



Town of Sudlersville

200 South Church Street-Sudlersville, MD 21668

(410) 438-3465 - Fax: (410) 438-3376

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www.townofsudlersville.org

Sudlersville Commission Meeting

October 6, 2021

Welcome & call to order

Pledge of Allegiance ✓

Close Commission Meeting

Open Executive Session-To discuss a personnel matter. ✓

Close Executive Session ✓

Approval of Minutes from September 1, 2021 meeting (attached) ✓

Finance Report (attached) ✓

Reports

- Fire Company *No More Budget None*
- Sheriff's Department *None*
- Library Report *None*
- Engineer Report *None*
- Planning Commission Report *None*
- Code Enforcement report (attached) *OK*
- Maintenance Report (attached) *OK*
- Barclay Extension Update *OK OK*

Old Business

- Redspeed
- Water Bill Collection/-Utility Billing software/Accepted Payment Methods
- Prior bill discussion
- Rate Study
- DelMarVa Wfi

New Business

- Trick or Treat *6:00 to 8:00*
- Property maintenance purchase
- Barclay monthly meeting being held in Sudlersville *Held Here*
- MDE yearly inspection report

Check Money Order

Public Comment

Adjourn Commission Meeting

Sudlersville Commission Meeting

September 1, 2021

President Griffith opened the Sudlersville Public Hearing at 6:30pm. The pledge of allegiance was recited and those present were: President Griffith, Commissioner Leonard, Commissioner Comegys, Commissioner McMullen, Commissioner Kerr, Attorney Tom Yeager. Faye Williams, Virginia Albers, Clerk, Dave Ruffner, and Reese Coleman. Brian Trossback, Sue Elter and Karen Ruffner were on the zoom call.

Virginia disseminated the meeting minutes for July 6, 2021. It was noted that that billing company we had inquired about is called MuniLink instead of Munibilling

The financial report was prepared by Jeanette and reviewed by the commission.

Codes Enforcement-Virginia shared the codes enforcement report and stated that she is still being assisted by Dave Ruffner.

Sudlersville/Barclay Sewer Project- Moving forward. Still waiting a the rate study. Bi-monthly zoom called still being held, which includes all parties.

Planning Commission-Faye stated that Mike Lesniowski attended that last meeting and presented a small sub-division that will 3 to 5 sewer hook-ups. Few other permits in the works.

The Commission learned that our local Planning and Zoning needs to meet every other month if there is no business to discuss. See copy below:

§ 13-2104. In general

(a) Term. --

(1) The term of a member is 3 years.

(2) At the end of a term, a member continues to serve until a successor is appointed and qualifies.

(3) A member appointed to fill a vacancy in an unexpired term serves only for the remainder of the term and until a successor is appointed and qualifies.

(4) A member of the Advisory Board may not serve more than two consecutive terms.

(5) The terms of the members of the Advisory Board are staggered as required by the terms provided for members on October 1, 2005.

(b) Chair. -- The members of the Advisory Board shall elect a chair of the Advisory Board each year.

(c) Quorum. -- A majority of the members present at a meeting shall constitute a quorum for transacting business or performing any duties.

(d) Meeting schedule. -- The Advisory Board shall meet at least once every other month.

The Commissioners expressed the need to perform rental inspections. They have not been done since 2017.

Waterbills-. Were just sent out. Inaccuracies are expected and office personnel will deal with them as needed.

Sudlersville Memorial Library

August 2021

Total Patrons: 123

Total Checkouts: 249

Total Books: 210

Total Movies: 39

Checked In: 234

Renewals: 24

New Patrons: Marisa Ratliff

We are still delivering books to some of our patrons.

Breakdown by Towns

Sudlersville In Town: 33

Sudlersville Out of Town: 33

Barclay: 1

Millington: 32

Crumpton: 7

Chestertown: 2

Marydel: 4

Henderson: 2

Church Hill: 1

Smyrna: 2

Denton: 1

Goldsboro: 2

Milford: 1

Berlin: 2

Sudlersville Memorial Library

September 2021

Total Patrons: 141

Total Checkouts: 232

Total Books: 191

Total Movies: 41

Checked In: 230

Renewals: 44

New Patrons: Christopher Faulkner, Jazelle Torres

We are still delivering books to some of our patrons.

We had a successful card class on September 13th. 15 people were in attendance. Our next card class is October 18th.

Breakdown by Town

Sudlersville In Town: 56

Sudlersville Out of Town: 32

Barclay: 3

Millington: 28

Crumpton: 4

Chestertown: 2

Marydel: 5

Harrington, DE: 2

Betterton: 1

Smyrna, DE: 2

Goldsboro: 1

Henderson: 2

Middletown, DE: 1

Greensboro: 1

Florida: 1

SUDLERSVILLE MAINTENANCE REPORT

WEEKLY DUTIES:

Clean office

Clean storm drains 3x per week if necessary

Clean heavy debris and trash from streets

Miss Utility ticket responses

Haul debris to dump

ADDITIONAL WORK PERFORMED:

-DISASSEMBLED AND REPAIRED STREET SWEEPER

It now runs and could potentially be sold

-Scraped and repaired library steps, deck, and handrail

-Painted library steps, deck, and handrail

-Scraped handrail going up the library ramp

-Obtained bids for mower and bush hog

-Cut down dead tree on South Church Street

-Trimmed limbs overhanging sidewalk on South Church Street

-Began painting signs throughout town

-Met with library personnel to see what they feel needs to be addressed there

-Took Virginia through town to go over property boundaries of town limits and made a plan for how to move forward with cleaning up the issues within the town from a code enforcement standpoint

MUNIBILLING

Maryland Rural Development Corporation - Managed Services Proposal - 3 Year Term Agreement

Maryland Rural Development
Corporation
101 Cedar Lane
Greensboro, MD 21639
United States

Keith Griffith
keithgriffith15@yahoo.com

Reference: 20211005-095934113

Quote created: October 5, 2021

Quote expires: January 3, 2022

Quote created by: Eric Bavisotto

Account Executive
eric@munibilling.com

919.889.4666

Comments from Eric Bavisotto

MuniBilling helps you handle every aspect of your customer billing process, from the collection of usage data, managing property & ownership information, generating bills, processing payments, assessing late fees, and producing collection notices

Products & Services

Item & Description	Quantity	Unit Price	Total
Managed Services Utility Billing Complete full-service account management monthly fee with US based call support, management of billing process, integrated real time payment processing, and dedicated account manager. With call center - \$3.75/active billed account in year 2 and 3. Price per billed customer w/o call center = \$4.50 in year 1 and \$3.50/active billed account in year 2 and 3. Monthly price includes conversion with 2 years of historical data and online training *on-site training is available with applicable per diem rates.*	191	\$4.75 / month	\$907.25 / month

Done

Bill Printing per bill + Actual Postage Rates
(Optional)

Subtotals

Monthly subtotal \$956.91

Total \$956.91

Purchase Terms

This proposal is contingent upon your acceptance of the terms and conditions contained in MuniBilling's standard Software Subscription Agreement.

Conversion and Testing is based on estimated number of hours and is subject to change based on need.

Printing and Postage will depend on number of EDU's delivered and does not include postage rates per month.

Signature

Signature

Date

Printed name

Countersignature

Signature

Date

Printed name

Questions? Contact me



Eric Bavisotto

Account Executive

eric@munibilling.com

919.889.4666

MuniBilling

3300 Battleground Ave

Greensboro, NC 27410

United States

Codes Enforcement
September, 2021
Virginia Albers & David Ruffner

1- 4113 Church Street	2 untagged vehicles	Citation
2- 1117 West Main	Tall Grass	2 nd letter
3- 107 S. Church Street	Deck boards missing	Citation
4- 1117 West Main	Overgrown Lot	1 st Letter
5- 1117 West Main	Untagged vehicles	Moved around back-2 nd letter
6- 101 S. Main Street	Tall grass behind storage units	Done
7- 1117 Church Street	Tall grass	1 st Letter
8- 1117 West Main	Dumpster Noise	1 st letter
9- 1117 West Main	Grass	1 st Letter
10- 1117 West Main	Dog, Trash in back yard, Grass Untagged vehicles	1 st letter
11- 115 West Main	Roof	1 st letter
12- 115 West Main	Grass	1 st Letter
13- 115 West Main	Trash & Debris	1st letter
14- 110 Wayne Street	Electric Wires Down	1 st Letter