reimbursement policy was reviewed. A motion to adopt was made by Ruffner with a second by Engrem, a vote of 5-0 was entered.

Pool Filling Policy – The proposed pool filling policy was reviewed. A motion to adopt with the agreed amendment was made by Engrem with a second by Ruffner, a vote of 5-0 was entered.

Finance Committee – A discussion ensued regarding Attorney Yeager’s comments and concerns. Yeager recommended members be limited to in-town residents; this caused concern. Mr. Coleman suggested procedures be drafted by the members of the Finance Committee and forwarded to the Commission for approval. Everyone was reminded this Committee would have **NO** authority, the purpose is only for review.

Public Comments: There were no public comments.

A motion to adjourn the meeting was made by Engrem, a second was made by Ruffner; a vote of 5-0 was entered at 8:15 PM.

Respectfully submitted,

Elizabeth Jo Manning
Town Administrator