

TOWN OF SNOW HILL, MARYLAND

Life on the River

TOWN MEETING

NOVEMBER 10, 2015

A Regular Meeting of the Mayor and Town Council of Snow Hill, Maryland was held at the Train Station at 200 Belt Street on Tuesday, November 10, 2015 with Mayor John C. Dorman presiding and was called to order at 7:00pm.

PUBLIC OFFICIALS PRESENT

Mayor John C. Dorman; Councilwoman Alison Cook; Councilwoman Jenny Hall; and Councilman Michael Pruitt.

STAFF IN ATTENDANCE

Kelly Pruitt, Town Manager; Trish Goodsell, Asst. to the Town Manager; Randy Barfield, Public Works Director; Jason Self, WWTP Superintendent; Cynthia Byrd, Executive Director, Julia Purnell Museum; and James Pilchard, Chief of Police

SALUTE TO THE FLAG / INVOCATION

The Pledge of Allegiance was recited, followed by the invocation by Pastor Franklin of Collins Temple in Snow Hill.

AUDIT PRESENTATION

Leslie Michalik with PKS & Co. auditing firm presented the annual audit for year ending June 30, 2015. The General Fund had a decrease by \$217,000, leaving a fund balance of \$784,588, equaling 3 months of operating expenses. The Water and Sewer Fund had a decrease by \$477,000, leaving an available fund balance of \$2,265,000. The town is in good financial position.

MEETING MINUTES

A motion was given to approve the Town Meeting minutes for October 2015 by Councilwoman Cook and was seconded by Councilwoman Hall. A roll call vote was taken and the motion was carried. The results of the vote were: 3 in favor; 0 opposed.

FINANCIAL REPORT

A motion was given to approve the October 2015 Financial Report by Councilman Pruitt and was seconded by Councilwoman Cook. A roll call vote was taken and the motion was carried. The results of the vote were: 3 in favor; 0 opposed.

TOWN MANAGER REPORT

No questions or comments.

ECONOMIC DEVELOPMENT REPORT

No questions or comments.

PUBLIC WORKS REPORT

Councilman Pruitt requested an update on the Martin Street sewer project. Mr. Barfield advised that it is approximately 40% completed. The only problems experienced were gas lines, which slightly delayed the project.

Mayor Dorman advised that the conduit on N. Washington Street that is covered with traffic cones is for streetlights that will be installed. The project was intended to be completed prior to the holidays; however, the manufacturer lost the order and they will not be shipped until after Christmas.

WWTP REPORT No questions or comments.

PLANNING & ZONING REPORT No questions or comments.

MUSEUM REPORT

Dr. Byrd encouraged everyone to attend the Victorian Christmas event scheduled for Saturday, December 5, 2015 from 10am – 4pm. There will be a toy exhibit that shows toys throughout history to modern day. Traditional holiday food will be served and admission is free.

Councilman Pruitt and Councilwoman Hall commended Dr. Byrd on Fiber Fest, stating there was good attendance and vendors.

FIRE / EMS REPORT No comments or questions.

POLICE REPORT

Chief Pilchard reported that the agency was present for Trick or Treat on Halloween, Track or Treat at the Rec Center and the Snow Hill High School homecoming. There were no reported incidents.

Daniel Downes was hired as a full time police officer. He comes from the Easton Police Department and is a veteran of the Marine Corp. Officer Downes currently resides in Snow Hill.

Chief Pilchard advised that crime mapping is currently being worked on for the agency use.

The Council commented that they like having the vehicle presence on Coulbourne Lane, as they feel it has helped deter speeding.

Councilman Pruitt asked if the 567 premise checks are routine or unscheduled. Chief Pilchard advised that they are a combination of routine checks and citizen requests.

Councilwoman Cook asked if there was a percentage record that showed warnings versus citations for traffic stops. Chief Pilchard advised that it is approximately 50% of each.

OLD BUSINESS

1. Ordinance No. 2015-11 Solid Waste

This Ordinance repeals Chapter 155 and adopts a newly-drafted Chapter 155 that establishes standards and requirements for solid waste management and recycling operations; establishes guidelines for rollout carts; providing enforcement of the requirements; and imposing penalties for failure to comply. Each residence will be provided a new rollout cart

and will be assessed a \$5.00 fee per quarter. A Q&A sheet will be posted to the Town website and a mailing will be distributed to residents about the roll carts and collection policy. Carts should be distributed in January 2016.

A motion to adopt the Ordinance was given by Councilman Pruitt and seconded by Councilwoman Hall. A roll call vote was taken and the Ordinance was adopted. The results of the vote were: 3 in favor; 0 opposed.

2. Ordinance No. 2015-08 Solid Waste Fees

This Ordinance amends Chapter 131 "Penalties, Fees, Fines and Other Charges", establishing fees for trash roll carts for residential and light commercial, as well as bulk trash collection.

Councilman Pruitt commented that he would still like to see a way in the future to review the fee and determine if it can be removed or reduced.

A motion to adopt the Ordinance was given by Councilwoman Cook and seconded by Councilwoman Hall. A roll call vote was taken and the Ordinance was adopted. The results of the vote were: 3 in favor; 0 opposed.

NEW BUSINESS

1. Opera House Roof repair

Three estimates were obtained to finalize the roof repair the Opera House. Peninsula Roofing was recommended at \$71,800.

A motion to approve contracting with Peninsula Roofing for the roof repair was given by Councilman Pruitt and seconded by Councilwoman Cook. A roll call vote was taken and contract was approved. The results of the vote were: 3 in favor; 0 opposed.

2. Town Website

Trish Goodsell advised that two new sections were added to the Town website: Ethics Commission and Political Mapping. The section on the Ethics Commission provides information on Commission members; an Ethics Complaint form; and regulations for ethics complaints. Mrs. Goodsell worked with Edward Lee on the Political Mapping section, which provides information on elected officials, Boards and Commission members and terms; and election results.

3. Ethics Commission

Eric Mullins has agreed to serve on the Ethics Commission to fill a vacancy beginning December 1, 2015.

A motion was given by Councilwoman Cook to appoint Eric Mullins to the Ethics Commission and seconded by Councilwoman Hall. A roll call vote was taken and the appointment was approved. The results of the vote were: 3 in favor; 0 opposed.

