

MAYOR AND TOWN COUNCIL MEETING
TOWN OF SNOW HILL, MARYLAND

Work Session

January 26, 2021

A work session with Mayor and Town Council of Snow Hill, Maryland was held via Zoom conference on Tuesday, January 26, 2021 with Mayor Tammy Simpson presiding. The meeting was called to order at 4:30pm.

PUBLIC OFFICIALS PRESENT

Mayor Tammy Simpson
Town Manager Gary Weber
Councilperson Melisa Weidner
Councilperson Regina Blake
Councilperson Lisa Outten Harrison

STAFF PRESENT

Chief Andy McGee
Public Works Director Randy Barfield
Finance Manager Lounell Hamstead
Administrative Assistant Margot Resto

AUDITOR: Leslie Michalik
ETHICS COMMISSION NEW MEMBER: Pat Hudson

1. **Approval of Minutes** – Town Hall Meeting January 12, 2021. Motion to approve, seconded, all in favor.
2. **Ethics Commission – Swearing in new member, Ms. Pat Hudson**
3. **Auditors Presentation – Highlights:** Leslie Michalik presented reports. Highest level of assurance given. Town in complete compliance; internal controls and accounting; material weakness in internal control due to lack of segregation of duties has been removed; the lesser finding of a significant deficiency in preparation of financial statements by the auditing firm has a recommendation of utilizing our outside CPA consultants to review the drafted financial statements and complete a review checklist. Books and records are in good condition, in summary town is in good financial condition.
4. **County Budget Request** – Mayor, Council and Town Manager discussed previous year’s request and how we are approaching this year’s request.
5. **Black History Month – Proclamation** – Mayor asked Council for feedback soon for presentation at Town Hall meeting Feb 9th.
6. **Security Measures** – Mayor presented to Council as FYI: new swipe in/added measure for Public Works.
7. **Mass Communication/Emergency Information Notification – Jeré Johnson continuing** research of apps, other platforms, usage. Also working on website, updating and streamlining.
8. **Resolution 2021-01: Worcester County Hazard Mitigation & Resilience Plan Adoption** – read into record by Administrative Assistant Margot Resto; motion to adopt made by Councilperson Lisa Harrison, seconded by Councilperson Melisa Weidner, all in favor.
9. **Elections**
 - **Dates, format**

- **Recommendation for Board of Elections Supervisors vacancy** – Maegan Beatty – Councilperson Harrison motioned to accept, Councilperson Weidner seconded, all in favor.
10. **Public Comments:** Question about Black-Eyed Susan – outside company to run boat? Mayor answered that we are now developing an RFP for bid for outside company. Town Manager gave update on Black-Eyed Susan progress.
 11. **Closed Session – Black-Eyed Susan – pre-RFP:** Councilperson Blake read statement. Councilperson Harrison motioned to go into Closed Session, Councilperson Weidner second. All in favor. Time was 5:22pm.
 12. **Open Session - Return to Open Session** at 6:03pm. Mayor stated what was discussed in Closed Session- Black-Eyed Susan: develop RFP, put out for bid; lease options, weighing all possibilities/situations of operation.
 13. **Adjournment** - Motion to adjourn made by Councilperson Weidner, seconded by Councilperson Blake. The time was 6:04pm.

Respectfully Submitted,
Margot Resto
Administrative Assistant