

**TOWN OF SNOW HILL, MARYLAND**  
*Life on the River*

TOWN MEETING

FEBRUARY 12, 2019

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, February 12, 2019 with Mayor Steve Mathews presiding and was called to order at 7:00pm.

**PUBLIC OFFICIALS PRESENT**

Mayor Steve Mathews  
Councilwoman LaToya Purnell  
Councilwoman Jenny Hall  
Councilwoman Alison Gadoua

**STAFF IN ATTENDANCE**

Trish Goodsell, Asst. to the Town Manager  
Lounell Hamstead, Finance Manager  
Jon Hill, Code Enforcement Officer  
Jordy Kuczak, Economic Development/Events Coordinator  
Randy Barfield, Public Works Director  
Russ Harrison, WWTP Superintendent  
Cindy Byrd, Museum Director  
Edward Schreier, Interim Chief of Police

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**SALUTE TO THE FLAG / INVOCATION**

Mayor Mathews called the meeting to order. The Pledge of Allegiance was recited, followed by an invocation led by Randy Barfield.

**OPENING COMMENTS**

Mayor Mathews welcomed everyone to the meeting.

**PROCLAMATION**

Mayor Mathews announced that the Black History Month Proclamation in the packet was proclaimed on February 1, 2019.

**ANNUAL AUDIT FY2018**

Roy Geiser with TGM Group presented the audit to the Mayor and Town Council. He gave a brief summary of their findings that included:

- Town's net position combined is \$21.2 million, with \$18.3 million in assets; \$74,000 restricted in loans; and \$2.7 million unrestricted funds.
- Government funds are \$1.1 million which equals 4 months of operating funds

- Water/Sewer fund shows operating loss of \$384,000, which means the plant costs more to operate than what is being charged to residents.
- Cash flow shows \$182,380, which is a decrease compared to \$202,065
- Capital assets total \$3.2 million net, with \$362,000 in new assets. The asset base grew after depreciation by \$102,000.
- No new debt was acquired; current debt continues to be paid down
- Budget to Actual in General Fund - \$151,092 in surplus
- Budget to Actual in Water - \$27,913 over budget; Sewer - \$56,000 under budget; totals \$30,000 under budget

Resident Richard Mitchell asked if the segregation of duties has been resolved. Mayor Mathews explained that without a significant increase in revenue that allowed additional staff this issue will always be common for most small towns, to which Mr. Geiser agreed.

Resident Fred Schultz questioned the \$300,000 debt in W/S. Mr. Geiser explained this was due to the cost of running the plant exceeding the revenue. Mayor Mathews added that in order for the current costs to balance, water and sewer rates would have to increase by \$400 per household. Mr. Schultz questioned if the town should increase the fees for the septage and leachate haulers, to which Mayor Mathews advised that their income helps to offset current costs.

Mr. Schultz questioned the trash cart fees and why some people have carts that are not town-issued. Randy Barfield, Public Works Director responded that the town has allowed residents to have additional carts at no cost if they are compatible with the trash truck. He stated that by doing this they essentially get their trash collected for free, until the Council determines if they wish to change the policy.

## **MEETING MINUTES**

A motion was given to approve the Town Meeting minutes for January 2019 by Councilwoman Hall 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**

Mayor Mathews commented that the report has a new format which includes accounts payable information.

A motion was given to approve the Finance Report for January 2019 by Councilwoman Purnell and was seconded by Councilwoman Gadoua. 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**

In Mrs. Pruitt's absence, there were no questions or comments.

## **ECONOMIC DEVELOPMENT REPORT**

Mrs. Kuczak advised that she has provided a survey at tonight's meeting for people to give opinions on the branding for the Town. It can be completed tonight or done online before tomorrow's deadline. Resident Carolyn Brown questioned the cost of hiring the marketing company, which was \$2650.00. Mrs.

Kuczak explained this was funded by a grant the Town received to be used for the upgrade to the town website and rebranding the town. Mrs. Brown added that her response to one of the survey questions would be people won't return to Snow Hill if their car hit a pothole and became out of line. Trish Goodsell, Assistant Town Manager responded that the town is currently working on an income survey to try to qualify the town for grant funding to be used in certain areas for paving.

Mrs. Brown questioned how citizens are informed if they do not have online access. Mayor Mathews asked Mrs. Kuczak to check into mailing information, to which Councilwoman Purnell added that mailings are very costly to the town.

Richard Mitchell questioned why the consideration of hiring a marketing company wasn't discussed with the citizens prior to entering an agreement. Mrs. Kuczak stated she would work to better keep people "in the loop".

### **CODE ENFORCEMENT REPORT**

Mr. Hill advised that the Historic District Commission met on February 7<sup>th</sup> and approved the window replacement for Toy Town.

He reported that 5 homes have been demolished and he just issued condemnation notices to 208 E Martin, 111 Purnell, and 106 Purnell Streets. They have 90-days from January 29<sup>th</sup> to take action.

Resident Gary King questioned the Town's process on demolition. Mr. Hill advised that the recent demolitions were paid by the property owners. When owners are deceased or refuse to take action, the town will demolish the structure and bill the owner. If this is unpaid, it will result in a lien on the property and taken to tax sale. If the town recovers the property at tax sale, they can sell it to recoup costs.

Resident Fran Price suggested getting rid of problem properties in an "as-is" state with an agreement the new owner must comply with demolition or renovation.

Mr. Schultz thanked Mr. Hill for being active on getting houses taken down.

Mr. Schultz requested the street sweeper be used to clean Evergreen Terrace. Mr. Barfield said he would make sure it was but residents need to stop blowing leaves and grass in the streets. Mayor Mathews stated the town has an Ordinance the states you will be issued a violation if doing this. Mr. Hill advised he has to see the person actually doing the act in order to cite them. Mayor Mathews requested Mrs. Goodsell put this issue on the next work session.

### **PUBLIC WORKS REPORT**

No questions or comments.

### **WWTP REPORT**

No questions or comments.

## **MUSEUM REPORT**

Dr. Byrd reported that they are working with someone on the history of baseball legend Judy Johnson and hope to install a monument in his honor at the library. Mrs. Goodsell advised the Mayor and Council that Mr. Sullivan will be at the next work session to discuss this matter.

Dr. Byrd reported that the museum will have a scavenger hunt as part of the town's Easter event on April 13, 2019.

## **POLICE REPORT**

Mayor Mathews introduced the interim police chief, Lt. Edward Schreier with the Worcester County Sheriff's Department.

Mrs. Brown questioned how they can make contact with a live person when calling the police station instead of getting recordings for voice mail. Lt. Schreier advised he is becoming more familiar with the phone system and will look into it, but advised that calling 410-632-2444 will connect you to Emergency Services and a live person. Mayor Mathews added that Mrs. Pruitt is looking into this matter and is trying to get the phone system back like it was years ago.

## **OLD BUSINESS**

No questions or comments.

## **NEW BUSINESS**

No questions or comments.

## **COMMENTS FROM THE COUNCIL**

1. Councilwoman Hall asked Mr. Barfield when the Spring Town Cleanup Day will be. Mr. Barfield advised he will schedule it for Monday, April 1, 2019.
2. Councilwoman Purnell wanted to go on record as squashing current rumors that she no longer lives in her district. She advised that she still lives in the Western District and has not moved.  
  
She added that she feels that the terms of office should be increased back to four years and Council needs to look at this issue.
3. Councilwoman Gadoua reported that a company approached her, advising that she may qualify for a new roof and only have to pay her homeowners insurance deductible. She found that she does have the required coverage, which is full replacement cost coverage for wind damage, not associated with a named storm. She is now getting a new roof for minimal cost and is willing to share the company information to anyone who contacts her.

## **COMMENTS FROM THE MAYOR**

Mayor Mathews advised that with the Election approaching there have been requests for information made to Town Hall. He stated that anything outside of personnel or active police investigations are public

record, but he requested that a formal request for information be submitted to Town Hall. Anyone wishing to have hard copies of documents must pay \$0.25 a page; however, if you have e-mail and the item can be electronically sent there is no fee.

### **COMMENTS FROM THE AUDIENCE**

1. Fran Price questioned what needed to be done to entice Mayor Mathews to run for office. He responded that he will not be filing to run.
2. Gary King questioned if the salary increases for Mayor and Council, which he supports, would be discussed. Mayor Mathews advised he will be discussing the amount at the next work session and will introduce an Ordinance in March for adoption. If it is adopted, it will go to referendum and be a question on the May ballot.
3. Gary King questioned the process needed to change how the government currently works. Mayor Mathews advised the only change he made was firing of department heads, which now requires the majority vote of Town Council. He added there is a misperception on the powers of the Mayor and Town Council.
4. Gregory Waters stated he was told he was still serving on the Board of Zoning Appeals and Mr. Hill stated he was taken off because he said he no longer wanted to serve. Mr. Waters stated he felt he was not included in meetings but would still like to serve.

A motion was given by Councilwoman Gadoua to reappoint Mr. Waters to the BZA, which 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.

### **ADJOURNMENT**

A motion was given to adjourn the meeting by Councilwoman Purnell.

With no further discussion, the meeting was adjourned at 8:02pm.

Respectfully submitted,  
Trish Goodsell, Assistant Town Manager