

TOWN OF SNOW HILL, MARYLAND
Life on the River

TOWN MEETING

APRIL 10, 2018

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, April 10, 2018 with Mayor John Dorman presiding and was called to order at 7:00pm.

PUBLIC OFFICIALS PRESENT

Mayor John Dorman
Councilwoman Alison Cook
Councilwoman Latoya Purnell
Councilwoman Jenny Hall

STAFF IN ATTENDANCE

Kelly Pruitt, Town Manager
Trish Goodsell, Asst. to the Town Manager
Lounell Hamstead, Finance Manager
Jon Hill, Code Enforcement Officer
Michael Day, Economic Development Coordinator
Randy Barfield, Public Works Director
Joe Fuchsluger, Water Superintendent
John Holloway, EMS Supervisor
Cindy Byrd, Museum Director
Tom Davis, Chief of Police

SALUTE TO THE FLAG / INVOCATION

Mayor Dorman called the meeting to order. The Pledge of Allegiance was recited, followed by an invocation from Councilwoman Purnell.

WILLIAM MCDERMOTT

Interim State's Attorney William McDermott was present with Michael Farlow and advised they are visiting all Mayor and Council meetings to inform residents of changes in the offices and to address any community concerns. Mr. McDermott announced that Mr. Farlow is back in the State's Attorney's office. He added an update on a case regarding resident Amanda Zulinski, , advising she has been sent back to prison for new charges.

Mayor Dorman asked for an update on the investigation of James Showell's death. Mr. McDermott reported that a comprehensive investigation was done by combined agencies and the conclusion showed ethanol in the body. Interviews provided information that Mr. Showell was prone to wander and has a history of substance abuse. The cause of death remains accidental and no signs of foul play were found. He encouraged anyone who had any other information to contact his office or a police agency.

AUDIT REPORT FY17

Roy Geiser, partner with TGM Group presented the annual audit for FY17. He explained the contents of the report and some highlights were: the General Fund net position was a total of \$21,308,259, of that \$18,000,000 is capital assets, leaving approximately \$2,600,000 unrestricted; activity showed a loss of \$496,036; the General Fund surplus has approximately 4 months of operating expense funding available; and Water and Sewer Fund net position was a loss of \$423,195, mostly due to the depreciation cost. Mr. Geiser showed that the cost of employee's pension, in a future projection, would be \$1,300,000.

The recommendations/findings were: separation of duties, which is not ideal with the number of staff members, adding that 9 out of 10 towns this small have this issue; timely and accurate reporting; and account reconciliation. Their recommendations were: to hire an outside consultant to assist with account reconciliation and reporting, as well as training and procedures. Laurie Harper with Faw Casson was present, whose firm has been hired to provide this service to the town. Resident Carolyn Brown questioned if this would be an additional cost, in which Mayor Dorman advised it would be additional to the current auditor's costs.

MEETING MINUTES

A motion was given to approve the Town Meeting minutes for March 2018 by Councilwoman Cook and was seconded by Councilwoman Purnell. A roll call vote was taken, and the motion was carried. The results of the vote were: 3 in favor; 0 opposed.

FINANCIAL REPORT

The Financial report for March 2018 was presented for review. A motion was given to approve the Finance Report for March 2018 by Councilwoman Purnell 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

Mr. Day advised the Fifth Friday event was successful and thanked Public Works for their assistance. He added that a grant was secured by Ann Gibb, Grants Administrator to update the town website. Staff has applied for a .gov designation, which should take a couple of months for approval. The cost would be \$400 per year.

The Food Truck will be back this year but will be present on Thursdays with the Farmers Market. This will begin on May 3rd.

CODE ENFORCEMENT REPORT

Michael Day thanked Jon Hill for his assistance in the acquisition of the Purnell House for mental health providers.

PUBLIC WORKS REPORT

No questions or comments.

WWTP REPORT

Mr. Barfield introduced Joe Fuchsluger as the new Water Superintendent.

MUSEUM REPORT

Dr. Byrd advised staff is currently working on the cultural heritage book and they have had several people come forward with stories and photos.

Councilwoman Hall questioned how planning for the Folk Festival in Salisbury was going. Dr. Byrd advised it was going well and Snow Hill would have a good presence there.

FIRE / EMS REPORT

John Holloway reported the agency had their MIMS inspection and have been recertified for two years. They are also in the process of updating their pediatric systems on the ambulances and should have completion by May 2018.

POLICE REPORT

No questions or comments.

OLD BUSINESS

No old business.

NEW BUSINESS

1. Ordinance No. 2018-02 Secondary Water Meters

Mrs. Goodsell read the Ordinance into record. This Ordinance will amend Chapter 193 “Water and Sewers”, Section 193-22 “Use of Meters” to allow customers to purchase secondary water meters to not be billed for sewage usage on that meter. It addresses two types offered: a permanent radio read meter, such as the meters installed for irrigation systems, or an outside water meter that connects to the garden hose. This meter must be purchased through the town, at an estimated cost of \$80-\$105. This is an introduction and the Ordinance will be presented for adoption at the next town meeting.

Melissa Weidner questioned what the saving is when using the hose meter. Mrs. Pruitt based an estimate on her bill, which uses 25,000-30,000 gallons for gardening and reducing the sewer by that amount.

2. Ordinance No. 2018-03 Trash Carts and Water/Sewer Rates

Mrs. Goodsell read the Ordinance into record. This Ordinance will amend Chapter 131 to amend fees related to trash roll carts and water and sewer rates. The water and sewer rates will be increased over a three-year period reflecting the minimum gallonage changed from 7,000 to 6,000 and an increase in both water and sewer rates. Secondary water meters that attached to the garden hose will have a fee of \$5.00 per quarter and permanent radio read meters will not have a fee. Trash roll cart fees will increase from \$5.00 per quarter to \$20.00 per quarter. This is an introduction and the Ordinance will be presented for adoption at the next town meeting.

Mayor Dorman explained that the costs to run the new plant continue to increase and the requirements of the State is that the plant pays for itself. This is the reasoning behind having to raise water and sewer rates. Additionally, the town had to purchase a new street sweeper at a cost of \$250,000 and the cost of tipping fees at the dump increasing led to the increase for trash cart fees.

3. Ordinance No. 2018-04 Annual Budget FY18-19

Mrs. Goodsell read the Ordinance into record. This Ordinance adopts the budget for fiscal year 2018-2019. There will not be an increase in taxes this year. A copy of the proposed budget was attached for review. This is an introduction and the Ordinance will be presented for adoption at the next town meeting.

Mayor Dorman added that Snow Hill is not the highest in property taxes; Pocomoke City is higher.

4. Christmas Decorations Removal

Resident and business owner Melissa Weidner was present to address the concern of holiday lights not being taken down in the downtown area. She stated that her business neighbor has not removed their lights from the side of the building on N. Washington Street, adding that recent wind storms caused lights to blow into the street and sidewalk areas. She suggested an Ordinance that requires people to remove decorations no later than February 1st or face penalties. Mayor Dorman advised he will discuss this matter at a work session with the Council.

5. Downtown Parking

Ms. Weidner added that there is an issue with business owners, employees, and Public Defender staff parking along Green and Washington Streets, which does not provide customers with space to park and shop. Chief Davis advised he mailed letters to all business owners and County employees advising of the parking issues. He added that his officers have begun writing warnings and citations. Councilwoman Hall questioned signage but there are already parking signs present.

COMMENTS FROM THE MAYOR

Mayor Dorman reported that he attended a meeting of the Drug and Alcohol Taskforce where several businesses were recognized. He added he was proud to see our businesses not providing alcohol or tobacco to minors. He will also be attending the Drug and Alcohol Abuse Council meeting with Chief Davis next Tuesday.

Some events coming up are:

- Fire Department Annual Banquet – April 14th
- Paint Snow Hill – next week
- Rotary Teacher of the Year Dinner – April 26th
- Town Spring Clean Up Day – April 30th
- Opioid Awareness Event, Byrd Park – May 26th

COMMENTS FROM THE COUNCIL

No comments.

COMMENTS FROM THE AUDIENCE

1. Resident Richard Mitchell stated he appreciated the lights in Byrd Park being fixed.
2. Resident Carolyn Brown asked if the additional brown trash carts are being billed. These carts are not billed, as the only one billed is the cart provided by the town. Mrs. Pruitt added that every resident must have a green cart but can add others that are compatible with the trash truck system. Resident George Waters asked if you must pay for the roll carts if you don't use them, in which the answer was yes.
3. Resident Sylvester Bratten stated that when a death occurred on Purnell Street the officer on duty had to be at the house and traffic was a serious problem. He questioned Chief Davis what residents should do in that case and if 2 officers should be on duty. Chief Davis advised they should call the Sheriff's Dept in those cases. Councilwoman Purnell stated she assisted with traffic control and wondered why the Sheriff's Dept was not present. Councilwoman Hall stated she agrees we need more officers and they are working on the budget now to hire another officer.
4. William McDermott applauded the Town for hiring Laurie Harper, adding that she is exceptional at her work.
5. Carolyn Brown asked that street repair be in the budget. The Council advised this is their high priority and are reviewing quotes at this time. Mayor Dorman advised they have asked the County to assist in the cost to repair Coulbourne Lane, so Town funds can focus on other needed streets.

Mayor Dorman called for a motion to enter Executive Closed Session to discuss property. Councilwoman Cook gave a motion to enter closed session, which was seconded by Councilwoman Purnell. A roll call vote was taken, and the motion was carried.

CLOSED SESSION SUMMARY

Following a motion by Councilwoman Cook, seconded by Councilwoman Purnell, the Council voted to meet in closed session at 8:00pm at the Train Station to discuss property, as permitted under the provisions of the State Government Article of the Annotated Code of Maryland. Topics discussed, and actions taken included: Property – will schedule a meeting for future discussion.

ADJOURNMENT

Mayor Dorman left Executive Closed Session and re-entered into open session. With no further discussion, the meeting was adjourned at 8:39pm.

Respectfully submitted,
Trish Goodsell, Asst. to Town Manager