

**MAYOR AND TOWN COUNCIL WORK SESSION**  
**TOWN OF SNOW HILL, MARYLAND**

**Work Session**

**4-21-2020**

A work session with Mayor and Town Council of Snow Hill, Maryland was held via telephone conference due to the COVID-19 protocols on Tuesday April 21, 2020 with Mayor Weber presiding. The meeting was called to order at 4:30pm.

**PUBLIC OFFICIALS PRESENT**

- Mayor Gary Weber
- Councilwoman Alison Gadoua
- Councilwoman Melisa Weidner
- Councilwoman Regina Blake
- Jeré Johnson
- Margot Resto
- Melissa Etnoyer

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**MEETING MINUTES**

No minutes presented.

**HUD – Brews Up loan approval**

Councilperson Blake requested a motion for a new vote.  
 Resident asked if this can be done in a work session.  
 Mayor – yes, confirmed with attorney. Not an ordinance, is a motion. Resolutions can be presented and voted on in same meeting, doesn't have to be Town Hall.  
 Resident question on what is being voted on.  
 Mayor - \$20,000, façade redo, Brews Up.  
 Councilperson Gadoua – discussion of last town meeting, had questions – got them answered since then, spoke with Ann Gibb, they will get grant funding back, wanted to table it at last meeting but had to vote, in support of this.  
 Opened to citizens to comment or questions. Resident again not sure can vote in Work Session.  
 Mayor assured we can, attorney confirmed. Motion to approve loan, seconded, all in favor.

**ELECTION**

Melissa Etnoyer, Chair Snow Hill Board of Elections; recommendations. Absentee ballot only, Eastern District only. Comments on dates proposed prior, updates to those dates.  
 Recommended timeline and procedures:  
 5/1/2020- Mailing of Absentee Ballot application, dates and deadlines, and instructions.

5/12/2020- Postmark deadline for Absentee Ballot application.

5/22/2020- If you did not receive an Absentee Ballot call Town Hall for one, ONLY if you filled out an application and mailed it on/before the deadline.

5/28/2020- Election. Ballots must be postmarked by this date.

Will be picking up the application requests daily to ensure voters have enough time to vote.

Absentee Ballots will be collected as per the Charter, 5 days prior, 1 day prior, the day of the Election, and 14 days after the Election accompanied by police officer and one other person.

Add to the resolution that a collection of Absentee Ballots be picked up 5 days after the Election. Then the Board of Elections can get together and count all the Absentee Ballots received to date. (6/2/2020)

\*There will be no provisional Ballots, and no late Ballot Application process. Still looking into hand delivery of absentee ballot process.

Dates will be sent out with instructions to registered voters in Eastern District.

Resident questions: Just Eastern District? Yes. Taking referendum off? Contacted people with machines, but still a lot of things on lock down in state, would be very costly.

Resident – too early, in a state of emergency.

Resident – Carolyn Brown is part of Board of Elections committee, correct? Melissa E. said she spoke to Board.

Melissa E. -yes, spoke to Carolyn, gave date of June 2 that we would be counting ballots.

Mayor – she is correct in saying that June 2 is election, date that ballots would be tabulated.

Discussion on process of counting dates, announcement of winner based on how many votes were counted.

Melissa – election date is May 28 POSTMARK, then pick up 5 days after. Discussion of process, calendar, due diligence of process.

Resident asked if Governor extends state of emergency, have to do process all over again?

Mayor answered no. Will provide candidates with dates as well AFTER attorney approves and writes a Resolution. Council ok with these dates to have attorney draw up Resolution?

Council – no issue with this. All in favor.

Resident asked if there was enough time to campaign.

Melissa E. – yes, already had instructed candidates to begin campaigning, enough time.

### **AUDITOR PROPOSALS**

Discussion on two bids received (TGM & PKS), pros and cons of each; differences in cost, background info., positive reports of PKS, good practice to change auditors, PKS far lower in cost.

Discussion of embezzlement history, the fact that PKS was auditor at time of fraud, forensic auditor commented it was a miracle that finance manager, Lounell found it as this would have gone undetected by either auditor; was very sophisticated. Still have forensic auditor overseeing.

Mayor asked Council to make a motion to approve one or the other.

Council further discussion of embezzlement history, cost differences, conversations with finance manager, pros and cons of each. Mayor commented on discussions with staff.

Mayor motioned to choose one over the other.

Council asked if bound by contract; Mayor said it is a 3-year contract, increases every year.

Also, a separate line audit – if we receive a grant over 350K, have to pay for 3K audit. PKS - \$700K, \$3700. Only other difference. More Council comments and discussion.

Councilperson Weidner motioned to approve PKS, Councilperson Blake seconded, Councilperson Blake and Councilperson Weidner yea, Councilperson Gadoua nay.

### **COUNCIL COMMENTS**

Councilperson Gadoua: discussion of meetings protocols, Subsection 9 of our Charter re: “Council shall determine its own order of rules and business.” If Council wanted to hear item, only can hear if on agenda. Because a grant was requested to be put on the agenda and it wasn’t on the agenda, couldn’t discuss. Council decides what is and isn’t on agenda.

Mayor: Discussion on the process, Council’s interpretation differing from his communication with attorney to confirm procedures; Mayor sets the agenda. Discussion on process after receipt of letters/communication to Mayor and Council; don’t immediately disseminate; time to research the agenda item prior to agenda placement; present to Council with information.

Comment on hopes that Main Street can reach agreement to decide on what grant request to make. On the work session agenda next week.

Councilperson Gadoua commented that charter is clear, Mayor may only vote on a veto or break a tie, not what should or should not be put on agenda. Council oversees grant and aid. Can be put on 4/28 agenda, but 4/29 is deadline, not much time for grant to be written. If council wants to discuss it should. Spoke to attorney also. Noted that this item is for a community space in Fire Hall.

Mayor commented he will get attorney to clear this up in print. Discussion on Main Street should be on same page with Town Hall staff for grant requests. This item is on next Work Session agenda. Reading of letter from Town Staff regarding this grant subject. Discussion on the need for all to be on same page, imprudence of going before State requesting money without this. Requested motion to adjourn.

Councilperson Gadoua comment - can’t adjourn before you open up for public input. Comment on being denied Council’s right to weigh in.

Mayor commented that it is on next agenda, not on this agenda. Second request for motion to adjourn.

Councilperson Gadoua comment to open up for public input prior to motion.

Mayor comment it is not on this agenda, all items satisfied on tonight’s agenda.

Mayor called for order. Council continued speaking. Mayor muted participants.

Mayor third request motion to adjourn.

Councilperson Gadoua comment on censoring.

Mayor commented on right to speak to items on agenda; this item is on next week's agenda.

Called for order.

Mayor fourth request motion to adjourn.

Resident asked if they can comment.

Mayor commented that tonight's agenda is finished, already had opportunity to speak on tonight's agenda. Will have opportunity to speak at next Work Session on those agenda items.

Resident commented on need to communicate and listen better.

Mayor comment on being open to receiving calls, emails to discuss concerns and ask questions.

Meeting are to get business done, not time to speculate, complain, or bring new items without preparation. Charter requires that questions, concerns are taken at Town Hall meetings.

Councilperson Gadoua disagreed; commented on censorship.

Mayor requested courtesy on approaching him outside of public forum, not waiting until in public forum and then attacking.

Resident inquired about attorney coming to meeting. Councilperson Gadoua replied on attorney already came, expensive, items addressed.

Mayor fifth request motion to adjourn. Commented without motion meeting will be silenced.

No motion made, participants muted, then unmuted.

Councilperson Weidner commented that her understanding was that end of meeting is open for public input and questions.

Mayor said yes, at Mayor's discretion. Explained not permitting Council to force an agenda item.

Resident discussion on grant not put on agenda, letter not forwarded immediately to Council.

Mayor and Resident discussion the process and breakdown of communication, questions on proper procedure, hope to improve relationship and communication, shared goals of safety and success of Town.

Mayor sixth request motion to adjourn. Councilperson Weidner motioned to adjourn,

Councilperson Blake seconded, meeting adjourned.

### **ADJOURNMENT**

A motion was made to adjourn, the motion received a Second. All in favor to adjourn. The time was 5:57 pm.