

**MAYOR AND TOWN COUNCIL MEETING**  
**TOWN OF SNOW HILL, MARYLAND**

Town Meeting

February 11, 2020

A regular meeting of the Mayor and Town Council of Snow Hill, Maryland was held at the Train Station at 200 Belt Street on Tuesday February 11, 2020 with Mayor Gary Weber presiding. The meeting was called to order at 7:00 pm.

**PUBLIC OFFICIALS PRESENT**

Mayor Gary Weber  
Councilwoman LaToya Purnell  
Councilwoman Melisa Weidner  
Councilwoman Alison Gadoua

**STAFF IN ATTENDANCE**

Martin Sullivan, Code Enforcement Officer  
Lounell Hamstead, Finance Officer  
Randy Barfield, Public Works Director  
Cindy Byrd, Director of Purnell Museum  
Chief Andy McGee  
Margot Resto, Administrative Assistant  
Jeré Johnson, Media, Marketing and Promotions Coordinator

Consultant: Donald Giancoli

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**SALUTE TO THE FLAG/INVOCATION**

Mayor Gary Weber called the meeting to order. The pledge of Allegiance was recited, followed by an invocation.

**MAYOR’S OPENING COMMENTS**

- While away, visited many cities and towns, all about beautification and pride of place
- Main Street meeting, well attended, great ideas
- Dedication of LSLT exhibit Conservation Center, also well attended; got airplay on WMDT
- Beginning Budget workshop process, announced first meeting tomorrow night
- Don Giancoli budget consultant

**MEETING MINUTES**

Motion to approve January 14, 2020 minutes, seconded and approved.

**FINANCIAL REPORT**

The Finance Report for December, 2019 was presented, question about Toy Town MOU, answered. Motion to approve, seconded and approved.

**MEDIA, MARKETING AND PROMOTIONS COORDINATOR**

Blues Jam  
Taco Time a hit and a lot of support  
Booked Brown Box  
Hunt for the Heart  
Farmer's Market  
Easter Egg Hunt

**CODE ENFORCEMENT REPORT**

The Code Enforcement Report for January 2020 was presented.  
The Mayor announced that he passed test for Residential Building test, on to Commercial.  
Certificate of occupancy approved for Toy Town.

**PUBLIC WORKS REPORT**

Public Works Report was presented for January 2020. Temporary stage being built by Worcester Tech, Larry Lynch said they were blown away by being asked. Can be modified, taken apart. We supply cost of materials, all they ask is recognition.

Holiday trash and recycling collection schedule presented.

**WWTP REPORT**

Wastewater Report was presented for January 2020. Contracted with Suez for water tower, scheduled to take water tower down and paint inside, 4-6 weeks. Schedule with Town Manager – this or another year? Applied for permit from MDE.

**MUSEUM REPORT**

The Julia A. Purnell Museum Report was presented for January 2020. Exhibits discussion, Nancy Ellen Thompson. Paul Volker closed Green Pearl. Special thank you to Paul, has donated art supplies for programs, work together to make ornaments, card rack, etc... If you see him, thank him for contributions over the years. Local artist series -Spring, April, opening reception coordinated with First Friday or with Easter Egg Hunt. Coordinate with Town?

**POLICE DEPARTMENT REPORT**

The Police Department Report was presented for January 2020. New sign on Police Department. Getting bids for new flooring and electrical. Finding electricians is problematic. Reports of change stolen, cars going through, keep doors locked.

**OLD BUSINESS** – None to report.

**NEW BUSINESS** – Six-month budget amendment explanation by Don Giancoli. Not meant to change current budget. Make estimates, changes or unexpected expenses. Auditors will look at how up to date and accurate you are with budget. If you spend more than is budgeted can be in violation of charter. Must go through another mini-budget process. Make commitment to citizens, but changes must take place, so amend budget.

1. Move money within dept, can be handled administratively
2. Moving between departments, requires resolution and one reading by council
3. Changed appropriation, requires 2 readings, essentially redoing your budget from beginning of year

That's why 6-month review, supplemental appropriation. Requires two readings.

So when you get to year end, don't want to have over/underages.

Extra \$25,000 to move around from HUR reports.

Not spending overall as much as been taking in during this FY, so trash truck 110K is reduced by approx. 40K.

Has developed understanding of money coming in and out to date, communication with Staff regularly, recently.

Motion to move forward to create budget ordinance, seconded, all approve.

### **COMMENTS FROM COUNCIL -**

Thanks to Jeré Johnson and Councilwoman Weidner.

### **COMMENTS FROM THE MAYOR**

Encourage all to attend budget sessions.

### **COMMENTS FROM THE PUBLIC**

- Address reason for budget process update and change needed, Don offered memorandum to back up
- How was grant accounted for if received within FY and not spent; this recognizes on the revenue side
- 79 fire house, 79 went out – who manages this? Based on calls, past due, pays to town, town pays fire dept, fire dept prob reports to county, literally passes through
- Citizen mentioned about elementary school now Pleasant Manor apts, discussion about issues/incidents happening there; mom is elderly and concerned, doesn't feel safe. Code Officer: Pleasant Manor has been recently purchased, will be totally rehabilitated.

Mayor and Council and Code Officer: We are very aware in contact with those about it, state, county, involved. Council will contact management there.

- What time limit to bring it up to code? Code official doesn't have fixed time to bring to code. New roof, sprinkler system in next month, remodeling each apartment. Owners have had it 6 months. Previous owner saved building, worked hard. Have Gillis Gilkerson under contract, top in area. In our code they have permit for year, can extend it. They are funded, is in process
- Resident issue with parking on street, Chief has communicated with her. Mayor will sit with Chief discuss. Mayor will work on resolution. Could be incorrect signage. Possible painting of curb.
- Thankful that Purnell Street is being recognized and ready to be repaired. Who handles grants? Mayor stated we have grants person for historical trust, other. Larger grants – DBF handles. Talking about a Capital Improvement Fund for this, so we can get grant for it, and it won't look like we have too much money for it.
- Like to hear about businesses other than downtown being promoted.
- Possibly updating charter? Charter is antique. Mayor agreed Charter update needs to happen. Want to start after budget process is accomplished.
- Re: last meeting -nobody knows anything, no communication. Mayor stated that we have meetings every month, town hall is open for business every day, free to call, stop by, make appointment. Dealing with day-to-day operations, complaints, services. Mayor offered anyone to call him.
- When are we going to have a Town Manager? Mayor stated that the resumes received don't qualify, possibly interim – Don. Not going to hire someone who hasn't done it before.
- Election coming up. Do we have to have a Town Manager involved in election?
- Tomorrow – budget work session? Yes. Can we have PNC on next work session? Mayor stated current status, termites being treated, walls being torn out, just being maintained. Nothing being done right now, not a priority. Wall has not been moved out, major expenditure.
- Councilwoman Purnell reiterated nothing is being done. Before it can be treated, leaks, etc... needed repair. Bruce doing a good job.

### **ADJOURNMENT**

Motion to adjourn, the meeting was adjourned at 8:09 PM.

Respectfully submitted,  
Margot Resto