



Minutes of Town Meeting

May 19, 2025

President Charles M. Rhodes, Jr. called the meeting to order at 6:00 p.m. Present were Town Commissioners John P. Griffin, Jr. and Margaret L. Coursey, Town Administrator/Clerk Nancy Lindyberg, and Administrative Assistant Virginia Albers.

Commissioner Griffin led those in attendance in the Pledge of Allegiance.

Commissioner Griffin moved to approve the minutes of April 21, 2025 as presented. The motion was seconded by Commissioner Coursey. The motion passed 3-0.

Public Hearing

Ordinance No. 188-25 – FY26 Budget: Ordinance 188-25, an Ordinance that will adopt a budget for the Fiscal Year commencing July 1, 2025 and ending June 30, 2026; establish a tax rate of \$0.34 per \$100 of assessed valuation for real property; establish a public utility tax rate of \$3.00 per \$100 of assessed valuation; establish a sewer user fee of \$440 per equivalent dwelling unit per year; and providing for the collection of the State of Maryland Bay Restoration Fund annual fee of \$60 per EDU per year.

There were no comments from those in attendance regarding Ordinance 188-25.

Commissioner Griffin made a motion to close the public hearing at: 6:09 p.m. Commissioner Coursey seconded the motion. The motion passed 3-0.

Commissioner Griffin made a motion to adopt Ordinance No. 188-25. Commissioner Coursey seconded the motion. The motion passed 3-0.

Committee Reports:

Planning and Zoning: Nothing to report.

Board of Appeals: Nothing to report

Budget Status Report: Each Commissioner received copies of the General and Sewer Accounts and reviewed same.

Unfinished Business:

Maryland Food Bank Food Truck: Ms. Lindyberg advised that the Food Truck is scheduled to be in Church Hill on Wednesday, May 21, 2025 from 12pm-2:00pm at Church Hill Park, 1130 Sudlersville Road.

QAC Library Book Mobile: Ms. Lindyberg advised that the Book Mobile is scheduled to be in Church Hill on Thursday, May 22, 2025 from 2:30pm-3:45pm at the corner of Main Street and Church Lane.

Church Hill Elementary Fourth Grade Field Trip to Town Hall: Ms Lindyberg said that she contacted Mr. Paul Taylor, 4th Grade teacher at Church Hill Elementary School and he stated that there are 3 groups of 4th graders that plan to make a field trip to Town Hall on Tuesday, June 3, 2025.

Town Administrator Vacancy: After 18 years of service, Ms. Nancy Lindyberg has submitted her retirement letter as Town Administrator effective June 30, 2025. A job description and application have been posted in the local newspapers and on the Church Hill Town website. Ms. Lindyberg has agreed to stay and assist with training the accepted applicant.

Other: None

New Business:

Correspondence: The Town received the FY2026 Proposed Queen Anne's County Budget from the Queen Anne's County Commissioners.

Winner of the MML "If I Were Mayor" Essay Contest: Charlotte Amick, who attends Church Hill Elementary School, is the District 2 winner of the MML "If I were Mayor" Essay Contest. President Rhodes stated that the Town would schedule a celebration for Miss Amick at a future Town meeting.

Town Commissioner Election Monday June 2, 2025: Nominations for Town Commissioner were due by May 5, 2025; however, the only candidate who filed to run was current President of the Commission, Charles Rhodes. As indicated in the Town's Charter should only one candidate file to run, the election may be canceled. Therefore, the Town Commissioner election scheduled for Monday, June 2, 2025 was cancelled.

Red Speed Violations: President Rhodes stated that 216 citations for speed violations were given out for the month of April, 2025.

Other: Ms. Loretta Gannon, resident of Donna Anne Court in Church Hill, said that her adjoining neighbors on both sides have free-range chickens. She has concerns for the run-off into her well. President Rhodes told her that the Town follows Queen Anne's County Animal Control guidelines for this issue and that he would check into it.

Sewer System:

Flow Reports: The commission reviewed the flow reports for the Month of March, 2025.

Proposed WWTP Upgrade: President Rhodes advised that construction is almost complete at the WWTP to upgrade the plant. Delmarva Power has completed their portion, the aerators were delivered, and the Town is waiting for the permit from MES to install.

Other: Ms. Janet Rochester said that there is a drainage/trash issue at the end of Green Street. President Rhodes told her that he would look into it.

Comments: None

Commissioner Coursey made a motion to adjourn the meeting. President Rhodes seconded the motion. The motion was passed 2-0, as Commissioner Griffin had to leave the meeting early. The meeting was adjourned at 6:54 p.m.

The next Town Meeting is scheduled for Monday, June 2, 2025 at 6:00 p.m.

Respectfully submitted,

Virginia L. Albers,
Administrative Assistant

I hereby certify that the forgoing is a true and accurate record of the open Town Meeting held by the Town Commissioners of Church Hill on Monday, May 19, 2025 at 6:00 p.m.

Charles M. Rhodes, Jr.
President