

TOWN OF SUDLERSVILLE

Commissioners Minutes

August 05, 2020

Present: President Ronald Ford

Commissioners:

Carrie Comegys

Larry Leonard

Charles Leager

Dave Ruffner

Keith Griffith

Lauren McMullen

Town Clerk: Crissy Talty

Town Lawyer: Tom Yeager

Attendance: No attendance due to Covid-19 Done through go to meeting

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

The Pledge of Allegiance was recited.

Commissioner Charles Leager made a motion to approve the minutes from July 1, 2020 meeting. Dave Ruffner seconded the motion. A vote of 5-0 was recorded and entered.

Crissy swore in Lauren McMullen and Keith Griffith as new commissioners.

Commissioner Charles Leager makes a motion for Keith Griffith to be President of the commission, Lauren McMullen 2nds a vote of 4-0 vote entered motion passed Keith Griffith is president.

Commissioner Larry Leonard makes a motion for Charles Leager to be Vice President Carrie Comegys 2nds a vote of 4-0 entered motion passed Charles Leager is Vice President.

Fire Company Report: None given.

Sheriff Report: Nothing to report.

Library Report: Included in packet.

MES Report: Included in packet and read for online attendees.

Engineer's Report: Included in packet

Planning commission: Sue Elter stated the commission reviewed and approved the building permit for the Atlantic Broadband substation on Church Circle.

Town Clerk Report: Included in packet.

Old Business:

Approval of meeting dates

Potential Chesapeake Bay Trust Grant opportunity intro- KCI/CEM

MES Bill

New Business

Election of a zoning administrator

Update on Chesapeake Bay Trust Grant opportunity- KCI/CEM

Discussion of past due water bills

WCS audit engagement letter approval and signing

Discussion of salaries and office details over the next 30 days

Past due bills- LGIT, MML, MES, Crime ins.

Forgiveness for 101 North Church Street

Commission meeting:

Tom Yeager states we need a presiding officer, first President then Vice President since there is no presiding officer, commissioner Leager makes a motion to nominate Keith Griffith President Lauren McMullen 2nds a vote of 5-0 entered as to Keith Griffith voted President, and President Griffith calls for motion to select vice president for town commission, Larry Leonard makes a motion to select Charles Leager as Vice President, Carrie Comegys 2nds a vote of 5-0 entered as to Charles Leager voted Vice President.

President Griffith reads an excerpt of library report, asks if he must read the entire thing, Tom Yeager states he can just let the public know its part of the record of the meeting and available for public inspection. President Griffith reads excerpts from the MES report, excerpts the engineer report, Tom Yeager gives background on Intergovernmental Agreement report on Barclay to the new commissioners.

President Griffith asked Peter Bourne if we could roll our loan with USDA over or into a grant, Peter states no but that they are looking into grants for when we finally get the hook up with Barclay on the way. Tom Yeager asks if this was ongoing, has the engineer been in talks with MDE and USDA for ways to try and rectify the debt owed by the town, Peter states this has been ongoing for 2 years.

President Griffith suggests that the commission move the workshop meeting later so people who work that want to attend can, Tom Yeager states this is typical of other towns. A motion is made by President Griffith for the workshop meetings to happen at 6 pm on the third Wednesday of every month, Lauren McMullen and Larry Leonard 2nds it a vote of 5-0 entered, workshop meetings will be conducted on the third Wednesday of the month at 6p.m.

Chesapeake Bay Trust grant- Deb Pheil introduces herself as the project manager and gives a brief summary to the new commissioners and gives a brief presentation. The Chesapeake Bay Trust application, they have established a tentative project team and have met with the town and QA county and the school. Initial grant was water quality, not there yet, they want input from everyone they want the watershed grant. No cash match obligation to the municipality, the town will receive a check and it would pay down the project. Will be requesting letters from project team and sending in application for grant, and hopefully project could be kicked off in November. Wanted to update new commissioners and answer any questions they may have. President Griffiths biggest concern is to not exceed the budget, Debi states their contract will match they cannot exceed they can only match so there can be no exceeding the budget. KCI will be doing the project reports as an extension of the staff, Commissioner Comegys is the contact. All the commissioners agree this is a great project and Commissioner Comegys is the perfect liaison.

Zoning Administrator needs to be appointed by the commission, Tom Yeager states that the town administrator usually assumes that role. We do not have a town administrator; President Griffith asks can we have a resident do it? And come to Crissy with issues. Tom Yeager states yes you must make sure they have time to perform the duties, does not have to be tonight but can happen at the next meeting. The commission is going to ask Dave Ruffner if he would like to retain being zoning administrator.

Discussion of past due water bills, President Griffith states he knows with covid this is a hard time, however he encourages the residents not to take advantage of this, to try and pay what they can and when they can. Tom Yeager states the executive order did not excuse water bills, it excused the cut off for nonpayment, as soon as the moratorium is lifted this is due. President Griffith states to the town to pay what you can when you can so as not to be in the worst possible position when the moratorium is lifted. Tom ask Madame Clerk to do you accept partial payments, Crissy states yes, we have people who do that now.

WCS Audit, Crissy presents the engagement letter for signature, as it was approved the last meeting, President Griffith asks are these the same company that does our taxes? Crissy states no those are done by the clerk as of right now. President Griffith will sign the letter when we receive the right town engagement letter.

Discussion of salaries, president suggest we work on that over the next 30 days and done in a closed session. Tom Yeager explains you can discuss duties or creating a position in open session, but when it is an individual employee it must be done in closed session.

Forgiveness of 101 North Church St, Crissy explains she has been in contact with the resident and he thought he could handle the leak. She also says that he is always on time with payments and has never had a problem like this, and he has always been on time. So far, he has paid over \$2479.30 toward his bill, half that is owed to these bills. Commissioner Leonard asks has he ever had this problem before and been forgiven, Crissy states no. Commissioner Comegys asks if there is anywhere stated that this can only happen one time to Tom Yeager, Tom states that it was only discussed and never put in an Ordinance or Resolution. He suggests the town needs to treat everyone equally and put it in writing and put in the form of a resolution. Commissioner Leonard asks what has been paid so far, Crissy states he

owed \$4415.22 he has paid \$2479.30 still has \$2526.22 the resident has made a very good effort to pay what was owed. His monthly bill is like \$170. He has paid more than a typical bill. A motion to forgive is made by Larry Leonard 2nd by Charles Leager a vote of 5-0 counted motion carries vote entered.

Bills due, LGIT, MML, MES President Griffith wants all the bills directed to Crissy

LGIT-the bond for the water and sewer, needs to be paid as soon as the checking account is changed to the new commissioners' names added.

MML- needs to be paid right away

Crime annual installment- President Griffith is confused, Tom Yeager is not sure we need this insurance, President Griffith is going to call them and get with Tom Yeager about this. We will revisit this.

MES- President Griffith states what is owed, and we have 60 days to pay, he was contacted by Delegate Arentz and was told he was contacted by Mr. Glass. President Griffith contacted Mr. Glass; in 5 minutes they had come up with a plan of attack for the situation with MES. A repayment plan for MES of \$20,000.00 a month would be a 60-month plan to repay the debt owed to them and would bring us to a zero balance. President Griffith think we should try to make this work since we are already past the halfway mark on the 60 day walk away. Mr. Glass asked if we could make a full payment of what was agreed upon before to continue with the repayment plan that was already started. Needs to be a decision made by the entire board, we pay \$15,000.00 a month all the rest would go to arrears. We collect \$39,000. A month and should be able to honor this agreement. Commissioner Comegys says can we do that payment? We must depend on the residents to pay their water bills. We can't make an agreement that we can't keep. Tom Yeager states the commissioner should review the rates and increase if its need to be. Crissy states some of the bigger bills a month the town has. Most of those are the electricity bills, like Foxxtown and the commission decides they want this checked into. President Griffith is calling Jack Wilson in the morning to find out if this was agreed upon in the Foxxtown contract. We will revisit this before the Sept deadline. The commission is going to revisit contracts and find out somethings about our finances and an emergency meeting may have to be called to discuss and decide and motion for the MES bill. President Griffith suggest we make the electric bills an action item and revisit them.

American Tower- called and stated that their spectrum has changed since covid and wants to discuss the lease. Tom Yeager states that this is a signed contract and they are obligated to pay.

T-Mobile- President Griffith will contact them.

Delmarva Wi-Fi- Has not paid and is in breach of contract. Need to revisit the contract and decide if it has been breached.

Public comment:

Andy Mutchler- Congratulations, He knows they will do well and have the best interest in the town, need to change passwords and the door locks with an immediate inventory of the keys. President Griffith agrees and states it may be better to investigate changing the locks.

Faye Williams- Thanks to the old commissioners and congratulations to the new. Is surprised to hear some of the things she has heard, and kind of depressing to find out things have been ignored over time. The presentation was very good. She suggests the commissioners should have the agenda on the Friday before the Wednesday meeting.

Coral Nichols- Likes the online meet option.

Brenda Stant- Suggests when it comes to positions being available, they be posted for anyone interested. The clerk I know she is new; she should not have been had to be told to pay she should have paid something anything, but she didn't pay anything. She knows that if payment isn't made or attempted to be made the collect on you. She should have done something. President Griffith makes her aware that the clerk is told to pay and what to pay. This is not something she can just take in her own hands and do. This is on the commission and as the new commission he is taking responsibility. Stant states she is talking about the last 3 months and how it was not paid, and she should have paid something. As far as she is concerned it is who you know in this town.

Sara Skinner- Congratulations, amazed by everything that's being discovered and hopes things will turn around and the town will get straightened out.

With no further business to discuss, a motion to adjourn was made by Charles Leager, Larry Leonard seconded the motion. A vote of 5- 0 entered and recorded.

Respectfully submitted,

Crissy Talty

Town Clerk