



Town of Sudlersville

200 South Church Street-Sudlersville, MD 21668

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Sudlersville Commission Meeting

January 5, 2022

Welcome & call to order

Pledge of Allegiance

Approval of Minutes from December 1st & 15th, 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

- Water Bills
- Rate Study
- DelMarVa Wfi
- 109 E Main Street
- Parcel 245 Lot 1- 7.246 Acres

New Business

Impact Statement

Public Comment

Adjourn Commission Meeting-Next meeting scheduled for February 2, 2022

Sudlersville Commission Meeting

December 1, 2021

President Griffith called the Sudlersville Commission Meeting to order at 6:30pm. The pledge of allegiance was as recited and those present were: President Griffith, Commissioner Leonard, Commissioner Comegys, Commissioner Kerr, Attorney Tom Yeager, Faye Williams, Peter Bourne, Ron Ford, Virginia Albers, Clerk, ET Kimble, Brenda Stant, Dave Ruffner. Reese Coleman, Andi & John Haag. This meeting was recorded.

Finance Report – was reviewed and discussed. (attached)

Court Case-Commission President Griffith stated that he was notified by QAC States Attorney and he stated that the previous town employee that was arrested has a court case to be held on December 10th. Keith was told that no one from the town would have to attend the hearing, however an Impact Statement can be sent on behalf of the Town of Sudlersville.

Website-work in progress to keep it current and updated.

Codes Enforcement-(see attached)

Peter Bourne-Sudlersville/Barclay Sewer Project- Plans complete. Moving forward. Making a few changes to the plan. Still waiting on the rate study. Teams Meeting calls still being held monthly.

Consent Order is in the States Attorney's Office.

Library Report-Attached. A library employee (Lucille Kuntz) has recently retired and Morgan Lofland has been volunteering for several months. After some discussion, the commission agreed to hire Morgan Lofland as an employee with a starting salary of \$11.60 per hour.

Planning Commission – Reese Coleman attended the meeting and reported on behalf of the Planning Commission. He said that the prior Zoning Administrator gave him 3 sets of zoning ordinances. The group discussed the authenticity/most current and figured out which version was the most current. Still 2 sub-division projects in the works. No activity on either.

Maintenance Report-(see attached)

Water bills-Will be generated shortly in the Sudlersville Office-identifying the credit for ARPA Covid Relief Funds.

RedSpeed-Cameras installed. Fines begin December 23rd.

The Commission discussed a future sale for property they own at 115 John George Street. Lot 1 – 7.246 Acres. The consensus was to post it on the website and see who has interest in purchasing.

The Commission announced that the QAC Commissioners would be judging the Holiday House Decorating Contest. Judging is scheduled to take place December 17th and winners will be announced at the next Commission meeting.

Requirements to run for a Commission Seat-The Commission discussed making a charter change to permit citizens to reside in the Town for 1 year rather than 2 to run for municipal office. Motion passed 3 to 1.

Commissioner	Yay	Nay	Abstain
Griffith	√		
Leonard	√		
Comegys		√	
McMullen	Absent		
Kerr	√		

DelMarVa Wifi-has not brought their account current. Contact is expired

Tree removal-Keith reported that Dixon Tree Service removed a tree on Maple Avenue and a tree at the WWTP. St. Andrew's Church opted to not have their walnut tree cut down.

Parcel 97 is a small strip of land owned by the Town. It's too small to build on. The adjacent parcel was just recently purchased and the Commission decided to reach out to the new owners and see if they are interested in acquiring the property.

The Haag's reported that someone near Dogwood Village was throwing trash and bulky items along the railroad tracks. Virginia was asked to look into it.

Lauren asked that Keith and Virginia excuse themselves from the meeting. A motion was made and seconded to give each employee a bonus in the amount \$550.00 each. The motion passed.

Commissioner	Yay	Nay	Abstain
Griffith	√		
Leonard	√		
Comegys	Absent		
McMullen	√		
Kerr	√		

The Sudlersville meeting adjourned at: 6:47pm.

Respectfully submitted,


Virginia L. Albers

Sudlersville Special Commission Meeting
December 15, 2021

President Griffith called the Sudlersville Special Commission Meeting to order at 6:30pm. The pledge of allegiance was as recited and those present were: President Griffith, Commissioner Leonard, Commissioner McMullen, Commissioner Kerr, and Virginia Albers, Town Clerk. This meeting was recorded.

Commissioner Griffith announced that the QAC States Attorney contacted him and a plea-deal was offered to Mrs. Talty. She was ordered to pay \$6,000 in restitution to the Town, 6 months house arrest, 3 years probation and 50 hours community service to the Town.

Commissioner Leonard said that the two local churches were struggling and would like to see the Town of Sudlersville present them with a donation from the ARPA Covid Relief Funds. Commissioner Leonard made a motion to donate \$10,000 each to St. Andrew's Parish and Calvary Asbury Methodist Church. Motion seconded by Keith. The motion passed.

Commissioner	Yay	Nay	Abstain
Griffith	√		
Leonard	√		
Comegys	Absent		
McMullen	√		
Kerr	√		

Bonuses-Next item of business. Bonus's for the Library staff were discussed. Kevin made a motion, which was seconded by Lauren to give bonuses in the amount of \$350.00 to Tammy Short and Bonnie Schelts. Morgan Lofland was just hired. The motion passed.

Commissioner	Yay	Nay	Abstain
Griffith	√		
Leonard	√		
Comegys	Absent		
McMullen	√		
Kerr	√		

Lauren asked that Keith and Virginia excuse themselves from the meeting. A motion was made and seconded to give each employee a bonus in the amount \$550.00 each. The motion passed.

Commissioner	Yay	Nay	Abstain
Griffith			
Leonard	√		
Comegys	Absent		
McMullen	√		
Kerr	√		

The Sudlersville meeting adjourned at: 6:47pm.

Respectfully submitted,

Virginia L. Albers

Town of Sudlersville

Balance Sheet

As of January 5, 2022

	Jan 5, 22
ASSETS	
Current Assets	
Checking/Savings	
BB and T Bank General Fund	283,429.79
Peoples Bank General Fund	31,542.00
Peoples Bank Utility Fund	4,155.84
PNC business checking utility f	18,700.19
PNC Money Market	3,685.06
Total Checking/Savings	341,512.88
Accounts Receivable	
1200. Accounts Receivable	
1201. AR Water	-180.00
Total 1200. Accounts Receivable	-180.00
Total Accounts Receivable	-180.00
Total Current Assets	341,332.88
TOTAL ASSETS	341,332.88
LIABILITIES & EQUITY	
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	6,823.86
Total 2100. Payroll Liabilities	5,449.80
Total Other Current Liabilities	2,553.69
Total Current Liabilities	10,877.55
Total Liabilities	10,877.55
Equity	
Opening Balance Equity	123,943.28
Retained Earnings	-11,516.13
Net Income	218,028.18
Total Equity	330,455.33
TOTAL LIABILITIES & EQUITY	341,332.88

Sudlersville Memorial Library

December 2021

Total Patrons: 92 **Total Checkouts:** 182

Total Books: 134 **Total Movies:** 48

Renewals: 12 **Checked In:** 149

Holds: 4

New Patrons: Rachel Diaz, Phyllis Welch

We are still delivering books to some of our patrons.

The library was closed the week between Christmas and New Year's.

Breakdown by Town

Sudlersville In Town: 18

Sudlersville Out of Town: 27

Barclay: 3

Millington: 24

Crumpton: 3

Chestertown: 1

Marydel: 12

Smyrna, DE: 1

Church Hill: 1

Harrington, DE: 1

Duluth, GA: 1

Codes Enforcement

January 5, 2022

Virginia Albers & Dave Ruffner

1. 101 E. Main Street-Keith received a call that the corner building had been struck by a vehicle. I was asked to contact First State Inspection Agency to assess the damage and the condition of the foundation. They met with Sudlersville Fire Department and stated that there was structural damage and that the tenant on the second level apartment should temporarily relocate until the foundation can be secured and inspected. Will follow up.
2. 108 East Main Street-Property owner was tearing out the interior and exterior of the building. Went on to the site and asked the owner to stop by the Town Office. I contacted Reese and he stated to issue a demolition permit to secure the foundation and to halt all work until a building permit is applied for, reviewed and approved by the Sudlersville Planning Commission.
3. Called First State Inspection Agency to inspect 7 units owned by Chavez. They inspected all 7 with some minor infractions that need to be addressed.

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:

Maryland Rural Water and I met and performed the smoke test on the town sewer system and found a numerous location where infiltration is occurring. This testing was very in depth and it will require some time to get all of the issues handled but I have a plan in place and I will begin the repair processes as soon as the commission approves the purchase of the materials needed. Virginia and I went through the office and did an inventory of items that can be discarded of and get rid of some of the clutter that is occupying valuable space in the office. I met with queen annes county public works personnel and went over the recent upgrades to the wwtp that will hopefully have us 100% in compliance with MDE in early 2021. I cleaned the leaves from the streets and park next door. Met with Chris Stant and First State Inspection to inspect the building that was hit by the jeep on the southwest corner of 313 and 300 at 1am last week. Snow removal and sidewalk clean up. Spread salt on streets and sidewalks.

Smoke Test Results - Sudlersville 12.20.21

Address	Location of smoke
135 W. Main St	Cleanout
Foxxtown/W Main	Smoke in blacktop
107 W Main	Cleanout
101 W Main	Cleanout
100 N Church	Cleanout
200 N Church	backyard
212 N Church	Cleanout
214 N Church	Cleanout
N Church pump stat	Cleanout
220 N Church	Cleanout
104 Miller	Cleanout
115 Miller	Cleanout
103 N Linden	cleanout and downspout
216/214 E Main	Cleanout
238 E Main	cleanout
104 S Linden	backyard
106 S Linden	backyard
110 S Linden	backyard
109 Maple	cleanout
115 S Church	cleanout
107 S Church	cleanout
102 S Church	cleanout
Square storm water drain	
110 S Church	cleanout near fence
112 S Church	cleanout
School first entrance	blacktop seam
100 Charles St	2x cleanout
104 Charles St	cleanout
400 S Church	cleanout
Lot @408 S Church	
409 S Church	cleanout
303 S Church	2x cleanout