



Town of Sudlersville

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Sudlersville Commission Meeting-May 4, 2022

Welcome & call to order

Pledge of Allegiance

Approval of Minutes from April 6, 2022 meeting (attached)

Finance Report (attached)

Reports

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

Old Business-

New Business-Discussion with Library Board.

Public Comment

Adjourn Next Meeting- June 1, 2022 6:30pm

Sudlersville Public Hearing & Commission Meeting

April 6, 2022

President Griffith called the Sudlersville Commission meeting to order at 6:30pm. The pledge of allegiance was recited and those present were: President Griffith, Commissioner Leonard, Commissioner Comegys, Commissioner Kerr, Commissioner McMullen, Attorney Tom Yeager, Virginia Albers, Town Administrator, E. T. Kimble, Eric Paniere, Jr., David Ruffner, Chad Angelini, Reese Coleman Martha Anthony, Sharon Andrews, Eric Crossley, Peter Bourne, Brenda Stant,

Meeting Minutes-Virginia disseminated the March 2, 2022 meeting minutes. A motion was made by Lauren and seconded by Kevin to approve the March 6, 2022 meeting minutes. The motion passed unanimously.

Finance Report – was reviewed and discussed and attached.

Codes Enforcement-was reviewed, discussed and attached.

Maintenance Report-was reviewed, discussed and attached,

Engineers Report-Peter Bourne. He said he has received some negativity regarded progress of Barclay Project and he is working on that. Applying for Construction Permits, Monthly Teams meetings and submitting paperwork to Attorney Yeager for review and approval

Fire Department-Chad Angelini from SVFC updated the Commission. Issues with the CAD system. Events: Easter Egg Hunt, April 10th, April 30, Car Show, May 1st, Chicken Bar-be-Que, May 21st, Yard Sale.

Planning Commission –Reese Coleman announced that 106 Charles Street Certificates, LLC has purchased the building on Charles Street and would like to open a Rehab Center. Still in early stages, they met with the Planning Commission and PC stated that they need to file a Special Exception permit. He also added that the PC has an open position for a 3-year term and they were working with Virginia to renew Sudlersville's Sustainable Community Application.

Water/Sewer Bills- Sudlersville Office Staff is working with Munibilling to facilitate the transition.

Queen Anne's County Economic Development's Heather Tinnelli, Rebecca Lepter, a Sudlersville Commissioner and Office Staff, State Planning Commission, State Department of Commerce and State Department Housing & Community Development representatives recently met for a workshop and walking tour of the Town of Sudlersville. Sudlersville is Town with potential growth availability and this was discussed, along with existing businesses, town amenities and infrastructure. More discussion/action to follow.

President Griffith, Commissioner Leonard, President of Peoples and their Attorneys met at the Bank to discuss the Library. The Library has financial accounts listed under the Federal ID Number for Sudlersville and they were identified in the towns last audit as a Discreetly Presented Component Unit. The accounts total \$300+, Commissioner Comegys is e Commission Liaison of the Library Board and will set up a meeting/discussion between the Sudlersville Commissioners and the Library Board.

Employment-The Town of Sudlersville is seeking employment for a part-time office clerk. Four applications have been submitted and Virginia just posted an ad in the newspaper. Interviews will be set-up soon.


Betterment Club-Martha Anthony and Sharon Andrews (Betterment Club) attended the meeting and requested sponsorship to purchase flags and medallions to be put on the graves of the Military at Sudlersville Cemetery. A motion was made by Commissioner Leonard and seconded by President Griffith to approve the request in the amount of \$2,500. The motion passed.

Name	Yay	Nay	Abstain
Griffith	x		
Comegys	x		
Leonard	x		
McMullen	x		
Kerr	x		

While on the subject of Sudlersville Cemetery, the Commission received a request for a donation to assist with the cost of maintenance for the Sudlersville Cemetery. A motion was made by Commissioner Leonard and seconded by President Griffith to approve the request in the amount of \$12,500. The motion passed.

Name	Yay	Nay	Abstain
Griffith	x		
Comegys	x		
Leonard	x		
McMullen	x		
Kerr	x		

There being no further business to discuss, the commission meeting adjourned at 8:02pm.



Respectfully submitted,
Virginia L. Albers

May 4, 2022

Deposits April 1 thru 30 2022

Personal Property	\$16,019.54
Real Estate Tax	\$ 3,991.16
Water/Sewer Payments	<u>\$24,405.37</u>
TOTAL	\$44,416.07

Expenses April 1 thru 30, 2022

Payroll	\$6,766.06
DelMarVa	\$1,428.30
State of Maryland (payoll \$	226.90
Trash	\$2,320.00
Consultant	\$ 875.00
Baker Tilly	\$1,925.00
Hills (WWTP)	\$ 619.43
Choptank	\$ 83.26
First State	\$ 100.00
Verizon	\$ 23.49
Shore United	\$ 300.00
Breezeline	\$ 173.89
Growmark	\$ 752.97
Yeager	\$ 2,910.00
Sudlersville Cemetery	\$12,500.00
APG Chesapeake	<u>\$ 131.25</u>
TOTAL	\$31,135.55

Sudlersville Memorial Library

April 2022

Total Patrons: 124

Total Checkouts: 199

Total Books: 108

Total Movies: 16

Renewals: 70

Checked In: 171

Holds: 1

New Patrons: Catherine Graves

Our Craft Day was held on April 30th. The children planted flowers. We had 3 children attend and 3 adults.

We are still delivering books to some patrons.

Breakdown by Town

Sudlersville In Town: 32

Sudlersville Out of Town: 40

Barclay: 2

Millington: 33

Crumpton: 4

Chestertown: 1

Marydel: 2

Henderson: 2

Dover, DE: 1

Greensboro: 1

Harrington, DE: 2

Smyrna: 2

Kansas City, MO: 2

**Sudlersville Memorial Library Board
By-Laws**

1. The Sudlersville Memorial Library Board shall consist of at least nine (9) members. Five (5) of those members are to be town residents and the remaining from the surrounding community. The officers shall be: President, Vice-President, Secretary, and Treasurer. Each member shall serve a two year term and are not limited to a two year term. All members will join the Board on July 1st.
 - A. Board members who fail to attend four of the meetings in any twelve month period will be deemed to have resigned.
 - B. In such cases the President will direct the nominating committee to nominate replacements to fill the unexpired term.
 - C. If the Board member can not continue to actively serve due to circumstances beyond his or her control the member may request and the President may appoint him or her as a member at large until such time as the member can resume active service or submits a letter of resignation.
2. The Fiscal Year shall end June 30th.
3. A quorum for transaction of business at any meeting of the Board shall consist of five (5) members.
4. The Board shall establish days and hours of opening and closing as well as holidays to be observed, subject to the Town Commissioners approval.
5. The Treasurer shall prepare an annual budget to be presented to the Board at their May meeting for their approval.
6. The Board shall meet six (6) times a year in the months of January, March, May, July, September, and November. The President may call special meetings.
7. The President shall preside at all meetings of the Board.
8. The Vice-President shall preside in the absence of the President.

9. The present Librarian shall serve as secretary. He/she shall keep accurate minutes of the proceedings of the meetings and shall carry out any necessary correspondence for the Board.
10. The Treasurer shall keep accurate financial records, pay bills, receive library income, and make regular reports to the Board. The books shall be audited annually.
11. The order of business at the regular meetings of the Board shall be as follows:
 - A. Reading of the minutes
 - B. Treasurer's report
 - C. Reports of standing committee
 - D. Reports of special committees
 - E. Unfinished business
 - F. New business
12. The nominating committee consisting of three members shall be appointed by the President in March to prepare and present a slate in May. Nominations may be made from the floor, in which case, the person receiving the most votes wins.
13. The Officers shall take office July 1st.
14. The Officers shall serve a two year term and may be elected for additional terms.
15. The President and Secretary shall be elected in the even years and the Vice-President and Treasurer in the odd years.
16. There shall be three standing committees.
 - A. Ways and Means
 - B. Publicity
 - C. Special Activities
17. The Ways and Means Committee shall supervise all fund raising activities for the benefit of the library.
18. The Publicity Committee shall keep the public aware of the activities of the Board and also any new and interesting books and services available at the library.

- 19. The Special Activities Committee shall formulate and supervise all programs and activities held in the library.**

- 20. These By-Laws may be amended by the Board at any meeting, provided a written notice of the suggested changes has been given to each member thirty days in advance. A majority vote of the Board shall be necessary to carry such amendments.**

- 21. The Sudlersville Memorial Library Board shall not exclude from membership on the basis of political or religious opinion or affiliation, marital status, race, color, creed, or national origin, or sex, age or physical or mental handicap.**

Amended March 2010