

TOWN OF SUDLERSVILLE
Commission Meeting Minutes
April 4, 2018

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

Town Manager: Jo Manning

Public: David Taylor, Sam Hokuf, Peter Bourne of KCI

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

The Pledge of Allegiance was recited.

Minutes of the March 7, 2018 meeting: The minutes of the March 7, 2018 meeting were reviewed. A motion to accept the minutes as written was made by Ruffner; a second was made by Kerr, a vote of 5-0 was entered.

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: There was no report.

Town Manager: Jo reviewed the monthly reports.

Financial Report: Financial reports were reviewed.

Code Enforcement: Report was reviewed.

Engineer Report: Peter Bourne reported at the wastewater treatment plant the effluent levels are lowering as per permit requirements; final change orders have been approved by submitted; contact will be made with contractor to submit a request for final payment. MDE issued a letter of acceptance of the plant. With regards to the Barclay project, plans and specs will be updated and submitted to MDE and USDA for approval.

Action Items:

Utility billing – the Commissioners reviewed the option of changing to monthly utility billing versus quarterly billing, Engrem made a motion to research and prepare ordinance amendments to change billing from quarterly to monthly, a second was made by Ruffner, a vote of 5-0 was entered

Clerk Position – the position of Clerk/Treasurer will be offered to Margaret Patterson with the contingency to be bonded and offer a 90-day probationary period; a motion to accept this recommendation was made by Engrem, a second by Comegys, a vote of 5-0 to accept was entered.

Library MOU for Utilities – the MOU between the Town and the Library was reviewed. A motion to accept was made by Ruffner, a second by Engrem, a vote of 5-0 was entered.

Public Comments: There was no public comment.

A motion to adjourn the meeting was made by Engrem, a second was made by Ruffner; a vote of 5-0 was entered at 7:35 PM.

Respectfully submitted,

Elizabeth Jo Manning
Town Administrator