



## **Town of Sudlersville**

200 South Church Street-Sudlersville, MD 21668

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

[townoffice@townofsudlersville.org](mailto:townoffice@townofsudlersville.org)

[www.townofsudlersville.org](http://www.townofsudlersville.org)

### **Sudlersville Commission Meeting**

**November 3, 2021**

Welcome & call to order

Pledge of Allegiance

Approval of Minutes from October 6, 2021 meeting (attached)

Finance Report (attached)

#### **Reports**

- Fire Company
- Sheriff's Department
- Library Report
- Engineer Report
- Planning Commission Report
- Code Enforcement report (attached)
- Maintenance Report (attached)
- Barclay Extension Update

#### **Old Business**

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

#### **New Business**

- Issuing a statement about Michael Faust
- Tree estimates and resident concerns about a tree
- Potential of bringing in a grant writer/economic development person
- Sewer Line Maintenance
- Water Line Flushing (see attached)
- Water Tower Cleaning/Maintenance

#### **Public Comment**

**Adjourn Commission Meeting**-Next meeting scheduled for December 1, 2021

## Sudlersville Commission Meeting

October 6, 2021

President Griffith opened the Sudlersville Public Meeting 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, Sue Elter, Billy Faust, John and Andi Haag, Virginia Albers, Clerk, ET Kimble, and Dave Ruffner, Reese Coleman, Dale Larrimore.

Finance Report-Needed to be revised. Tabled until next meeting.

President Keith Griffith announced that Jeannette DeLude will no longer be assisting in the Town Office effective October 31, 2021. Virginia Albers plans to increase her hours and will take over some of Jeannette's duties. Jeannette will be available for training if needed by Virginia.

Rolling Vote-Is a vote in which the votes (for or against) of each member of the commission are recorded. Taking a vote by roll call (or by yeas and nays, as it is also called) has the effect of placing on the record how each member votes. The clerk records each vote individually by each commissioner.

Codes Enforcement-Virginia shared the codes enforcement report and stated that she is still being assisted by Dave Ruffner. Mention of lose dog on Main Street. They must be contained by a fence or on a leash.

Sudlersville/Barclay Sewer Project- Moving forward. Still waiting on the rate study. Bi-monthly zoom calls still being held.

The Town has not been in compliance with regards to the Sudlersville Wastewater Treatment Plant. We are working with Queen Anne's County Public Works to correct the issues to bring the plant in compliance.

ET said that the water table is high on South Church Street and the sewer is made of terra cotta pipe. Needs a camera to investigate.

Planning Commission- Reese reported that the September Planning Commission meeting was canceled due to lack of business.

Water bills-. Last date sent out was August 25, 2021.

For several months, we have been discussing to opt out of paying water bills in cash. A motion was made by: Kevin and seconded by Lauren to not accept cash after the new billing system is activated. The motion passed.

Commissioner	Yay	Nay	Abstain
Griffith	✓		
Leonard	✓		
Comegys	✓		
McMullen	✓		
Kerr	✓		

The Commission continued their discussion on the billing situation with past due balances, the inaccuracies on the bills, the effect on town residents, the need to waive past due fees and possibility of making balance dues Zero. No decisions were made.

Sue Elter commented that she can read her meter and estimate how much her monthly bill will be.

Keith continue the discussion to hire Munibilling as an outsource for monthly water billing. Lauren made a motion, which was seconded by Larry to contract Munibilling for a period of three-years. The motion passed.

Commissioner	Yay	Nay	Abstain
Griffith	✓		
Leonard	✓		
Comegys		✓	
McMullen	✓		
Kerr	✓		

Property Maintenance-President Griffith, our property maintenance manager stated that we outsource the mowing needed and it costs \$1,400 per month. He suggested that the town purchase a mower and a brush hog unit to do the mowing in-house. The equipment would easily pay for itself. He presented 3 estimates for the equipment needed. Binkley & Hurst, \$17,447, QA Atlantic Tractor, \$13,700 and Chestertown Atlantic Tractor, \$12,350. Carrie asked the commission for time to do more research and make a decision at the next meeting.

Redspeed-Waiting on State Highway Administration. The unit will be placed going out of town by the school.

Sidewalks-Keith said he had been in talks with Delegate Steve Arentz for our sidewalk issues.

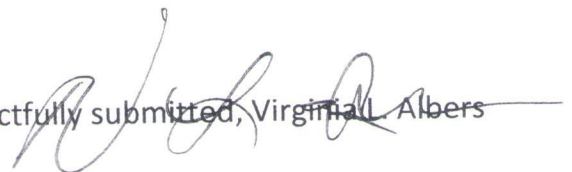
DelMarVa Wifi-Needs to pay the Town of Sudlersville in full and has not.

Billy Faust reported that Fire Prevention week was coming up. He said to make sure to change batteries in smoke detectors and the Sudlersville Fire Department donate one to those that need them.

Halloween-will be celebrated in the Town of Sudlersville on Sunday, October 31, 2021. Times to pass out candy were set at: 6pm to 8pm. Trunk or Treat is scheduled to be held at the Methodist Church.

The Sudlersville meeting adjourned at: 8:15 pm.

Respectfully submitted, Virginia L. Albers





**Town of Sudlersville**  
**Balance Sheet**  
 As of November 3, 2021

	Nov 3, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
BB and T Bank General Fund	283,429.79
Peoples Bank General Fund	134,721.87
Peoples Bank Utility Fund	4,906.52
PNC business checking utility f	18,700.19
PNC Money Market	3,685.06
Total Checking/Savings	445,443.43
Accounts Receivable	
1200. Accounts Receivable	
1201. AR Water	-180.00
Total 1200. Accounts Receivable	-180.00
Total Accounts Receivable	-180.00
Total Current Assets	445,263.43
<b>TOTAL ASSETS</b>	<b>445,263.43</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2010. Accounts payable	1,379.70
2011. AP water	6,944.16
Total Accounts Payable	8,323.86
Other Current Liabilities	
2000. Other current liability	
2112. Bay restoration fee	-2,896.11
Total 2000. Other current liability	-2,896.11
2100. Payroll Liabilities	
2120. Federal Fica tax payable	-1,374.06
2100. Payroll Liabilities - Other	3,812.98
Total 2100. Payroll Liabilities	2,438.92
Total Other Current Liabilities	-457.19
Total Current Liabilities	7,866.67
Total Liabilities	7,866.67
Equity	
Opening Balance Equity	123,943.28
Retained Earnings	-11,516.13
Net Income	324,969.61
Total Equity	437,396.76
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>445,263.43</b>

## **Sudlersville Memorial Library**

**October 2021**

**Total Patrons:** 146

**Total Checkouts:** 206

**Total Books:** 161

**Total Movies:** 45

**Renewals:** 34

**Checked In:** 222

**Holds:** 2

**New Patrons:** Leanne Alphin-Klerlein, Tony & Hannah Yoder

We are still delivering books to some of our patrons.

We had our second card class on October 18<sup>th</sup> and handed out candy to trick or treaters on Halloween.

The library will be closed on Thanksgiving Day and the Saturday after.

### **Breakdown by Town**

**Sudlersville In Town:** 35

**Sudlersville Out of Town:** 37

**Barclay:** 11

**Millington:** 41

**Crumpton:** 4

**Marydel:** 5

**Severn, MD:** 2

**Kansas City, MO:** 1

**Henderson:** 3

**Greensboro:** 2

**Centreville:** 1

**Harrington, DE:** 1

**West Virginia:** 1

**Smyrna, DE:** 2

Codes Enforcement  
October, 2021  
Virginia Albers & David Ruffner



Untagged vehicles

Citation

Dog, Trash in back yard, Grass  
Untagged vehicles

2nd letter

Roof

2nd letter

Trash & Debris

2<sup>nd</sup> letter

## 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 locates and responses

Haul debris to dump

### ADDITIONAL WORK PERFORMED:

Met with QA county sanitation and Mr Rooter and began diagnosing potential issues with sewer pipes, during the investigation we discovered that the manhole near the entrance of the town office had settled into the ground creating a low spot which was causing the sewer line to have flow issues. We utilized a camera to inspect the pipe and discovered that there are some areas of infiltration that could be throwing off our actual flow into the plant. I also worked with MRWA and we toured the town and located several potential issues that are also causing many problems in the town, there is a plan hopefully before the end of the year for myself, and MRWA to smoke the towns septic system lines and discover all areas that are allowing infiltration and to correct the issues. Mr Rooter and QA sanitation, myself and E.T. Kimble will be having another meeting in the near future to do more camera work on the sewer lines in hopes of identifying areas that need to be repaired.



## INVOICE # NO. \_\_\_\_\_

DATE: 10-6-21

QUOTE EXPIRATION DATE

Dixonstreeservice416@gmail.com

Licensed & Insured

# Sewer Plant

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Remove lodged oak tree from over top of property fence	\$400.00	
	chip Brush	\$150.00	
	Haul off chips	\$50.00.	
		SUBTOTAL	
		SALES TAX	
		TOTAL	\$600.00

To accept this quotation, sign here and return:

THANK YOU FOR YOUR BUSINESS!





## INVOICE # NO. \_\_\_\_\_

DATE: 10-6-21

QUOTE EXPIRATION DATE

Dixonstreeservice416@gmail.com

Licensed & Insured

Maple Ave

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Remove Maple Tree	\$ 200.00	
	- Haul wood	\$ 50.00	
	- Haul chips	\$ 50.00	
	- Chip Brush	\$ 200.00	
	- Grind stump	\$ 100.00	
		SUBTOTAL	
		SALES TAX	
		TOTAL	\$600.00

Josh Dixon

To accept this quotation, sign here and return:

THANK YOU FOR YOUR BUSINESS!



## INVOICE # NO. \_\_\_\_\_

DATE: 10/6/21

QUOTE EXPIRATION DATE

Dixonstreeservice416@gmail.com

Licensed & Insured

Maple Ave

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Remove Sycamore tree	\$675.00	
	Haul off chips	\$125.00	
	Haul off wood	\$125.00	
	Chip Brush	\$500.00	
	Grind stump	\$175.00	
		SUBTOTAL	
		SALES TAX	
		TOTAL	\$1600.00

Quotation prepared by: Josh Dixon

To accept this quotation, sign here and return: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS!





**SALES QUOTATION  
PURCHASE**

Middletown, DE  
19709  
(302) 378-9555

Name:	Town Of Sudlersville (Carrie Comegys)	Acct:	43451
Address:	200 South Church St	Phone:	410-739-9181
City/St/Zip:	Sudlersville, MD 21668	Date:	10/22/21
County:	Queen Anne's	Email:	carbill212@gmail.com

Qty	Tag Number	N/U	Model Code Catalog No	Machines And Attachments (INCLUDE SERIAL NUMBERS)	Selling Price
1	EQ279601			2021 Kubota Z422KW-54 Zero Turn Mower	
				Serial # - <b>KBGHGCG0KMGH23263</b>	
			BASE	Prosumer Zero-Turn w/ 54" Deck	List Price \$7,792.00
				<b>GOVERNMENT SALE PRICE</b>	<b>\$6,900.00</b>
1	EQ279614			2021 Kubota Z724XKW-3-54 Zero Turn Mower	
				Serial # - <b>ON ORDER</b>	
			BASE	Zero Turn Mower	List Price \$10,142.00
				<b>GOVERNMENT SALE PRICE</b>	<b>\$8,900.00</b>
1	EQ271119			2021 Land Pride RCR1860 Rotary Cutter	
				Serial # - <b>1857574</b>	
			11	LAMINATED TIRE / WHEEL & YOKE	
			2	FRONT CHAIN GUARD (312-845A)	
			31	DRIVELINE CAT 3X38 SHEAR BOLT	
			41	REAR CHAIN GUARD (312-834A)	
			RCR1860	ROTARY CUTTER 18 SERIES - 60"	
				<b>GOVERNMENT SALE PRICE</b>	<b>\$2,400.00</b>

Delivery	Will Call	PO#	Payment Terms:	Cash	<b>GRAND TOTAL</b>
Requested Delivery Date:			Finance		
Warranty Start Date:			Rate _____ % Term _____ Mths		
Directions:			Retail Finance Prog #:		
			Interest Start Date:		
			Payment Start Date:		
			Payments: Amount \$		TRADE ALLOWANCE \$0.00
			<input type="checkbox"/> Mthly <input type="checkbox"/> Qtrly <input type="checkbox"/> Semi-Ann <input type="checkbox"/> Annual		TRADE PAYOFF DUE \$0.00
			<input type="checkbox"/> Case Physical Damage Insurance		SALES TAX
<input type="checkbox"/> Own Insurance		<b>TOTAL DUE</b>	<b>\$0.00</b>		
<input type="checkbox"/> Trade Lienholder / Acct # / Date:		FINANCE AMOUNT			
<input type="checkbox"/> Clear of Liens?		CASH AMOUNT			

Weight Bracket	Calcium - Rear	Set Tires			
Weights #	Calcium - Front	Other			
Tag #	Yr	Make / Model / Desc / Serial# / Hours	Payoff (If Applicable)	Trade Allowance	

Customer

## RCR1860 &amp; RCR1872 Models

Specifications & Capacities		
Model Numbers	RCR1860	RCR1872
Implement Weight	599 lbs.	737 lbs.
	With laminated tailwheel, slip clutch driveline, front rubber guards and rear metal band	
Hitch	Category I with floating clevis top link, Quick-Hitch ready	
Cutting Width	60"	72"
Overall Width	65"	77"
Overall Length	99 3/8"	110"
Deck Height (Bottom of Deck to Bottom of Skid Shoe)	7 1/2"	9"
Cutting Height	1 1/2" - 13"	1 1/2" to 11 1/2"
Cutting Capacity	2" Diameter	
Recommended Tractor Horsepower	20-65 horsepower	
Power Take-Off Speed	540 rpm	
Gearbox	1:1.93 Speed-up beveled gears Cast iron housing	1:1.46 Speed-up beveled gears Cast iron housing
Gearbox Oil Capacity & Lubricant	4.5 Pints of EP 80-90W oil	4 Pints of EP 80-90W oil
Deck Material Thickness	10 Ga. (.134")	
Side Skirt Material Thickness	10 Ga. (.134")	
Deck Construction	All welded deck	
Skid Construction	Full length welded on	
Stump Jumper	Round pan 10 ga. x 24" with blade holder bar	
Blades (2)	1/2" x 3" Heat treated alloy steel Free-swinging high lift - low friction	
Blade Bolts	Keyed with harden flat washers & lock nuts.	
Blade Tip Speed	16,363 FPM	14,955 FPM
Driveline	ASAE Category 3 shearbolt or 2-plate slip-clutch	
Driveline Protection	Optional - Center shearbolt protection Optional - Center bolt 2 plate slip clutch	
Tailwheel Mount Assembly	Welded A-arm and caster fork with 360 degree swivel	
Tailwheel	4" x 8" x 15" Laminated tire with cast iron hub or 4" x 16" molded rubber tire	
Front Guard	Optional: Rubber Belting Accessory: Chain Guard	
Rear Guard	Standard: Metal Band Optional: Rubber Belting Accessory: Chain Guard	



Keith,

Thanks for taking the time to meet with me earlier today. I was looking at the Millington tank and I was mistaken, theirs is only 200,000 gallons so that is a fair amount smaller than yours. I can speculate on the cost, but with the way pricing has been lately it may not be very accurate.

Millington was about \$250,000 all in for a full renovation. We looked at a spread cost option for both 3 years and 5 years. The rough numbers broke down as follows

Spread	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
3 year	82000	82000	82000	12000	12,600	13,320	13,900
5 year	57000	57000	57000	57000	57000	13,320	13,900

For your tank, at 500,000 Gallons you can expect this pricing to go up quite a bit from where Millington is. While it is likely not double, I won't really have a great handle until we do the inspection and request actual pricing. As you can probably imagine, we are not immune to the inflationary pressure that is being seen with everything.

I am happy to come to your board meeting tomorrow night if you think it would be helpful. I can speak for 5 minutes or so on the benefits of a program like this. Please find attached two things for your review:

- Tank Asset Management Brochure
- Features and benefits slides from a presentation I usually give.

The four key elements of our asset management program are as follows:

1. Shift of Risk (from town to Suez)
2. Custom Financial Model (Spread Costing, long term financial planning)
3. Perpetual Warranty – Everything is covered into perpetuity
4. 100% Accountability – Full Protection and full compliance.

Let me know if you have any questions or if you want me to come out to your meeting. Just give me the details (time, etc.) and I will be there. I can bring a few handouts and answer any question that may be raised.

Have a good one,

**Robert Mourlas**

Water Systems Consultant – MD, DE, South Central PA



738 Thelma Road Roanoke Rapids, NC 27870  
Phone: (800) 828-0876 Fax: (252) 535-3215  
[www.tankcare.net](http://www.tankcare.net)

## BUDGET PROPOSAL

Date: 10/29/21

Proposed Submitted To:

**Town of Sudlersville, MD**

Project & Job Location:

**500,000 Gallon Watersphere**

Southern Corrosion Inc. agrees to provide all the labor, equipment, and materials needed to complete the following:

### 1) Repaint Exterior:

- Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- Clean all rusted and paint failed areas using scrapers, hand and power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand and power tool cleaning.
- Apply a spot prime coat of an epoxy-mastic primer to all bare metal surfaces applied at 2.5 to 3.5 mils dry film thickness.
- Apply two (2) full finish coats of an acrylic coating to all exterior surfaces at 1.5 to 2.5 mils dry film thickness per coat.
- Reapply the existing tank signs as they currently appear.

### 2) Wash Out Tank Interior Wet Area:

- Wash out tank interior wet area to remove accumulated sediment. Clean interior floor surfaces and shell wall surfaces that can be reached from the floor using 4,000 psi pressure washers or higher.
- All debris will be removed from the tank and piled adjacent to the tank. Disposal of the debris will be the responsibility of others.
- Sterilize the tank interior using AWWA Disinfection Method #2, spray method.

### 3) Inspection Report.

**Seventy Two Thousand Nine Hundred Dollars and ----- xx/100**

**Total - \$72,900.00**

All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from specifications quoted involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry sufficient property insurance. Southern Corrosion Inc., will supply workman's compensation insurance, general insurance, builders risk insurance, and pollution liability insurance.

Southern Corrosion Inc.

Pricing Good For: **30 Days**