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Description automatically generatedSNOW HILL MAYOR AND COUNCIL**

**WORK SESSION**

**Tuesday, March 29th, 2022**

* **Minutes -**

**4:30pm – Work 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 Monday, March 29th, 2022, with Mayor Jewell presiding.

**PUBLIC OFFICIALS PRESENT**

Mayor Jennifer R. Jewell, Ph. D.

Councilperson Melisa Weidner

Councilperson Regina Blake

Councilperson Rob Hall

**STAFF IN ATTENDANCE**

Rick Pollitt, Town Manager

Margot Resto, Deputy Town Manager

Randy Barfield, Public Works Director

John Rankin, Grants Administrator

Andy McGee, Police Chief

Lounell Hamstead, Finance Manager

Jerry Jeffra, Communications Officer

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1. **Approval of Minutes** for: Budget Session Meeting March 22nd, 2022: On the motion of Councilperson Weidner 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** |  |  |  |  |
| **Rob Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

1. **Proclamation:** Endometriosis Awareness Month: Mayor: The month of March is Endometriosis Awareness Month, and had read a proclamation, highlighting how women are affected and the lack of medical research into studying the disease. After reading the proclamation, the mayor signed the proclamation. Shannon Hannawald read her life’s story and how endometriosis affected her life and how she has fought it and continues to fight against it.
2. **Discussion Items** –
   1. **Budget:**
      1. **Review Mayor’s Proposed Budget:** Last week reviewed the budget, there haven’t been major changes. Some changes include the fireworks for Chamber of Commerce’s 4th of July ($5k). Cost of chemicals has been re-adjusted. ($5k). 5% has been placed into revenue in sewer with Huntingfields homes in mind. Mayor: Operating budget will be read in April, with a follow-up in May.
      2. **Review Capital Improvement Budget:** Mayor: Money was moved into the Capital Improvement Fund recommended by auditors last fiscal year. CI Budget are large projects to help fund public and business owned structures, external and internal. Moved $1.8m from operating budget into CI budget but has now been supplemented by grants. Some of the projects for the CI fund has been equipment related. Mayor to John to look forward to obtaining more grants to help continue and/or increase the amount of money available. Two projects are going on, I&I Market Street project and the Bikeways study project. Mayor to John: Have you seen any grants concerning the parks or I&I project? John: Nothing of significance, no. Mayor to Rick: Have you seen any? Rick: Without mixing up funds from ARPA, we are juggling Town money with grant money, with an option to combine the engineers working on I&I project to help do other projects. The state doesn’t want the Town to mix up any of the money available. Bikeway Study is going very well and will reveal what they have soon next week. May have a public meeting with them end of April. Boardwalk project is going well, going to be finished by end of month or early April. County Commissioners are in meetings over the budget as of now. Councilperson Hall: Has the elevator been voted / confirmed? Mayor: No meetings on it yet. John: We are still good for the $175k grant for ADA compliant elevator. To get the new policy in writing after speaking with the agency.
3. **Public Comment** – No comments.
4. **Closed Session** – **Motion to move into Closed Session made by Councilperson Hall, seconded by Councilperson Blake, all in favor. The time was 4:55pm.**

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| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Melisa Weidner** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Rob Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

* 1. **Town Properties:**

1. **Return to Open Session - Motion to move into Closed Session made by Councilperson Blake , seconded by Councilperson Weidner, all in favor. The time was 6:42pm.**

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| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Melisa Weidner** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Rob Hall** | **X** |  |  |  |  |
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1. **Adjournment: Motion to adjourn made by Councilperson Weidner, seconded by Councilperson Hall, all in favor. The time was 6:42pm.**

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| **NAME** | **AYE** | **NO** | **ABSTAIN** | **RECUSED** | **ABSENT** |
| **Melisa Weidner** | **X** |  |  |  |  |
| **Regina Blake** | **X** |  |  |  |  |
| **Rob Hall** | **X** |  |  |  |  |
| **TALLY** | **3** |  |  |  |  |

Respectfully submitted,

Jerry Jeffra

Communications Officer