



## **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-February 2, 2022**

Welcome & call to order

Pledge of Allegiance

Approval of Minutes from January 5, 2022 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
- Properties for sale

#### **New Business**

- Charter Amendment
- Queen Anne's County Ordinance No. 21-09
- Joint Commission Meeting Announcement (February 10, 2022)
- Audit
- Additional Office Support

#### **Public Comment**

**Meetings**-Town Commission/Planning Commission Mtg-February 10, 6:00pm.  
Town Commission Mtg-March 2, 6:30pm

**Adjourn**

Sudlersville Commission Meeting  
January 5, 2022

President Griffith called the Sudlersville Commission Meeting to order at 6:30pm. The pledge of allegiance was led by Chris Stant and those present were: President Griffith, Commissioner Leonard, Commissioner Comegys, Commissioner Kerr, Attorney Tom Yeager, Faye Williams, Virginia Albers, Clerk, ET Kimble, Brenda Stant, Brian Trossbach, Dale Larrimore, Chris Stant, Reese Coleman, Andrew Mutchler, Brian Johnson, Andi & John Haag. This meeting was recorded. On-line were: Dave & Karen Ruffner, Pam Price, Sue Elter, Faye Williams and Commissioner Lauren McMullin.

President, Griffith reiterated that Public Comment will be held until the last part of the meeting.

It was announced that the previous clerk pled guilty to embezzlement of the town, a settlement was agreed upon. With a payment, probation, community service, and an ankle monitor. Moving on.

Meeting Minutes-Virginia disseminated the December 1<sup>st</sup> and December 15<sup>th</sup> Special meeting minutes. With some discussion regarding grammatical issues, additions and alterations, the motion was voted on, seconded and approved for the December 1<sup>st</sup> and 15<sup>th</sup>, 2021 meeting minutes

Finance Report – was reviewed and discussed. (attached)

Codes Enforcement-attached

Maintenance Report-attached.

Library Report-attached.

Fire Department-Fire Chief Chris Stant announced that SVFC finished 2021 with approximately 500 calls. He said he would continue as Chief.

Planning Commission – Reese Coleman attended the meeting and reported that Mollie Lukehart had completed her 5-year term on the Planning



Commission and they would have to fill her spot. Annual Planning Report was prepared, completed and submitted to the state.

Barclay Extension Project-not much progress. Teams meeting scheduled for Tuesday, January 11th.

Rate Study-Conversation with Baker Tilly. A 5% increase was suggested and Keith stated that we should address more options other than increasing the monthly water/sewer fees.

Reese also said that a demo permit was issued for 108 East Main Street to stabilize the structure. Chief Stant had asked what the plans/permit were for that structure. Has not been submitted yet.

Red Speed-Cameras installed. Keith stated that he had been in touch with Sheriff Hoffman and they are working on procedures with the cameras.

DelMarVa WiFi-Contract expires February 28, 2022. Tom will send a letter requesting that the equipment be removed from the Town Tower. Tom said that their attorney passed away. Its up to the Town as to whether they want to collect back rent. Those that utilize this service may want to explore other internet. Companies.

Water Bills- The Commission recently voted to utilize ARPA funds as a covid relief credit for the August, September, October, November 2021 water/sewer bills. Meters were read, calculations made and PAID invoices were mailed to residential residents reflecting the credit.

The Commission discussed a future sale for property they own at 115 John George Street. Lot 1 – 7.246 Acres. It was posted on the website and we will be accepting bids to review at the March, 2022 meeting.

The Town Water Tower is in need of a cleaning. Keith got two estimates and the prices were extremely far apart. Larry asked that we table a decision until it can be reviewed further.

Keith announced that he had been reviewing the old files with regard to the way funds were handled, payments made, loan delinquency and work

completed for the Barclay Sewer project. There are funds that can't be accounted for. Research will continue.

Parcel 97 is a small strip of land owned by the Town on Main Street. It's too small to build on. The adjacent parcel was just recently purchased by the Chavez family. Keith made a motion, seconded by Kevin to post the property for sale and open bids at their March, 2022 meeting.

| Commissioner | Yay | Na | Abstain |
|--------------|-----|----|---------|
| Griffith     | x   |    |         |
| Comegys      | x   |    |         |
| Leonard      | x   |    |         |
| McMullen     |     |    |         |
| Kerr         | x   |    |         |

The Town of Sudlersville recently held a Holiday Decorating Contest. The QAC Commissioners were asked to judge the event. Hands Down-the Live Nativity at the Williams Home was the winner. Chris Stant (C & M repair) designed a personalized trophy to be presented to the winners at an upcoming meeting.

Sudlersville Cemetery-A letter was written to the Town regarding the financial status of Sudlersville Cemetery. They have a small budget with minimal funding and requested assistance for the Town for mowing and grounds upkeep. Brian Johnson said that he would be glad to assist with in-kind services and mowing ion the summer.

#### Public Comment-

- (1)Haags-Appreciate progress made in the town. John said we need a speed sign on Maple. People use it to avoid the light.
- (2) Carrie said she has been in communication with the school to get an intern for the town office.
- (3) Brian Trossbach-speeding is an issue in town and something needs to be done. Money transparency seems to be better in the Town Office. And Ferrell cats running in and out of a house next to Mr. Fields.
- (4) Joe & Linda-401 Church Street-Speeding.
- (5) Brian Johnson-Jake Breaks
- (6) Margo Massey-Nice meeting
- (7) Pam Price-Concerned about a tree and getting it trimmed. Speeding.



- (8) Sue Elter-should consider solar panels on 7 acre parcel, speeding, need for sidewalks.
- (9) Suzanne Stanton-Piggyback on speeding.
- (10) Taylor -Thanked Commission for being transparent.
- (11) Jay Prather-Speeding
- (12) It was the consensus of all attending and on-line resident that speeding is a major issue within the Incorporated Town limits of Sudlersville

The Sudlersville meeting adjourned at: 8:42 pm. Larry motioned and Kevin seconded.

Respectfully submitted,

Virginia L. Albers

**Town of Sudlersville**  
**Deposit Detail**  
**January 2022**

| Type    | Num | Date       | Name                | Account                 | Amount     |
|---------|-----|------------|---------------------|-------------------------|------------|
| Deposit |     | 01/20/2022 |                     | Peoples Bank Utilit...  | 12,609.51  |
|         |     |            | Queen Anne's County | 4111.Real estate tax... | -12,609.51 |
| TOTAL   |     |            |                     |                         | -12,609.51 |
| Deposit |     | 01/20/2022 |                     | Peoples Bank Utilit...  | 2,500.00   |
|         |     |            | QAC States Attorney | Misc                    | -2,500.00  |
| TOTAL   |     |            |                     |                         | -2,500.00  |
| Deposit |     | 01/20/2022 |                     | Peoples Bank Utilit...  |            |
| TOTAL   |     |            |                     |                         | 0.00       |
| Deposit |     | 01/20/2022 |                     | Peoples Bank Utilit...  | 100.00     |
|         |     |            | Amanda Angelini     | Hall Rental             | -100.00    |
| TOTAL   |     |            |                     |                         | -100.00    |
| Deposit |     | 01/20/2022 |                     | Peoples Bank Utilit...  | 6,053.85   |
|         |     |            | US Treasury         | 4699. other misc inc... | -6,053.85  |
| TOTAL   |     |            |                     |                         | -6,053.85  |



**Town of Sudlersville**  
**Check Detail**  
 January 2022

| Type    | Num  | Date     | Name             | Account                 | Paid Amount | Original Amount |
|---------|------|----------|------------------|-------------------------|-------------|-----------------|
| Deposit |      | 01/20/20 |                  | Peoples Bank Utilit...  |             |                 |
| TOTAL   |      |          |                  |                         | 0.00        | 0.00            |
| Check   | 1254 | 01/04/20 | Eastern Sho...   | Peoples Bank Gen...     |             | -2,320.50       |
|         |      |          |                  | Garbage collection c... | -2,320.50   | 2,320.50        |
| TOTAL   |      |          |                  |                         | -2,320.50   | 2,320.50        |
| Check   | 1255 | 01/04/20 | Brian Johns...   | Peoples Bank Gen...     |             | -1,000.00       |
|         |      |          |                  | 6203. Street Maint a... | -1,000.00   | 1,000.00        |
| TOTAL   |      |          |                  |                         | -1,000.00   | 1,000.00        |
| Check   | 1256 | 01/13/20 | Law office o...  | Peoples Bank Gen...     |             | -480.00         |
|         |      |          |                  | 6022. Legal expans...   | -480.00     | 480.00          |
| TOTAL   |      |          |                  |                         | -480.00     | 480.00          |
| Check   | 1257 | 01/13/20 | Munibilling      | Peoples Bank Gen...     |             | -1,404.00       |
|         |      |          |                  | Professional fees       | -1,404.00   | 1,404.00        |
| TOTAL   |      |          |                  |                         | -1,404.00   | 1,404.00        |
| Check   | 1258 | 01/13/20 | First State I... | Peoples Bank Gen...     |             | -595.00         |
|         |      |          |                  | 6017. Code Enforcem...  | -595.00     | 595.00          |
| TOTAL   |      |          |                  |                         | -595.00     | 595.00          |
| Check   | 1259 | 01/13/20 | Choptank El...   | Peoples Bank Gen...     |             | -39.00          |
|         |      |          |                  | 6030. sewer utilities   | -39.00      | 39.00           |
| TOTAL   |      |          |                  |                         | -39.00      | 39.00           |
| Check   | 1260 | 01/13/20 | Phillips Gar...  | Peoples Bank Gen...     |             | -109.10         |
|         |      |          |                  | 6051. sewer maint &...  | -109.10     | 109.10          |
| TOTAL   |      |          |                  |                         | -109.10     | 109.10          |
| Check   | 1261 | 01/13/20 | Keith Griffith   | Peoples Bank Gen...     |             | -1,400.00       |
|         |      |          |                  | 6008. General wage...   | -1,400.00   | 1,400.00        |
| TOTAL   |      |          |                  |                         | -1,400.00   | 1,400.00        |

**Town of Sudlersville**  
**Check Detail**  
**January 2022**

| Type     | Num  | Date     | Name            | Account                    | Paid Amount | Original Amount |
|----------|------|----------|-----------------|----------------------------|-------------|-----------------|
| Paycheck | 1262 | 01/13/20 | Bonnie Sch...   | Peoples Bank Gen...        |             | -162.54         |
|          |      |          |                 | Payroll Expenses Pe...     | -176.00     | 176.00          |
|          |      |          |                 | Payroll Expenses Pe...     | -10.91      | 10.91           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 10.91       | -10.91          |
|          |      |          |                 | 2100. Payroll Liabiliti... | 10.91       | -10.91          |
|          |      |          |                 | Payroll Expenses Pe...     | -2.55       | 2.55            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 2.55        | -2.55           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 2.55        | -2.55           |
|          |      |          |                 | Payroll Expenses Pe...     | -1.06       | 1.06            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 1.06        | -1.06           |
|          |      |          |                 | Payroll Expenses Pe...     | -4.58       | 4.58            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 4.58        | -4.58           |
| TOTAL    |      |          |                 |                            | -162.54     | 162.54          |
| Paycheck | 1263 | 01/13/20 | Tammy Short     | Peoples Bank Gen...        |             | -110.82         |
|          |      |          |                 | Payroll Expenses Pe...     | -120.00     | 120.00          |
|          |      |          |                 | Payroll Expenses Pe...     | -7.44       | 7.44            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 7.44        | -7.44           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 7.44        | -7.44           |
|          |      |          |                 | Payroll Expenses Pe...     | -1.74       | 1.74            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 1.74        | -1.74           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 1.74        | -1.74           |
|          |      |          |                 | Payroll Expenses Pe...     | -0.72       | 0.72            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 0.72        | -0.72           |
|          |      |          |                 | Payroll Expenses Pe...     | -3.12       | 3.12            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 3.12        | -3.12           |
| TOTAL    |      |          |                 |                            | -110.82     | 110.82          |
| Paycheck | 1264 | 01/13/20 | Virginia Alb... | Peoples Bank Gen...        |             | -1,223.19       |
|          |      |          |                 | Payroll Expenses Pe...     | -1,500.00   | 1,500.00        |
|          |      |          |                 | 2100. Payroll Liabiliti... | 50.00       | -50.00          |
|          |      |          |                 | Payroll Expenses Pe...     | -93.00      | 93.00           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 93.00       | -93.00          |
|          |      |          |                 | 2100. Payroll Liabiliti... | 93.00       | -93.00          |
|          |      |          |                 | Payroll Expenses Pe...     | -21.75      | 21.75           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 21.75       | -21.75          |
|          |      |          |                 | 2100. Payroll Liabiliti... | 21.75       | -21.75          |
|          |      |          |                 | Payroll Expenses Pe...     | -9.00       | 9.00            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 9.00        | -9.00           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 112.06      | -112.06         |
|          |      |          |                 | Payroll Expenses Pe...     | -39.00      | 39.00           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 39.00       | -39.00          |
| TOTAL    |      |          |                 |                            | -1,223.19   | 1,223.19        |
| Check    | 1265 | 01/13/20 | Shore United    | Peoples Bank Gen...        |             | -750.00         |
|          |      |          |                 | 6201. water system ...     | -750.00     | 750.00          |
| TOTAL    |      |          |                 |                            | -750.00     | 750.00          |
| Check    | 1266 | 01/13/20 | Brian Johns...  | Peoples Bank Gen...        |             | -350.00         |
|          |      |          |                 | 6203. Street Maint a...    | -350.00     | 350.00          |
| TOTAL    |      |          |                 |                            | -350.00     | 350.00          |



**Town of Sudlersville**  
**Check Detail**  
**January 2022**

| Type           | Num  | Date     | Name            | Account                    | Paid Amount | Original Amount |
|----------------|------|----------|-----------------|----------------------------|-------------|-----------------|
| Check          | 1267 | 01/13/20 | Munibilling     | Peoples Bank Gen...        |             | -544.00         |
|                |      |          |                 | Professional fees          | -544.00     | 544.00          |
| TOTAL          |      |          |                 |                            | -544.00     | 544.00          |
| Liability C... | 1268 | 01/17/20 | Comptroller...  | Peoples Bank Gen...        |             | -1,117.42       |
|                |      |          |                 | 2100. Payroll Liabiliti... | -1,117.42   | 1,117.42        |
| TOTAL          |      |          |                 |                            | -1,117.42   | 1,117.42        |
| Liability C... | 1269 | 01/17/20 | State of Mar... | Peoples Bank Gen...        |             | -394.04         |
|                |      |          |                 | 2100. Payroll Liabiliti... | -394.04     | 394.04          |
| TOTAL          |      |          |                 |                            | -394.04     | 394.04          |
| Check          | 1270 | 01/17/20 | United State... | Peoples Bank Gen...        |             | -3,789.59       |
|                |      |          |                 | 2120. Federal Fica t...    | -3,789.59   | 3,789.59        |
| TOTAL          |      |          |                 |                            | -3,789.59   | 3,789.59        |
| Check          | 1271 | 01/17/20 | Maryland U...   | Peoples Bank Gen...        |             | -420.08         |
|                |      |          |                 | 2140. Unemp tax pa...      | -420.08     | 420.08          |
| TOTAL          |      |          |                 |                            | -420.08     | 420.08          |
| Paycheck       | 1272 | 01/18/20 | Bonnie Sch...   | Peoples Bank Gen...        |             | -173.54         |
|                |      |          |                 | Payroll Expenses Pe...     | -200.00     | 200.00          |
|                |      |          |                 | Payroll Expenses Pe...     | -12.40      | 12.40           |
|                |      |          |                 | 2100. Payroll Liabiliti... | 12.40       | -12.40          |
|                |      |          |                 | 2100. Payroll Liabiliti... | 12.40       | -12.40          |
|                |      |          |                 | Payroll Expenses Pe...     | -2.90       | 2.90            |
|                |      |          |                 | 2100. Payroll Liabiliti... | 2.90        | -2.90           |
|                |      |          |                 | 2100. Payroll Liabiliti... | 2.90        | -2.90           |
|                |      |          |                 | Payroll Expenses Pe...     | -1.20       | 1.20            |
|                |      |          |                 | 2100. Payroll Liabiliti... | 1.20        | -1.20           |
|                |      |          |                 | 2100. Payroll Liabiliti... | 11.16       | -11.16          |
|                |      |          |                 | Payroll Expenses Pe...     | -5.20       | 5.20            |
|                |      |          |                 | 2100. Payroll Liabiliti... | 5.20        | -5.20           |
| TOTAL          |      |          |                 |                            | -173.54     | 173.54          |
| Paycheck       | 1273 | 01/18/20 | Tammy Short     | Peoples Bank Gen...        |             | -166.23         |
|                |      |          |                 | Payroll Expenses Pe...     | -180.00     | 180.00          |
|                |      |          |                 | Payroll Expenses Pe...     | -11.16      | 11.16           |
|                |      |          |                 | 2100. Payroll Liabiliti... | 11.16       | -11.16          |
|                |      |          |                 | 2100. Payroll Liabiliti... | 11.16       | -11.16          |
|                |      |          |                 | Payroll Expenses Pe...     | -2.61       | 2.61            |
|                |      |          |                 | 2100. Payroll Liabiliti... | 2.61        | -2.61           |
|                |      |          |                 | 2100. Payroll Liabiliti... | 2.61        | -2.61           |
|                |      |          |                 | Payroll Expenses Pe...     | -1.08       | 1.08            |
|                |      |          |                 | 2100. Payroll Liabiliti... | 1.08        | -1.08           |
|                |      |          |                 | Payroll Expenses Pe...     | -4.68       | 4.68            |
|                |      |          |                 | 2100. Payroll Liabiliti... | 4.68        | -4.68           |
| TOTAL          |      |          |                 |                            | -166.23     | 166.23          |

**Town of Sudlersville**  
**Check Detail**  
 January 2022

| Type  | Num  | Date     | Name             | Account                  | Paid Amount | Original Amount |
|-------|------|----------|------------------|--------------------------|-------------|-----------------|
| Check | 1274 | 01/18/20 | Morgan Lof...    | Peoples Bank Gen...      |             | -29.00          |
|       |      |          |                  | 6107. appropriations...  | -29.00      | 29.00           |
| TOTAL |      |          |                  |                          | -29.00      | 29.00           |
| Check | 1275 | 01/18/20 | Delmarva P...    | Peoples Bank Gen...      |             | -1,538.87       |
|       |      |          |                  | 6202. Street lighting    | -1,538.87   | 1,538.87        |
| TOTAL |      |          |                  |                          | -1,538.87   | 1,538.87        |
| Check | 1279 | 01/20/20 | Atlantic Bro...  | Peoples Bank Gen...      |             | -442.72         |
|       |      |          |                  | 6003. Phone & utiliti... | -442.72     | 442.72          |
| TOTAL |      |          |                  |                          | -442.72     | 442.72          |
| Check | 1280 | 01/20/20 | Verizon          | Peoples Bank Gen...      |             | -27.01          |
|       |      |          |                  | 6003. Phone & utiliti... | -27.01      | 27.01           |
| TOTAL |      |          |                  |                          | -27.01      | 27.01           |
| Check | 1281 | 01/20/20 | First State I... | Peoples Bank Gen...      |             | -100.00         |
|       |      |          |                  | 6017. Code Enforcem...   | -100.00     | 100.00          |
| TOTAL |      |          |                  |                          | -100.00     | 100.00          |
| Check | 1282 | 01/20/20 | Maryland R...    | Peoples Bank Gen...      |             | -200.00         |
|       |      |          |                  | 6101. Dues & Subscr...   | -200.00     | 200.00          |
| TOTAL |      |          |                  |                          | -200.00     | 200.00          |
| Check | 1283 | 01/20/20 | Eastern Sho...   | Peoples Bank Gen...      |             | -2,320.50       |
|       |      |          |                  | Garbage collection c...  | -2,320.50   | 2,320.50        |
| TOTAL |      |          |                  |                          | -2,320.50   | 2,320.50        |
| Check | 1284 | 01/20/20 | Growmarkfs       | Peoples Bank Gen...      |             | -1,643.95       |
|       |      |          |                  | 6102. Utilities          | -1,643.95   | 1,643.95        |
| TOTAL |      |          |                  |                          | -1,643.95   | 1,643.95        |
| Check | 1285 | 01/24/20 | Baker Tilly ...  | Peoples Bank Gen...      |             | -11,128.75      |
|       |      |          |                  | 6999. Uncategorized...   | -11,128.75  | 11,128.75       |
| TOTAL |      |          |                  |                          | -11,128.75  | 11,128.75       |
| Check | 1286 | 01/24/20 | Delmarva P...    | Peoples Bank Gen...      |             | -1,383.90       |
|       |      |          |                  | 6202. Street lighting    | -1,383.90   | 1,383.90        |
| TOTAL |      |          |                  |                          | -1,383.90   | 1,383.90        |



# Town of Sudlersville

## Check Detail

### January 2022

| Type     | Num  | Date     | Name             | Account                    | Paid Amount | Original Amount |
|----------|------|----------|------------------|----------------------------|-------------|-----------------|
| Check    | 1287 | 01/24/20 | Napa Auto p...   | Peoples Bank Gen...        |             | -244.12         |
|          |      |          |                  | 6206. truck expense...     | -244.12     | 244.12          |
| TOTAL    |      |          |                  |                            | -244.12     | 244.12          |
| Check    | 1288 | 01/24/20 | First State I... | Peoples Bank Gen...        |             | -275.00         |
|          |      |          |                  | 6017. Code Enforcem...     | -275.00     | 275.00          |
| TOTAL    |      |          |                  |                            | -275.00     | 275.00          |
| Check    | 1289 | 01/24/20 | Jeannette D...   | Peoples Bank Gen...        |             | -420.00         |
|          |      |          |                  | Consultants                | -420.00     | 420.00          |
| TOTAL    |      |          |                  |                            | -420.00     | 420.00          |
| Paycheck | 1289 | 01/25/20 | Tammy Short      | Peoples Bank Gen...        |             | 0.00            |
| TOTAL    |      |          |                  |                            | 0.00        | 0.00            |
| Paycheck | 1289 | 01/25/20 | Bonnie Sch...    | Peoples Bank Gen...        |             | -118.20         |
|          |      |          |                  | Payroll Expenses Pe...     | -128.00     | 128.00          |
|          |      |          |                  | Payroll Expenses Pe...     | -7.94       | 7.94            |
|          |      |          |                  | 2100. Payroll Liabiliti... | 7.94        | -7.94           |
|          |      |          |                  | 2100. Payroll Liabiliti... | 7.94        | -7.94           |
|          |      |          |                  | Payroll Expenses Pe...     | -1.86       | 1.86            |
|          |      |          |                  | 2100. Payroll Liabiliti... | 1.86        | -1.86           |
|          |      |          |                  | 2100. Payroll Liabiliti... | 1.86        | -1.86           |
|          |      |          |                  | Payroll Expenses Pe...     | -0.76       | 0.76            |
|          |      |          |                  | 2100. Payroll Liabiliti... | 0.76        | -0.76           |
|          |      |          |                  | Payroll Expenses Pe...     | -3.32       | 3.32            |
|          |      |          |                  | 2100. Payroll Liabiliti... | 3.32        | -3.32           |
| TOTAL    |      |          |                  |                            | -118.20     | 118.20          |
| Paycheck | 1293 | 01/27/20 | Keith Griffith   | Peoples Bank Gen...        |             | -1,068.03       |
|          |      |          |                  | Payroll Expenses Pe...     | -1,360.00   | 1,360.00        |
|          |      |          |                  | 2100. Payroll Liabiliti... | 87.00       | -87.00          |
|          |      |          |                  | Payroll Expenses Pe...     | -84.32      | 84.32           |
|          |      |          |                  | 2100. Payroll Liabiliti... | 84.32       | -84.32          |
|          |      |          |                  | 2100. Payroll Liabiliti... | 84.32       | -84.32          |
|          |      |          |                  | Payroll Expenses Pe...     | -19.72      | 19.72           |
|          |      |          |                  | 2100. Payroll Liabiliti... | 19.72       | -19.72          |
|          |      |          |                  | 2100. Payroll Liabiliti... | 19.72       | -19.72          |
|          |      |          |                  | Payroll Expenses Pe...     | -8.16       | 8.16            |
|          |      |          |                  | 2100. Payroll Liabiliti... | 8.16        | -8.16           |
|          |      |          |                  | 2100. Payroll Liabiliti... | 100.93      | -100.93         |
|          |      |          |                  | Payroll Expenses Pe...     | -35.36      | 35.36           |
|          |      |          |                  | 2100. Payroll Liabiliti... | 35.36       | -35.36          |
| TOTAL    |      |          |                  |                            | -1,068.03   | 1,068.03        |

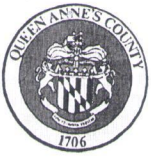
4:11 PM

02/02/22

**Town of Sudlersville**  
**Check Detail**  
 January 2022

| Type     | Num  | Date     | Name            | Account                    | Paid Amount | Original Amount |
|----------|------|----------|-----------------|----------------------------|-------------|-----------------|
| Paycheck | 1294 | 01/27/20 | Virginia Alb... | Peoples Bank Gen...        |             | -1,204.08       |
|          |      |          |                 | Payroll Expenses Pe...     | -1,475.00   | 1,475.00        |
|          |      |          |                 | 2100. Payroll Liabiliti... | 48.00       | -48.00          |
|          |      |          |                 | Payroll Expenses Pe...     | -91.45      | 91.45           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 91.45       | -91.45          |
|          |      |          |                 | 2100. Payroll Liabiliti... | 91.45       | -91.45          |
|          |      |          |                 | Payroll Expenses Pe...     | -21.39      | 21.39           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 21.39       | -21.39          |
|          |      |          |                 | 2100. Payroll Liabiliti... | 21.39       | -21.39          |
|          |      |          |                 | Payroll Expenses Pe...     | -8.85       | 8.85            |
|          |      |          |                 | 2100. Payroll Liabiliti... | 8.85        | -8.85           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 110.08      | -110.08         |
|          |      |          |                 | Payroll Expenses Pe...     | -38.35      | 38.35           |
|          |      |          |                 | 2100. Payroll Liabiliti... | 38.35       | -38.35          |
| TOTAL    |      |          |                 |                            | -1,204.08   | 1,204.08        |





**Queen  
Anne's  
County**

**County Commissioners:**

James J. Moran, At Large  
Jack N. Wilson, Jr., District 1  
Stephen Wilson, District 2  
Philip L. Dumenil, District 3  
Christopher M. Corchiarino, District 4

**THE COUNTY COMMISSIONERS OF  
QUEEN ANNE'S COUNTY**

The Liberty Building  
107 North Liberty Street  
Centreville, MD 21617

e-mail: [QACCommissioners&Administrator@qac.org](mailto:QACCommissioners&Administrator@qac.org)

County Administrator: Todd R. Mohn, PE  
Executive Assistant to County Commissioners: Margie A. Houck  
County Attorney: Patrick Thompson, Esquire

**MEMO**

**To:** Town Commissioners of Barclay  
Town Council of Centreville  
Town Commissioners of Church Hill  
Town Commissioners of Millington  
Town Commissioners of Queen Anne  
Town Commissioners of Queenstown  
Town Commissioners of Sudlersville  
Town Commissioners of Templeville

**From:** Margie A. Houck  
Executive Assistant to the Commissioners

**Subject:** Tax Set-Off

**Date:** January 13, 2022

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The County Commissioners have scheduled a meeting to meet with all incorporated towns in Queen Anne's County for Tuesday, April 12, 2022, at 6:15 P.M. at The Liberty Building, 107 North Liberty Street, Centreville, Maryland to discuss Tax Set-Off pursuant to Section 6-306 of the Tax Property Article of the Annotated Code of Maryland.

Please feel free to invite your Town Manager and Clerk to this meeting.

If you should have any questions, please contact our office. Hope to see you on April 12, 2022 at 6:15 P.M.

## **Sudlersville Memorial Library**

**January 2022**

**Total Patrons: 86**

**Total Checkouts: 142**

**Total Books: 116**

**Total Movies: 26**

**Renewals: 44**

**Checked In: 168**

**New Patrons: Wayne Link**

We have a craft day scheduled for February 5<sup>th</sup>. This is for children ages 4 and up. They will be making Valentine crafts.

We are still delivering books to some patrons.

The library was closed for weather a few days in January.

### **Breakdown by Town**

**Sudlersville In Town: 25**

**Sudlersville Out of Town: 14**

**Barclay: 1**

**Millington: 33**

**Crumpton: 1**

**Marydel: 5**

**Harrington, DE: 1**

**Henderson: 1**

**Smyrna, DE: 2**

**Clayton, DE: 1**

**Friendsville: 1**

**Greensboro: 1**

## **Barclay Waste Water Collection Project - UPDATE**

### **PLANS**

85% Complete

Final "fixes" will be completed next week when my CAD Tech gets back from 10 days with Mickey Mouse.

### **SPECIFICATIONS**

50% Complete

The 1st half of the EJCDC Contract Documents will be complete by Friday 2/4/22.

I will send out to Mr. Yeager and the Town's Insurance provider so they get jump reviewing and approving on the Legal and Insurance requirements for the Contract.

The 2<sup>nd</sup> half will be amended next week and sent to Alan Quimby for review by Monday February 14, 2022.

### **USERS**

Currently looks like

74 Residential

8 Commercial

14 Stub outs (Empty lot)

### **Easements**

I can visit those churches this weekend if they need some explanation.

Thank you for your patience.

Peter



Codes Enforcement

February 2, 2022

Virginia Albers & Dave Ruffner

1. 101 E. Main Street-As the suggestion of the Planning Commission I sent the property owners a copy of the First /state Inspection report for the building obstruction and also to ask them to post caution tape around the building.
2. 108 East Main Street-A portion of the building has been closed in for weather. I sent the owner a letter along with a blank building permit and asked him to finish stabilizing the structure and remove all the laying debris from the area.

[REDACTED] a recent purchaser of an adjacent parcel owned by the town. Sent them a letter stating that we posted a for sale ad on the website and will be accepting bids. Closing date form the bids is February 28, 2022, to be reviewed at the March 2<sup>nd</sup> Commission Meeting.

4. Posted the 7 Acre parcel owned by the town on John George Street on our website with a closing date of February 28, 2022 for bids. To be reviewed at the March 2, 2022 Commission meeting.
5. Snow removal-just as a reminder, please remove all vehicles parked on the side-streets to allow for plowing and have your sidewalks cleaned with 24 hours after the snow has stopped.



## SUDLERSVILLE MAINTENANCE REPORT

### WEEKLY DUTIES:

Clean office weekly and 2X on weeks we have meetings

Clean storm drains 3x per week if necessary

Clean heavy debris and trash from streets

Miss Utility ticket locates and responses

Haul debris to landfill

### ADDITIONAL WORK PERFORMED:

Toured WWTP with QAC employee Gene Rogers and he pointed out some things that they have recently had installed and brought some things to my attention he thought we could do to make the plant more presentable during inspections and make it easier to stay on top of. Cut all the trees, weeds, and vines along the fence at the park and hauled the debris to the dump. The vines along the back of the shop are going to possibly require a genie boom to remove them from the gutters and get them completely removed and controlled. We will know more as the summer approaches and I can evaluate what is dead. Disassembled the snowplow and tracked down parts. They are no longer making hydraulic rams for this plow but I was able to locate a company that believes they will be able to get them. I was able to get all of the parts for the snow plow and I completed the repair Sunday morning. Met with Maryland Planning Department member to discuss the issues found during the smoke test and the potential for some potential annexation within the town of Sudlersville and he notified me that just the state will be having some upcoming funding available through MDE that should definitely be on the towns radar and that we should apply for the funding and utilize it to make some upgrades within the town. He believes that there will be money there for the Town of Sudlersville if we apply. Had a few issues with Miss Utility tickets as they were working through some issues due to changing how they issued tickets but that all seems to be corrected by them and working properly. Had a meeting about the Barclay extension and discussed the fact that we seem to be spinning tires and Attorney Yeager reached out to the people and stressed the need for this project to start gaining some traction. Some items that were in the office were removed and trashed in my roll off containers. There is still quite a bit of trash that could be discarded of in the office but the remaining items the commission will need to offer their input on. I went and looked at the tree that Pam Price mentioned trimming by standing on her lawnmower and the commission needs to decide if they want the town maintenance department to take care of that tree as it is on private property. I spoke to Robert that assists the town with maintenance about some potential work that needs to be done that would require two people be involved to perform. He is going to have limited availability moving forward due to his new job so the town may want to see what he is able to and willing to do within the town of Sudlersville for the maintenance department. I went and



looked at the building hit by a car and the potential of possibly marking it off with caution tape and it doesn't seem like a safe option to tape it off as it will cause pedestrians to have to walk closer to the roadway at the corner of 300 and 313 and the speeders that have been of obvious concern within the town this makes for a far more dangerous situation for the pedestrians. I cleaned the storm drain at the East end of Miller Street and it seems to be a major issue with drainage in that area. The lines that run from the drain are packed with debris and sludge and will probably need to be jetted out when Mr Utility is here running cameras for the storm drains. Correcting this will go a long way toward a potential correction to the drainage issues on Miller Street. While driving the F350 maintenance truck I noticed a severe shake any time that you approached speeds of around 45 to 50 MPH. I removed the wheel and noticed a small amount of play in the hub assembly which I rectified by tightening the bolts and it only required minimal effort to snug them up. The wheel and tire were also impacted by some mud that I was able to clean off with wire brush and put the tire back on. The shake left the truck and it appears to be operating as normal now. I cleaned out the majority of the trash at the WWTP shed that someone had junked up over the years. QAC waste operators would like to be able to store some things in there that they use at the WWTP lagoons. There are a couple doors that need to be replaced so that it can be secured from birds and critters. I have the materials to perform this task if the commission would like to move forward with this project. The library would like to have a larger deck built to replace the existing deck on the front of the building, they would like to have something where patrons could sit outside and read books during the warmer weather. There is also some concrete repair work that needs to be performed on the ramp which I feel will be a fairly easy repair to make. I repaired two large holes in the ground where the generator is at the WWTP with sacrete. I had initially placed a small amount of sacrete in the first hole to ensure it was going to correct the problem as it appeared the hole was similar to a sink hole, after giving it plenty of time to evaluate I mixed and added an additional 600 pounds of concrete to the remaining low spots and corrected the issues. I cleaned a lot of clutter out of the maintenance shop and will begin to organize the remaining items so that it will be easier to move around in the shop and work on things. I am currently in the process of planning out the area for the new sink in the water tower building since the sink and cabinet are falling apart and are in desperate need of replacement. I will be getting direction from QAC employee Billy Bowen as to what size he would like everything to be as he is the one that performs the testing for the county. I have the sink and plumbing materials and we just need to decide if we would like to purchase or build a sink base. We probably have enough material to perform this job as well. The door on the food pantry blew off for the 4<sup>th</sup> time and I think that it needs to be 1 door with a latch as opposed to two doors to correct this problem. If the commission would like me to handle this repair it will only be a minimal amount of time correcting the issue. Met with Alan Quimby and went over the design that the county uses for sewer cleanouts that they feel is the only way to keep them from being destroyed by mowing or unintended abuse. I will be sharing this with the commission to see if they would like to look into costs for purchasing these materials or go another route .



*Queen  
Anne's  
County*

*County Commissioners:*

James J. Moran, At Large  
Jack N. Wilson, Jr., District 1  
Stephen Wilson, District 2  
Robert Charles Buckey, District 3  
Mark A. Anderson, District 4

**THE COUNTY COMMISSIONERS OF  
QUEEN ANNE'S COUNTY**

The Liberty Building  
107 North Liberty Street  
Centreville, MD 21617

Telephone: (410) 758-4098

Fax: (410) 758-1170

e-mail: [QACCommissioners&Administrator@qac.org](mailto:QACCommissioners&Administrator@qac.org)

*County Administrator: Gregg A. Todd*

*Executive Assistant to County Commissioners: Margie A. Houck*

*County Attorney: Patrick Thompson, Esquire*

November 29, 2021

Ms. Sharon Dobson, Chairman  
Queen Anne's County Planning Commission  
110 Vincit Street, Suite 104  
Centreville, MD 21617

At their regular scheduled meeting held on Tuesday, November 23, 2021, the County Commissioners of Queen Anne's County unanimously agreed to forward to the Queen Anne's County Planning Commission County Ordinance 21-09 for your review, investigation and recommendation.

If you have any questions, please give me a call.

Sincerely,

Margie A Houck  
Executive Assistant to the Commissioners



COUNTY ORDINANCE NO.21-09

A BILL ENTITLED

AN ACT CONCERNING an amendment to the definition of a Shooting Club within Queen Anne's County Code as set forth herein;

The County Commissioners of Queen Anne's County find that the current definition is in need of amendment because it fails to capture important public policy and development policies of Queen Anne's County;

FOR THE PURPOSE of protecting the residents within Queen Anne's County.

BY AMENDING the definition of a Shooting Club as set forth in Appendix a to Chapter 18 of the Code of Public Local Laws of Queen Anne's County.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that the definition of Shooting Club set forth in Appendix A to Chapter 18 of the Code of Public Local Laws of Queen Anne's County shall be and hereby is AMENDED to read as follows:

SHOOTING CLUB

A commercial or private establishment that provides trap shooting, target practice, skeet shooting, sporting clays, regulated shooting areas, as defined and permitted by DNR, and similar shooting-related activities, provided, however, that it operates on land that is not adjacent to an existing or approved residential subdivision.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty sixth (46<sup>th</sup>) day following its enactment.

INTRODUCED BY: Commissioner

DATE:

PUBLIC HEARING HELD:

VOTE: Yea \_ Nay

DATE OF ADOPTION:

EFFECTIVE DATE:

**CHARTER AMENDMENT RESOLUTION NO. 2022 – 01**

**A Resolution of the Town of Sudlersville, Maryland for Purposes of Amending the Charter of the Town of Sudlersville to Revise the Residency Requirement to Qualify as a Candidate in a Town Election.**

WHEREAS, Section 4-301, *et seq.* of the Local Government Article of the Annotated Code of Maryland authorizes the Town Commissioners from time to time, to amend, supplement or change, by resolution, the Town Charter;

WHEREAS, the Charter of the Town of Sudlersville contains a residency requirement to qualify as a candidate in a Town Election;

WHEREAS, the current two-year residency requirement unduly limits the pool of qualified candidates for Town office;

WHEREAS, a one-year residency requirement expands the pool of qualified candidates, and is more consistent with the qualifications needed to be a candidate for office in other municipalities in the region; and

WHEREAS, it is in the best interest of the Town to amend its Charter to change the residency requirement to qualify as a candidate for office from two-years to one-year;

NOW, THEREFORE, BE IT HEREBY resolved this \_\_\_\_\_ day of March 2022, by the Commissioners of Sudlersville that Section 2-2 of the Charter of the Town of Sudlersville be amended to read as set forth below:

Section 2-2. Qualifications

Commissioners shall have resided in the Town at least ONE [two] year[s] immediately preceding their election and shall be qualified voters of the Town.

\* Wording in brackets is to be stricken, and wording in capital letters is to be added.

It is further resolved that a fair summary of this Charter Amendment Resolution shall be published four (4) times at weekly intervals in a newspaper of general circulation within a period of forty (40) days following the adoption of this Resolution;

It is further resolved that a copy of the Resolution shall be posted at the town hall for a period of forty days following the adoption of this resolution and made available for public inspection; and

It is further resolved that the title of this Resolution or a condensed version thereof shall be deemed to be, and is, a fair summary of this Resolution for publication purposes.

BY AUTHORITY OF THE  
COMMISSIONERS  
OF THE TOWN OF  
OF THE TOWN OF SUDLERSVILLE,  
MARYLAND

ATTEST:

\_\_\_\_\_  
Keith Griffith, President

\_\_\_\_\_  
Virginia Albers, Clerk

\_\_\_\_\_  
Lauren McMullen, Commissioner

\_\_\_\_\_  
Carrie Comegys, Commissioner

\_\_\_\_\_  
Kevin Kerr, Commissioner

\_\_\_\_\_  
Larry Leonard, Commissioner

Approved as to form:

\_\_\_\_\_  
Thomas N. Yeager, Town Attorney