

**SNOW HILL MAYOR AND COUNCIL**

**TOWN HALL MEETING**

**Tuesday, February 14, 2023**

**Old Fire Hall, 212 W. Green Street, Snow Hill**

**Minutes**

**Masks are optional.**

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, February 14, 2023, with Mayor Pruitt presiding.

**PUBLIC OFFICIALS PRESENT**

Mayor Mike Pruitt

Councilmember Regina Blake

Councilmember Jenny Hall

Councilmember Janet Simpson

**STAFF IN ATTENDANCE**

Rick Pollitt, Jr., Town Manager

Randy Barfield, Director

Andy McGee, Police Chief

John Rankin, Grants Administrator

Lorissa McAllister, Econ. Develop. Director

Carol L Sullivan, Executive Administrator

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1. Following a **Salute to the Flag and Prayer**, Mayor Pruitt called the meeting to order at 7:03pm.
2. **Approval of Minutes** for:
   1. January 10, 2023 Town Hall Meeting: On the motion of Councilmember Simpson and seconded by Councilmember Hall minutes were approved by the following vote:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** |  | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |  |

* 1. Approval of Work Session meeting January 24, 2023: On the motion of Councilmember Hall and seconded by Councilwoman Simpson minutes were approved by the following vote:

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| --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

1. Proclamation: Town Manager Pollitt read the Black History Month Proclamation for the record, Councilmember Blake accepted the Proclamation from Mayor Pruitt.
2. **Treasurer’s Report** 
   1. On the motion of Councilmember Blake and seconded by Councilmember Hall, Treasurer’s Report was approved by the following vote:

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| --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

1. **New Business:**
2. Ordinance No. 2023-01 Budget Amendment First Reading:

Town Manager Pollitt gave a brief update on the six-month budget amendment, Ordinance No. 2023-01. He then read Ordinance No. 2023-01 aloud for the record.

On a motion of Councilmember Blake and seconded by Councilmember Simpson, the motion passed the first reading with the following vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

**6: Town Manager Report**

* 1. Town Manager Pollitt referred everyone to his printed report and then stated that the Mayor and staff normally balance the budget before presenting it to the Council on the 4th Tuesday of March. The Mayor felt this year it is important to have the Council involved in the early stages of planning the budget. He noted that our work session on February 28 will include consideration of surplus property and provide an update on the Streetscape and Bikeway projects.

**7: Department Reports**

* 1. Economic Development –No Further discussion.
  2. Code Enforcement - Starting the process to update the Comprehensive Plan. Looking for grant funding and citizen participation.
  3. Public Works –. Director Barfield apologized to citizens about the water cut-off on Monday. An eight-inch water main broke, near the jail. The Mayor and Council thanked him for all he does. Town Manager Pollitt stated that there have been calls at Town Hall complimenting the work that our Public Works Department did yesterday.
  4. Water & Wastewater – No further discussion.
  5. Julia A. Purnell Museum – No further discussion.
  6. Police Department – remind citizens the uptake scams on social media and on bank cards. They have received a grant to place security cameras in the downtown area.
  7. Fire Department – No report.

**8: Presentation: 2023 Community Legacy Grant Commercial Improvements Program:**

Grant Administrator Rankin stated that this is a reimbursement grant 50/50 split between the Town and the applicants. The grant will be awarded based on an evaluation of the project. The deadline to apply is March 23. Speaking to the public present, he stated that if you are a commercial tenant, your application must be signed by the property owner, and notarized. Must include a copy of the contractor’s business license. If improvements you make are removed or if you sell your property within five years of receiving your grant, you will be required to return a pro-rated amount to the Town. He had applications to pass out and said that applications will be available at Town Hall.

**9: Old Business:**

Approval of proposal from 120 Water to oversee and manage compliance with the Federal Lead & Copper Rule for water system:

Manager Pollitt gave a brief update from recent work session, adding that the agreement has been approved by legal counsel. Josh Taylor, from Davis, Bowen and Friedel Inc., was in attendance to answer any questions.

On a motion of Councilmember Simpson and seconded by Councilmember Hall passed the proposal from 120 Water with the following vote.

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| --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

* 1. Approve agreements with Simple Fiber for broadband service to Town Properties:

Town Manager Pollitt stated that this was addressed in a recent work session adding that high-speed internet through broadband is a hot topic and a strong economic development attraction for the Town. Broadband is coming to Snow Hill through an agreement with the County. The agreement is to provide internet service to the Town by Simple Fiber, out of Salisbury. Economic Development Director McAllister stated that on the properties of 213 Cypress Street and 216 W Green Street the fee amount was incorrect and she would reach out to Brett Davis of Simple Fiber to get that corrected.

On a motion of Councilmember Blake and seconded by Councilmember Hall passed the agreement with Simple Fiber for broadband service to Town Properties with signatures to follow after the correction, with the following vote:

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| --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

1. **Comments from the Council**

Councilmember Blake thanked the citizens and Department Heads for coming out and supporting the town, and wished everyone Happy Valentine’s Day.

Councilwoman Hall thanked the citizens for coming out and supporting the Town. It’s going to be a busy time this year with the budget and we will need your support.

CouncilmemberSimpson thanked Randy and Lorissa and John and thanked town manager Pollitt for their work. So happy that you came out on Valentine’s Day and please know that we need your input.

1. **Comments from the Mayor**

Thank you and the budget is going to be tough. Our water and sewer rates are upside down. Jean Holloway is going to be a big help in getting us on track. It’s going to be quite a pill to swallow. We will do everything we can, to keep rates as low as we can. I ran on infrastructure and that’s what I’m going to do.

1. **Comments from the Public**

Shae Von Marsh asked Chief McGee if he had any updates to the shooting threat that happen last week at Snow Hill Middle School. Chief McGee stated that it was handled by Worcester County Sherriff’s Department, also that any child under the age 13, can’t be charged for a felony.

Mr. John Paffrath submitted a proposal for Black-Eyed Susan. Nothing is in stone, and we (Paffrath) consider it an incomplete proposal until we have your input.

**Adjournment**

* 1. Adjournment –Motion to adjourn by Councilmember Blake, seconded by Councilmember Simpson for approval. The time was 7:44 pm with the following vote:

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| --- | --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Janet Simpson** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Jenny Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

Respectfully Submitted,

Carol L. Sullivan

Carol L Sullivan

Executive Administrator