



Commissioners of Barclay, Maryland  
Joseph Clough, President  
Brian R. DeMoss, Commissioner  
William Ward, Commissioner  
Virginia L. Albers, Town Manager

**Minutes  
Barclay Town Meeting  
October 17, 2018  
Town Meeting Hall, 101 Church Lane, Barclay MD 21607**

Present:

President Clough	Commissioner DeMoss
Commissioner Ward	Bessie Dickerson
Roseanna Maust	Tony Winchester
David Taylor	June Harris
Thurston Harris	Mrs. Grayson Jeffers, Jr.
Grayson Jeffers, Jr.	Damian Holderman
Frederick Preston & Daughter	Virginia L. Albers, Town Manager

Commission President Clough called the meeting to order at 7:00 p.m.

Old Business:

Minutes of the September 26, 2018 Town Meeting was presented. President Clough moved to accept the minutes. The motion was unanimously approved with no further discussion.

Treasurer's Reports from September, 2018 was presented. Commissioner Ward moved to accept the Treasurer's Report. The motion to accept the Treasurer's Report was approved with no further discussion.

Public Safety Report – Sheriff's Office – No report.

Administrator Report – Virginia Albers reported on the following:

- Approve bills for Heather to pay
- Work with Auditors-collecting final items for audit
- Complete Highway User Revenue Report and submitted to MDOT
- Copied and submitted a Hazard Mitigation Plan for the Town of Barclay Report done by Commissioner DeMoss.
- Attended a Sudlersville Commission meeting – October 3<sup>rd</sup>.
- Codes Enforcement-around town weekly. Verified ownership, fiscal addresses and wrote letters if needed. Next step follow-up for completion or second violation letter. Sent two certified letters for on compliant violations with return receipt requested.
- Ordered 6 Codes Enforcement books for Commissioners and Planning Commission.



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-Working with Damien Holderman from REEB who is applying for a permit to build a sign 35'wide by 7'high.

Barclay Audit- Heather and I have been working with the auditor's Weyrich, Cronin, & Sorra, CPA's and Business Consultants to complete the audit process. Nicole sent me a series of questions that I asked the Commissioner to help me with. Such as: Suspected fraud, allegations of fraud, pending litigation claims, how often are the Towns operations and finances assessed, communication frequency and report procedures and the processes in place.

Trap Hill Ditch-Commissioner DeMoss report that he had spoken with Mr. Yoder about mowing the Trap Hill Ditch and he said that he was busy farm farming but he would get to it when he is done.

Sewer Update-It was announced that no decisions had been made regarding the installation to run the Sudlersville Sewer system to Barclay. It was stated that we need to wait until after the County Commissioner Election.

New Business: Building Moratorium- The Commissioners asked Virginia to talked to Attorney Patrick Thomas about drafting a Building Moratorium due to failing septics.

Commissioner DeMoss announced that he had submitted his resume to the QAC Economic Development Commission to set on their Board. He would be representing Barclay.

REEB Permit-Due to the fact that we are short one Planning Commission member and one member was unavailable, Damian Holderman Project Manager for REEB submitted permit to build a sign 35sq. ft. 5'wide by 7'. Estimated value was \$1,000. The proposed sign would be made out of vinyl and wood.

President Cough made a motion, which was seconded by Commissioner Ward to approve the sign at no more than 32 sq.ft. The motion passed.

Commissioner DeMoss asked Virginia to explore grant funding to remodel the church that was donated to the Town into an office/meeting room with a new heating/air conditioning system.

Public Forum: Jonathan Winchester had asked for a letter stating what type of house he could building and what the restrictions were. Virginia stated that she had forwarded the request to the Attorney.

Will Wallace-It was reported the past Commissioner Will Wallace was out of the hospital and receiving therapy.

Announcements:



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Due to the Thanksgiving Holiday, the next Town Meeting will be Monday, November 19, 2018, 7:00 p.m. at the Town Meeting Hall (Marvin Memorial Church), 101 Church Lane, Barclay, MD 21607.

Please check the website ([barclaymaryland.com](http://barclaymaryland.com)) and the bulletin board outside of the Town Office for public meeting and hearing dates, times, and locations, including changes and cancellations.

All Commission meetings are conducted in Open Session unless otherwise indicated. All or part of the meeting may be closed to the public in accordance with Maryland Open Meetings Act procedures.

President Clough moved to adjourn. The meeting was adjourned at 7:51 p.m.

Respectively submitted by Virginia L. Albers, Town Manager