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**SNOW HILL MAYOR AND COUNCIL MEETING**

**Work Session Meeting Minutes**

**Tuesday, June 6th, 2023**

**4:30pm – Regular Session**

A Work Session of the Mayor and Town Council of Snow Hill, Maryland was held at The Old Fire Hall on Green Street on Tuesday, June 6th, 2023, with Mayor Pruitt presiding.

**PUBLIC OFFICIALS PRESENT**

Mayor Mike Pruitt

Councilperson Regina Blake

Councilperson Janet Simpson

Councilperson Jenny Hall

**STAFF IN ATTENDANCE**

Jerry Jeffra, Communications Officer

Rick Pollitt, Town Manager

Carol Sullivan, Executive Administrator

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1. **Presentation: Report from the Charter Review Committee proposing initial amendments to the Town Charter.**

Mayor Mike Pruitt called the meeting to order at 4:31pm and introduced attorney Mike Farlow, Chair of the Charter Review Committee and members of the Committee, Rob Hall and Eddie Lee, who were sitting in attendance.

Mayor Pruitt opened the floor for Mr. Farlow to present the first round of recommended changes to the Town Charter. Mr. Farlow highlighted several recommendations approved unanimously by the committee, such as cleaning up pronoun/gender usage, referring to “registered voter” as opposed to “qualified voter”, updating Maryland State Code language, changing references from “town clerk” to “town manager” and adopting the term “Board of Election Supervisors” where other terminology conflicts.

Mr. Farlow has copies of the necessary ordinances that must be adopted if the Council chooses to take them forward. However, once the Mayor & Council approve of the ordinances there is a 40-day waiting period before these laws would take effect, allowing the public to appeal by referendum if so desired. These changes must be advertised in a local newspaper in consecutive weeks so that members of the public have time to challenge any of the changes. A final version of the updates will be available for the Mayor and Council soon.

Mayor Pruitt asked Mr. Farlow if the Town had the authority to change the references regarding registered and qualified voters and Mr. Farlow assured him that we do.

Mayor Pruitt asked Mr. Farlow how an amendment to the Charter can be proposed, and Mr. Farlow responded there are two ways; one through the ordinance process and the other by public referendum.

Mayor Pruitt asked Mr. Farlow if it was his recommendation to begin the process of approving these Charter changes now and Mr. Farlow replied in the affirmative. Mayor Pruitt stated he would want to pick this up during the month of July.

Diana Walsh asked what constitutes “circulating a fair summary” of the charter amendments. Mr. Farlow replied that it needs to be posted in a locally circulated newspaper and posted at Town Hall and further suggested to post it on social media.

Eddie Lee asked Mr. Farlow if he could recommend to the Town it be posted on social media, to which Town Manager Pollitt assured he would make sure to do just that.

Mayor Pruitt asked Mr. Pollitt to speak about upcoming meetings. Mr. Pollitt announced that the July 4th Work Session has been cancelled due to the holiday. He added that the June 27th Work Session is currently up in the air, due to the Maryland Municipal League’s annual summer conference in Ocean City and that members of the Mayor & Council may be attending that conference.

Councilperson Simpson asked about adding an amendment relating to water/wastewater and matters of damage or destruction caused by an act of God. Through a concern of a citizen, Councilperson Simpson asked Mayor Pruitt and Mr. Pollitt for their recommendations and what role a councilmember plays in addressing such concerns by Charter. Mr. Pollitt replied that Councilmembers are an ideal conduit to the administration from citizens of the Town and that the problem she is referring to is being addressed by Town staff. He is hopeful that a satisfactory resolution of the citizen’s problem is the works.

Mr. Pollitt then spoke highly about Clerk Jerry Jeffra’s Water Research Report which was submitted to the Town recently. With just a few edits suggested by Jean Holloway, the report will soon be ready for public viewing, and a physical announcement, either by postcard, door hanger or brochure, would also be made available soon.

Rob Hall asked about the MML conference and if there is anything helpful scheduled for the members of Boards & Commissions. Mr. Pollitt responded to Mr. Hall said that at this time he hadn’t seen a final agenda but would look into it and respond later.

1. **Adjournment**

With no other business to conduct, on a motion from Councilperson Blake, seconded by Councilperson Hall, the meeting was adjourned by the following vote. The time was 4:58pm.

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

 Respectfully Submitted,

 Jerry Jeffra

 Communications Officer