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**SNOW HILL MAYOR AND COUNCIL MEETING**

**Special Council Meeting Minutes**

**Monday, September 11th, 2023**

**5:00pm – Special Session**

A special Work Session of the Mayor and Town Council of Snow Hill, Maryland was held at The Old Fire Hall on Green Street on Monday, September 11th, 2023. Mayor Mike Pruitt and Town Manager Rick Pollitt were absent due to prior commitments.

**PUBLIC OFFICIALS PRESENT**

Councilmember Janet Simpson

Councilmember Diana Walsh

Councilmember Margaret Ann Fletcher

**STAFF IN ATTENDANCE**

Carol Sullivan, Executive Administrator

Jerry Jeffra, Clerk

Lorissa McAllister, Economic Development Director

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1. **Call to Order**

In the absence of the Mayor, senior Councilmember Simpson called the meeting to order at 5:00pm.

1. **Explanation of origin and intent of updated Ordinance from Economic Development Director Lorissa McAllister**

Economic Development Director Lorissa McAllister stated that the ordinance was originally drafted by the Economic Vitality Committee, how the team looked at other communities in how they enforced punishment to owners of vacant buildings through different means such as a fee schedule, after drafting a sample ordinance they passed it over to the Planning & Zoning Commission. They decided to have two ordinances, one for residential and the other for commercial. Ms. McAllister also spoke on the then and now vacancies in the downtown district and its impact.

Councilmember Walsh shared her justifications of having a higher fee schedule and the advice she obtained that assured her, and asked how properties for sale should be affected in light of the proposed ordinances.

1. **Explanation of origin and intent of updated Ordinance from Diana Nolte**

Diana Nolte spoke about the split in ordinances between residential and commercial, and appealed to the Council in how much effort was put into revitalizing the downtown district and how damaging vacant buildings are to other businesses.

1. **Public Comment**

Rob Hall asked about what were the percentages in the study that led up to the justification of the ordinances and what does the end goal look like with the ordinances.

Eddie Lee commented how this could negatively affect the Code Enforcer’s other duties and asked for a way to expedite procedures if there’s been an owner who’s a repeat offender or unable to respond such as being in jail.

1. **Council discusses changes to fee schedule and how to justify and implement them**

Council read through the ordinances and deliberated on how exceptions are handled, who’s responsible for enforcing the ordinance, proceeding forward with assistance from the Town’s Attorney, if they should keep the fees separate and how to handle the differences of each ordinance. The Council also recommended several changes and additions to the wording in the ordinances.

1. **Adjournment**

Councilmember Walsh made a motion to adjourn. Seconded by Councilmember Fletcher and passed unanimously. The time was 6:51pm.

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| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Margaret Ann Fletcher** | **X** |  |  |  |  |
| **Janet Simpson** | **X** |  |  |  |  |
| **Diana Walsh** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

Respectfully Submitted,

Jerry Jeffra

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