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Description automatically generatedSNOW HILL MAYOR AND COUNCIL MEETING**

**Town Hall Meeting Minutes**

**Tuesday, October 12th, 2021**

**7:00pm – Regular Session**

A regular meeting of the Mayor and Town Council of Snow Hill, Maryland was held at The Old Fire Hall on Green Street on Tuesday, October 12th, 2021, with Mayor Jewell presiding. **Councilperson Weidner was absent**.

**PUBLIC OFFICIALS PRESENT**

Mayor Jennifer R. Jewell, Ph. D.

Councilperson Regina Blake

Councilperson Lisa Outten Harrison

**STAFF IN ATTENDANCE**

Andy McGee, Police Chief

Lounell Hamstead, Finance Manager

Martin Sullivan, Code Official

Randy Barfield, Public Works Director

Rick Pollitt, Town Manager

Margot Resto, Administrative Assistant

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1. Following a **Salute to the Flag and an Invocation** by Reverend Berry, Mayor Jewell called the meeting to order at 7:00pm.
2. **Approval of Minutes** for: Work Session October 5th, 2021: On the motion of Councilperson Harrison and seconded by Councilperson Blake, minutes were approved by the following vote:

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| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Melisa Weidner** |  |  |  |  | **X** |
| **Regina Blake** | **X** |  |  |  |  |
| **Lisa Outten Harrison** | **X** |  |  |  |  |
| **TALLY** | **2** |  |  |  |  |

1. **Town Manager Report** –
   * 1. Met with Maryland Municipal League – State Highway Revenues, went from $11m to $300k. Money is used for Public Works and street work. Will garner support to get the funding back up to at or near previous value.
     2. Local police accountability – To establish an accountability board for police to ensure responsibility. Asking to testify/show support in Annapolis.
     3. ARPA funds from COVID – Extended to next April to show how the funds of APRA were used.
     4. Mayor’s comment: Possibly installing electric hookups for electric cars, had meeting.
2. **Department Reports:**
   1. Finance Reports:
      1. Lounell Hamstead: Nothing to report.

On the motion of Councilperson Blake motioned and seconded by Councilperson Harrison, financial reports were approved by the following vote:

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| **Melisa Weidner** |  |  |  |  | **X** |
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| **Lisa Outten Harrison** | **X** |  |  |  |  |
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* 1. Media, Marketing and Promotions Report:
     1. Lorissa McAllister was absent
     2. In talks of obtaining a new Snow Hill logo
     3. Big success for October’s 1st Friday
     4. Working on new website
     5. Seagull Century and Car Show were successful
  2. Code Enforcement Report
     1. Martin Sullivan: Nothing to report
     2. Councilperson Blake: Where are we for Dr.’s Plack’s office, Marty: In process of getting permit / installing brick. No structural damage.
  3. Public Works Report
     1. Randy Barfield: New pumps installed, working above capacity.
     2. Huntingfields housing community coming along nicely. 4-5 Houses finished, 2 sold, 4-5 more finishing foundations.
     3. Water tower Testing – Early tests have come back to show good results, waiting on more tests.
     4. Bulk Pick-up: Notice wasn’t soon enough, will have to reschedule. Oct 27th is new pick-up day.
     5. Car Show would like to come back to Byrd Park.
     6. Worcester County Fair: May not want to come back to Byrd Park.
  4. Water & Wastewater Report
     1. Russ absent: Nothing to report
  5. Museum Report
     1. FiberFest, on Oct. 16th
  6. Police Department Report
     1. Track-or-Treat, Oct. 29th.
     2. Speed Cameras to be set up and reports for 30-40 days. Post a policeman to help catch speedsters.
     3. Covid 460 cases.
     4. 4 persons have already given notice that they are interested in the prescription delivery program.
     5. Chief and Councilperson Harrison: Expressed interest in making the program more publicly aware.
  7. Fire Department Report
     1. Nothing to report

1. **Old Business – No Old Business**
   * 1. Mayor: Wants to revisit trash can discussion during next work session
2. **New Business**
   1. Resolution No. 2021-05: Support for Community Legacy Grant Applications
      1. Mayor read the resolution aloud: A grant that will be used to restore/fix interior/exterior damages and/or beautifying structures.
      2. On the motion of Councilperson Harrison and seconded by Councilperson Blake, The Community Legacy Grant Resolution was approved by the following vote:

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* 1. Resolution No. 2021-06: Community Development Block Grant – Market Street Sewer Lining Project
     1. Mayor read the resolution aloud: A grant for vital funding to fix the sewer lining that is leaking sewage into the Pocomoke River.
     2. On the motion of Councilperson Harrison and seconded by Councilperson Blake, the Community Development Block Grant was approved by the following vote:

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* + 1. Using some of the funds from other grants (ARPA) to help start the project of fixing the sewer lining. $503,700 in cost.
  1. Proclamation – Economic Development Week
     1. Mayor: Did not read proclamation. Maryland Economic Development Association wants to see a promotion of economic development across the state for local and statewide business appreciation and support. The week is Oct. 25-29th.

1. **Announcements**
   1. Boards & Commissions
      1. Will be filling some positions of the vacancies. Jan King – Staying for another term. Margaret Fletcher – Elections. Historic Committee – Jan King, Kathryn Culbertson, Jen Divis. Zoning Board – Caroline Brown, staying on board. Housing Committee – Still needs to fill vacancies. Greg Gunther to be on Housing Committee.
   2. Council Vacancy
      1. To do interviews of the self-nominated individuals in closed session at next work session Oct 26th; choose one and will be sworn in in November.
2. **Closed Session – Moved to after Comments from the Public**
   1. Bikeways Proposals
      1. On the motion of Councilperson Blake and Councilperson Harrison seconding, it was moved to closed session. The time was 7:58pm

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1. **Return to Open Session – Moved with the Closed Session after Comments from the Public and before Adjournment. Moved into Open Session at 8:38pm**
   * 1. Discussed and reviewed the 6 Bikeway proposals with Administrative Assistant Margot Resto and Town Manager Rick Pollitt. Mayor requested for a motion to accept one of the proposals. Councilperson Harrison made the motion to accept Toole Design’s proposal, with Councilperson Blake seconding the motion.

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* + 1. Reach out to Toole to congratulate on winning the bid, wants to request slight adjustments on the timeline of accepting the bid, as the Town is slightly behind schedule.

1. **Comments from the Council**
   * 1. Councilperson Blake: Reached out to appreciate public.
     2. Councilperson Harrison: Appreciated public, and the chief and volunteers.
     3. Today is Councilperson Harrison’s last day.
2. **Comments from the Mayor**
   * 1. Appreciation for the involvement of the boards/events/volunteers.
3. **Comments from the Public**
   * 1. Dog attack incident from last work session. Mayor: Met with the assailed citizen. Dogs are supposed to be leashed. Chief: Animal Control issues citations through the County. Snow Hill doesn’t get further involved but may terminate dogs if they are deemed immediately a threat. Animal Control will seize animals, determine if bite was accidental or not, and to follow up with bite victim with rabies shots.
     2. Mayor: To make posts of awareness of dog safety and to secure leashes/fences/containments.
     3. Attendee: Thanked Rick for his meeting. To follow up on tags/towing of vehicles. Ongoing issue.
     4. Another Attendee: Parking on Green Street – Issue with authenticity of 2 hr. parking limit of Green Street. Marketplace Business representative: Had a suggestion to hand out waivers for longer stays if a person requests longer parking. Mayor: To issue warnings. A different attendee: Wants to know if there is adequate signage for where free parking is. Chief: Suggested to put up a parking map at Town Hall.
     5. Marty: County is expanding the parking lot by Washington street
4. **Adjournment** 
   1. Adjournment –Motion for adjourn by Councilperson Blake, seconded by Councilperson Harrison for approval. The time was 8:39pm.

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Respectfully Submitted,

Jerry Jeffra