



Mayor and Council of Snow Hill
103 Bank Street, Snow Hill, Maryland 21863
410-632-2080 Phone 410-632-2858 Fax
www.snowhillmd.com

DRAFT

MAYOR AND COUNCIL MEETING

**TUESDAY, NOVEMBER 14, 2017
7PM**

**TRAIN STATION
200 BELT STREET
SNOW HILL, MARYLAND 21863**

**John C. Dorman
Mayor**

**Alison Cook
Eastern District
Council**

**Latoya Purnell
Western District
Council**

**Jenny Hall
Central District
Council**

**Kelly Pruitt
Town Manager**

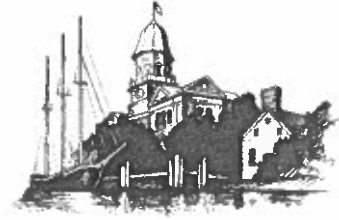
Comments or questions by audience members will only be heard during the Open Discussion segment of the meeting. If a specific concern or topic would like to be discussed, parties may submit a request with the nature of their concern to the Town Manager no later than the first Tuesday of the month. All requests will be reviewed by the Mayor and Council and parties will be notified if their requests are approved or denied.

Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language; disrespectful or discourteous communication with the Mayor and/or Council members; or other acts that disturb, disrupt, or impede the orderly conduct of the Town Council meeting. A member of the audience engaging in such conduct shall, at the discretion of the Mayor or a majority of the Council Members, be subject to removal from that meeting.

Part of the meeting may be closed to the public in accordance with Open Meetings Act procedures.



**Mayor and Town Council Meeting
Agenda – November 14, 2017 7:00pm**



- 1. Salute to the Flag / Invocation – Councilwoman Latoya Purnell**
- 2. Delegate Citation – Julia A. Purnell Museum – read by Mayor Dorman**
- 3. Approval of Minutes**
- 4. Finance Report**
- 5. Town Manager Report**
- 6. Economic Development Report**
- 7. Code Enforcement Report**
- 8. Public Works Report**
- 9. Water & Wastewater Report**
- 10. Museum Report**
- 11. Fire Department Report**
- 12. Police Department Report**
- 13. Old Business**
- 14. New Business**
 - Reappointment of Greg Waters – Board of Zoning Appeals**
- 15. Comments from the Mayor**
- 16. Comments from the Council**
- 17. Comments from the Public**
- 18. Adjournment**

Part of the meeting may be closed to the public in accordance with Open Meetings Act procedures. **This agenda may be subject to change.**

The Maryland General Assembly



Official Citation

Be it hereby known to all that
sincerest congratulations
are offered to

The Julia A. Purnell Museum

in recognition of

*the celebration of the Museum's 75th Anniversary.
The dedication of the Museum's staff to preserve the
history and accomplishments of Worcester County,
and Julia A. Purnell is a true gift.*

Presented on this 28th day of October 2017
by the Worcester County House Delegation

Mary Beth Carozza

Mary Beth Carozza
House Chair

Charles J. Otto

Charles J. Otto



TOWN OF SNOW HILL, MARYLAND
Life on the River

TOWN MEETING

OCTOBER 10, 2017

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, October 10, 2017 with Mayor John Dorman presiding and was called to order at 7:00pm.

PUBLIC OFFICIALS PRESENT

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

STAFF IN ATTENDANCE

Kelly Pruitt, Town Manager; Trish Goodsell, Asst. to the Town Manager; Jon Hill, Code Enforcement Officer; Michael Day, Economic Development; Cindy Byrd, Museum Director; Jason Self, WWTP; Randy Barfield, Public Works; and Chief Tom Davis, Snow Hill Police Department

SALUTE TO THE FLAG / INVOCATION

The Pledge of Allegiance was recited, followed by an invocation from Trish Goodsell.

PROCLAMATIONS

Proclamations for Breast Cancer Awareness Month and Domestic Violence Awareness Month were read into record by Trish Goodsell. Fact sheets on each topic were included in the meeting packets.

MEETING MINUTES

A motion was given to approve the Town Meeting minutes for September 2017 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. No work sessions were held since the last town meeting.

FINANCIAL REPORT

A motion was given to approve the September 2017 Financial Report 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.

TOWN MANAGER REPORT

Mrs. Pruitt highlighted the Town Wide Clean Up Day scheduled for Monday, September 23, 2017. This service is free to all residents.

CODE ENFORCEMENT REPORT

No questions or comments.

ECONOMIC DEVELOPMENT REPORT

Mr. Day reported that 13 scarecrows were displayed this week for the downtown contest.

Ride to Sturgis was a success, bringing 1200 bikers to town.

DHCD granted Snow Hill \$10,000 for a technical assistance grant.

PUBLIC WORKS REPORT

Mr. Barfield added that tires and hazardous materials cannot be collected on the Clean Up Day. Worcester County will hold a day for these items. He will call for information and let the Mayor and Council know the date.

WWTP REPORT

No questions or comments.

MUSEUM REPORT

Dr. Byrd reported the FiberFest was a success, with 300-400 guests this year. She thanked Mr. Barfield for his assistance.

The Museum was awarded a grant from the OC/Berlin Optimist Club that will be used to publish a children's book.

Julia Purnell's birthday party is October 28th. Cake will be served and admission is free.

The Museum will celebrate their 75th anniversary this fiscal year, with 60 years at the current location. Dr. Byrd is researching to see if the museum is the oldest on the Eastern Shore.

FIRE / EMS REPORT

Mr. Holloway was away on vacation. No questions or comments.

POLICE REPORT

Chief Davis advised that Seagull Century is this coming weekend, with over 5500 Pedi-cyclists traveling through Snow Hill. He asked that Mrs. Goodsell post an alert on Facebook advising of heavy traffic in the area.

The Homecoming Parade has been cancelled, as the school will be hosting a regional athletic event.

Chief Davis advised that he wrote a lengthy response to a Red Speed camera complaint. Mayor Dorman requested he contact the company again to request the box be moved further back.

Councilwoman Cook asked for an update on recent vehicle burglaries. Chief Davis responded that they are making progress and will have positive results soon. He added that citizens need to keep their car doors locked and remove valuables.

Mayor Dorman requested an update on the death investigation of James Showell. Chief Davis will contact CBI and report back.

OLD BUSINESS

No questions or comments.

NEW BUSINESS

No questions or comments.

COMMENTS FROM THE MAYOR

Mayor Dorman reminded everyone of several upcoming events:

- Oktoberfest – October 21st
- Mt. Zion Harvest Festival – October 14th free food and fellowship
- Halloween Trick or Treating – October 31st dusk to 8pm
- Next work session will be changed due to Halloween (meeting date will be posted) and Town Meeting November 14 7pm

Mayor Dorman will be attending the following meetings:

- Meeting to discuss the railroad on October 17th in Federalsburg
- Opioid meeting October 24th
- Economic Development October 27th with Kelly Pruitt

COMMENTS FROM THE COUNCIL

Councilwoman Purnell reported that the Car Show went well on Saturday. While serving as a judge, she received a few complaints by those wishing to have more food vendors on site.

COMMENTS FROM THE AUDIENCE

No questions or comments.

ADJOURNMENT

With no further discussion, Mayor Dorman adjourned the meeting at 7:28pm

Respectfully submitted: Trish Goodsell, Asst. to Town Manager

TOWN OF SNOW HILL, MARYLAND
Life on the River

WORK SESSION

OCTOBER 30, 2017

On Tuesday, October 30, 2017 the Town Council convened in a work session at 4:30pm at the Train Station on Belt Street, Snow Hill, Maryland.

PUBLIC OFFICIALS PRESENT

Mayor John Dorman; Councilwoman Alison Cook; Councilwoman Jenny Hall; and Councilwoman Latoya Purnell.

STAFF IN ATTENDANCE

Kelly Pruitt, Town Manager; Trish Goodsell, Asst. to the Town Manager; Jon Hill, Code Enforcement

ADULT ENTERTAINMENT

Attorney Michael Farlow was present with his client, Annette Tarr to discuss her home-party business. Mr. Farlow advised that Mrs. Tarr received a notice from the Town regarding her business and thanked the Mayor and Council for addressing their concerns thus far. Mr. Farlow stated they had one area of concern they wished to address, which was whether Mrs. Tarr could rent spaces downtown for closed parties and selling in an open forum where she would only display non-adult-oriented products, such as lotions, etc.

Councilwoman Cook stated she has no problem with private parties and stated that if discretion is used in open forum, she approves. Councilwoman Hall and Councilwoman Purnell agreed with their fellow Council member, adding an assurance that children won't see certain products.

Mayor Dorman questioned having the catalogs on the tables and Mrs. Tarr stated she will keep the catalogs separate and will distribute only to adults.

Mayor Dorman added that he and the Council are addressing the Town Code regarding brick and mortar establishments and how they will be regulating them. Mr. Farlow stated that Mrs. Tarr's business contract does not allow her storefront business.

BUDGET AMENDMENT

Kelly Pruitt, Town Manager presented a budget amendment to the Mayor and Council to move funds from one account to another. The funds that were allocated to the police department for purchase of radios will be moved to administrative for salary and insurance to advance the finance manager position from part-time to full-time. The total budget amendment is \$28,000. A motion to approve the amendment was given by Councilwoman Cook and seconded by Councilwoman Purnell. A roll call vote was taken, and the motion passed with a vote of 3 in favor and 0 opposed.

SECONDARY WATER METERS

Mrs. Pruitt advised the Council that she has been researching secondary water meters that attach to garden hoses. These meters would be installed on residential hoses to monitor water usage outdoors and can be reported so sewer charges are deducted. This would be a voluntary program that residents could elect to participate in, with either buying or leasing from the Town.

A draft Ordinance is being worked on and will be presented for review in the future. Council approved proceeding with this research.

Mayor Dorman called for a motion to enter Executive Closed Session to discuss property and personnel. 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 4:44pm at the Train Station to discuss property and personnel, as permitted under the provision of Section 3-305 of the State Government Article of the Annotated Code of Maryland. Topics discussed, and actions taken included:

- Property acquisition - discussion only
- Personnel – discussion; will continue in the future

Mayor Dorman left Executive Closed Session and re-entered into open session.

ADJOURNMENT

With no further discussion, the meeting was adjourned at 6:20pm.

Respectfully submitted,
Trish Goodsell, Asst. to Town Manager

TOWN OF SNOW HILL, MARYLAND
Life on the River

WORK SESSION

NOVEMBER 7, 2017

On Tuesday, November 7, 2017 the Town Council convened in a work session at 4:30pm at the Train Station on Belt Street, Snow Hill, Maryland.

PUBLIC OFFICIALS PRESENT

Mayor John Dorman; Councilwoman Alison Cook; Councilwoman Jenny Hall; and Councilwoman Latoya Purnell.

STAFF IN ATTENDANCE

Kelly Pruitt, Town Manager; Trish Goodsell, Asst. to the Town Manager; Jon Hill, Code Enforcement

ADULT ENTERTAINMENT

Jon Hill, Code Enforcement Officer advised that home parties will not be addressed in the Town Code, per the request of the Mayor and Council. The Ordinance that is being drafted will address brick and mortar establishments. Mr. Hill commented that the Planning Commission only wants this type of business on the highway commercial district.

Mr. Hill recommended adopting the County's current standards for adult oriented businesses and provided the Mayor and Council will some draft copies of prospective Ordinance language.

Mayor Dorman stated that he is fine with adopting the County's standards and agrees with the approval limited to highway commercial districts by special exception.

Kelly Pruitt, Town Manager advised that staff will finalize the draft Ordinance so that Mr. Hill can take it to the Planning Commission for review and comment. Once it has been returned, the town will schedule a public hearing for comment and discussion.

JUDY JOHNSON

Councilwoman Purnell received an email from Newt Weaver, following up on Judy Johnson and provided information on where he was born. His information stated that Mr. Johnson was born in Snow Hill, Maryland.

Mayor Dorman will contact Harold Higgins to discuss the possibility of installing a memorial at the baseball fields. Mrs. Pruitt stated that more information will be needed on the type of memorial so that the location can be determined.

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

CLOSED SESSION SUMMARY

Following a motion by Councilwoman Purnell, seconded by Councilwoman Hall, the Council voted to meet in closed session at 4:53pm at the Train Station to discuss property and personnel, as permitted under the provision of Section 3-305 of the State Government Article of the Annotated Code of Maryland. Topics discussed, and actions taken included:

- Property acquisition – will consult with the Town Attorney
- Personnel – will gather additional information for future discussion

Mayor Dorman left Executive Closed Session and re-entered into open session.

ADJOURNMENT

With no further discussion, the meeting was adjourned at 5:23pm.

Respectfully submitted,
Trish Goodsell, Asst. to Town Manager

Financial Report -November 14th, 2017

Prepared by Lounell Hamstead, Finance Manager

Banking Information

		October-17
Taylor Bank - General Fund	\$	1,833,821.98
Taylor Bank - Savings Fund	* \$	659,005.85
PNC Bank - Investment Acct. MGLIP	\$	1,822,111.40
First Shore Federal - CD	\$	136,362.27
2012 Series A Project debt	\$	247,803.27
Employee HRA	\$	16,624.00
Total in Bank Amount	\$	4,715,728.77

*HUD LOAN ACCOUNT

\$ 46,774.09

Collected Accounts Receivable-October 2017**Utility/Administrative Receivables:**

Personal Property 2017	\$	40,576.46
Water/Sewer Charges	\$	60,233.97
Septage/Leachate	\$	38,255.00

Planning/Zoning Receivables:

Permits	\$	140.00
Hud Loan	\$	1,747.46
Business License	\$	15.73

County Funding Receivables:

Real Estate Tax	\$	90,756.05
Room Tax	\$	1,897.96
Local Tax	\$	2,097.36
Highway User Fees	\$	2,749.85
Recycle Rebate	\$	1,458.71
A & A Taxes	\$	1,233.59

Misc. Receivables:

Fire Dept. Salary Reimbursement	\$	66,451.73
Refund Md Industrial-PW	\$	166.96
Police Fees	\$	235.00
Redspeed	\$	16,531.47
Reconnect Fee	\$	75.00
Misc Postage	\$	1.84
Tower Rent-Bloosurf	\$	225.00
Bulk Trash Fee	\$	25.00
Scarecrow Stroll	\$	75.00
Parks, FH, Train Rentals	\$	400.00

Grants:

Ocean City/ Berlin Optimist Grant	\$	4,000.00
Highway User Tranp Grant 18	\$	67,836.69
1st qtr Police Protection Grant	\$	7,173.50

Total Accounts Receivable:**\$ 404,359.33**

As of October 2017

OUTSTANDING ACCOUNTS RECEIVABLES

	OVER 30	OVER 60	OVER 90
HUD LOANS	\$ 446.85	\$ 409.07	\$ 1,599.39
SEPTAGE/LECHATE	\$ 2.73	\$ 2.69	\$ 110.74
LOT ASSESSMENTS	\$ 55.28	\$ 54.46	\$ 3,645.40
LANDLORD REG	\$ 64.82	\$ 63.99	\$ 4,281.61
PP TAX	\$ 1,905.75	233.74	5435.19
WATER/SEWER	\$ 9,077.11	\$ 1,750.00	\$31,564.03
TOTALS	\$ 11,105.69	\$ 2,513.95	\$ 46,636.36

As of September 2017

County Billed Real Estate Taxes

	<u>2017/18</u>	<u>2016/17</u>	<u>2015/16</u>	<u>2014/15</u>
Open Balances	\$289,553.32	\$29,935.72	\$0.86	0.85
Originally billed	\$ 890,910.20			
Total Open	\$319,491.60			



*Town of Snow Hill
103 Bank Street
Snow Hill, MD 21863*

*www.snowhillmd.com
Phone: 410-632-2080
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TOWN MANAGER REPORT
Submitted by Kelly Pruitt, Town Manager
November 14, 2017

Vacant/Blighted Properties

The Town continues to work to purchase tax liens on six (6) properties owned by Worcester County that are currently vacant/abandoned. The purpose of obtaining the liens is to further promote the Town's plan to revitalize neighborhoods through demolition of vacant/blighted properties.

Audits

The audit was conducted by the MD Department of Housing on November 8, 2017 for funding received in the amount of \$600,000 for the WWTP upgrade. I will report their results at next month's meeting.

TGM Group has begun the town's annual audit for 2016-2017. We anticipate that it will be completed by the middle of December.

Sturgis Park

Staff is working to schedule a meeting to receive input on the redevelopment of the park. This meeting will be open to the public and anyone wishing to present ideas are welcome to attend. Notices will be placed on our website (www.snowhillmd.com), our Facebook page (What's Happening in Snow Hill), and around town to advise the date and time of this meeting.

Adult Entertainment Ordinance

Staff is working with the Mayor and Council to draft an Ordinance that regulates adult entertainment facilities in town. The Ordinance will be added as part of the Town's Zoning Code.

Economic Development

Mayor Dorman and I attended a meeting on October 27th at Salisbury University. This Economic Development session was designed to bring attendees ideas to enhance the positives that already exist in our unique downtowns and communities. Speakers highlighted opportunities that are available to move ideas forward to positively impact a resurgence in the region.

Holiday Closings

Town Offices will be closed on November 23rd and 24th for the Thanksgiving holiday. Recycling collection will be held on Wednesday, November 22nd this week.

Dr. Clara Small

Dr. Small will be attending the November 28, 2017 work session at 4:30pm to provide an update to the Mayor and Council on the book she is working on for Snow Hill history. She will also attend a town meeting soon to discuss her progress with the community.

Grants

Awarded:

- Community Legacy, Commercial Building Improvement \$100,000

Submitted:

- State Aid for Police Protection

Michael Day
443-735-0957
day@snowhillmd.com

November 2017
Snow Hill

- Working with the Ward Museum's Carving Club for a "Carving Demonstration" November 18th, in the Old Firehouse
- Attended the Quarterly Tourism, Arts and Downtown Development meeting in Bethany Beach, DE.
- Met with Caroline O'Hare – National Folk Life Festival – 2018
- Met with Jessica Evans, Snow Hill Main Street
- Conference call with Pam Ruff, Maryland Economic Development Association
- Met with Maryland Art & Entertainment District, Salisbury
- Met with Bobby Cowger, Pocomoke City
- Toured Snow Hill with representatives from Frederick, MD
- Organized "Snow Hill Oktoberfest"
- Oktoberfest, Saturday, October 21st, 16 vendors
- Organized and tallied "Snow Hill Scarecrow Contest"
- Met with Joe Lachford, Main Street Milford
- Attended two meetings with Lower Shore Land Trust
- Met with Tiffany Wyatt – Wedding Planner
- Toured Castle Farm, Wedding Venue, Cedartown Road
- Met several times with Lisa Challenger, Worcester County Tourism
- Met with Tim Sherman, Small Business Development Center
- Toured Worcester County with Worcester County Department of Economic Development Showcased Snow Hill
- Attended Maryland Economic Development Association's "Resurgence of Rural Communities" Served on the panel – "Why Downtowns Matter"
- Met with new salon prospect
- Met with another restaurant prospect
- Helped with 1st Friday, November 3rd
- Met with the Executive Board of the National Folklife Festival
- Working with A. Gibb on the Annual Art & Entertainment District Report

If anyone would like to meet with me feel free to call me anytime.

Michael
443-735-0957



Code Enforcement Report Town of Snow Hill

Submitted by Jon Hill, Housing Official
Activity for Oct - through Nov 2, 2017

Permits:	Code Violations:
Building permits issued: 8	Grass/Weeds: 5
General purpose permits: 0	Bulk/Yard Waste: 1
	Stop work orders: 1
Inspections:	Municipal infractions: 0
	Zoning violations: 0
Footing/Stake Out inspections: 2	
Foundation inspections: 1	
Sheathing/Insulation inspections: 4	
Final inspections: 1	
Rental inspections: 3	
Site inspections: 29	

Historic District Commission: Meeting Held 10/26/2017

Application for Certificate of Appropriateness – Mike Labesky – Property at 203 W. Market Street – Repair and Renovation of existing porch (framing, decking, roof, and roof covering), Replace shingles with standing seam metal roof in forest green.
Status – Approved

Application for Certificate of Appropriateness – Kelly Littleton – Property at 203 S Washington Street – Install vinyl siding over wooden clapboard and wrap all trim.
Status – Approved with conditions

Application for Certificate of Appropriateness - Arthur Houghton – Property located at 305 W. Federal Street – Install a modular shed 12x16
Status – approved

Application for Certificate of Appropriateness – Worcester County Government – Location 111 Franklin Street – Install a security fence for Judges Secure Access, Steel fence, height 10’ with electronic sally port gates.
Status – Approved

Application for Certificate of Appropriateness – Jack Helgeson – Property at 109 Pearl Street – Installation of a hanging sign at a business.
Status – Approved

Planning Commission – No Meeting Held



SNOW HILL
Maryland

DEPARTMENT OF PUBLIC WORKS

MONTHLY REPORT

Public Works, Water and Wastewater

Activity: October 1 - 31, 2017

Services:

- Trash collection totaled 92.44 tons
- Recycling collection totaled 6.62 tons
- Sweeper dirt totaled 8.39 tons
- Yard waste totaled 11.12 tons
- Sewer issues corrected 0
- Water issues corrected 0
- Miss Utility locates = 47

Projects:

- Town Clean Up Day was successful, totaling 8.68 tons of recycled items

Respectfully submitted by Randy Barfield, Public Works Director

Town of Snow Hill

Water & Wastewater Report

October 2017



Water Department:

- ❖ 6.298 million gallons of water was treated with Fluoride, Chlorine, and Calciquest and distributed this month.
- ❖ 36,957 gallons of water was treated with Chlorine and supplied by a separate well to Duck Inn and McDonald's area for the month.
- ❖ 780 State appropriations permit tests were performed by Town personnel this month.
- ❖ 2 monthly Drinking Water Coliform tests were collected by Town staff and tested by our outside lab in Ocean City. All came back negative for any presence of coliform bacteria.
- ❖ Daily checks were performed on all three of our community wells and our one non-community well in the McDonald's/Duck Inn area.
- ❖ Water Department personnel spent two work days at the end of the month reading meters for the Towns billing department.
- ❖ Daily Log Books, Monthly Operating Reports and test results are available for inspection at the Wastewater Plant office.

Wastewater Department:

- ❖ 10.584 million gallons of wastewater was treated this month.
- ❖ 1050 process control and permit compliance tests were performed by Town operations staff.
- ❖ 225 permit required tests were performed by our outside lab in Ocean City.
- ❖ 0.256 million gallons of septage was received at the Wastewater Treatment Facility.
- ❖ 0.130 million gallons of leachate was received from Worcester County Landfill and Accomac County Landfill.
- ❖ All three lift stations were checked daily.
- ❖ 66 tons of sludge was dewatered and removed from the plant to the County landfill.
- ❖ All monthly preventive maintenance was performed by Town operations staff for the month.
- ❖ Daily Log Books and Monthly Operation Reports are available at the Wastewater Plant office for inspection.

Director's Report
Julia A. Purnell Museum
October 1-31, 2017
Dr. Cynthia Byrd

Events

The museum's annual Holiday Open House will take place on Sunday, December 3 with music, refreshments, a take-home craft, an antique toy exhibit, and vintage holiday decorations.

The museum's annual celebration of Julia Purnell's birthday on October 28 coincided with area Halloween festivities and was well-attended by local children. The event included a surprise visit from Delegate Mary Beth Carozza, who presented an official citation by the House Delegation to the museum celebrating our 75th anniversary as the oldest museum on the eastern shore and the second oldest museum in Maryland, celebrating the history and accomplishments of Worcester County.

Development

This holiday season, the museum will debut its newly published children's book, *In Make-Believe Land*, written and illustrated by the museum's first registrar, Julia Hartmann-Shockley, for her young daughter Rebecca in 1932. The book is published with support from the Berlin-Ocean City Optimist Club and will be available for sale at the Holiday Open House on December 3. All proceeds benefit the museum's children's education programs.

Education

On October 5, Dr. Byrd participated in Snow Hill Library's Sit & Stitch program. The museum is working on several new ideas to collaborate new educational programs with the Snow Hill library staff.

On October 20, Dr. Byrd presented the lecture "Text and Textiles: Discovering Women's Voices Through Labor, Leisure, and Art" at Salisbury University's Gallery for the new exhibit *The Way We Worked*, presented in coordination with the Smithsonian Institution.

On October 31, Dr. Byrd participated in Fruitland Primary School's Storybook Costume event for children.

On November 11, Dr. Byrd will present the lecture "Labors of Love: Telling Stories Through Textiles" and present an exhibit booth at the MAC Antiques Show.

Public Outreach

On October 22, Dr. Byrd attended the annual meeting of the Worcester County Historical Society, where the museum was awarded a grant to support the remodel of our Civil War exhibit.

On October 23, Dr. Byrd served on the Lower Eastern Shore Heritage Council's grant review committee.

Dr Byrd was honored to be invited to serve on the National Folklife Festival's Folklife Committee and will attend the committee's first meeting on November 14. Salisbury will host the 2018-2020 National Folk Festival, the oldest multi-cultural traditional arts celebration in the country. This three-day outdoor event is free to the public and will introduce audiences to some of the best talent throughout North America. Our participation may present a great opportunity to increase visibility for the Purnell Museum and for the town of Snow Hill!



SNOW HILL VOLUNTEER FIRE COMPANY, INC.

4718 Snow Hill Road • P.O. Box 83 • Snow Hill, Maryland 21863
410-632-2110 • Fax 410-632-3911

Monthly Report of Activity for the Snow Hill Fire Department

OCTOBER 2017

Responded to **Eleven (11)** Fire Related Calls

- 1 – Outside Fire
- 2 – Motor Vehicle Accidents
- 1 – Chimney Fire
- 4 – Assist EMS
- 2 – Public Service
- 1 – Mutual Aid (Pocomoke)

Responded to **99** EMS calls.

145 fire related incidents YTD

932 EMS calls YTD

The company held the annual Fire Prevention program at the elementary school and the Christian Nursery School.

We provided two extra EMS crews to cover the portion of the Seagull Century that passed through our area.

We staffed a standby on site EMS crew for Snow Hill High School home football games.

Training for the month was a required National Traffic Incident Management course.

We assisted in the annual 'Seagull Century' bicycle run providing 2 extra EMS crews

Respectfully submitted,

A handwritten signature in black ink that reads 'William E Heiser'.

William 'Trey' Heiser
Fire Chief
Snow Hill Fire Department

COMMUNICATIONS

Committed Hours by Nature

Agency: SHPD, Event date/Time range: 10/01/2017 00:00:00 - 10/31/2017 23:59:59

Agency Code	Nature Code	Total Calls where a Unit Dispatched/Cleared	# of Personnel Utilized	Personnel Time Committed	Avg Personnel Time Committed
SHPD	ACCIDENTS VEHICLES PD	1	1	0002:11:54	0002:11:54
	ALARMS BURGLAR	18	19	0002:32:55	0000:08:03
	ANIMAL COMPLAINTS	7	8	0001:44:55	0000:13:07
	ASSAULT SEXUAL ASSAULT	1	1	0003:08:34	0003:08:34
	ASSISTANCE TO OTHER	23	25	0013:14:28	0000:31:47
	AUTO THEFT	1	1	0000:05:00	0000:05:00
	CHECK WELFARE	9	9	0002:58:22	0000:19:49
	CIVIL COMPLAINT	3	3	0000:41:39	0000:13:53
	DISORDERLY	7	7	0004:20:16	0000:37:11
	DOMESTIC COMPLAINTS	12	14	0014:10:07	0001:00:43
	ESCORT	5	5	0001:13:40	0000:14:44
	INFO	3	4	0000:41:36	0000:10:24
	MALICIOUS DESTRUCTION OF PROP	4	4	0002:10:35	0000:32:39
	NOISE COMPLAINT	1	1	0000:05:58	0000:05:58
	NON TRAFFIC MILES CJIS CHECKS	17	17	0000:20:24	0000:01:12
	OTHER ASSAULTS	1	1	0000:41:37	0000:41:37
	PAPER SERVICE	14	14	0004:14:11	0000:18:09
	PATROL CHECK	67	67	0016:42:28	0000:14:58
	PREMISE CHECK	387	387	0071:50:21	0000:11:08
	PSYCHIATRIC SUICIDE ATTEMPT	2	2	0004:23:40	0002:11:50
	RECOVERED PROPERTY EXCEPT AUTO	1	1	0000:54:37	0000:54:37
	RELAYS	1	1	0000:04:54	0000:04:54
	ROADSIDE ROADWAY HAZARDS	2	2	0000:01:59	0000:01:00
	SEXUAL OFFENDER MONITOR	1	1	0000:01:11	0000:01:11

Agency Code	Nature Code	Total Calls where a Unit Dispatched/Cleared	# of Personnel Utilized	Personnel Time Committed	Avg Personnel Time Committed
	STAB GUNSHOT PENETRATING TRAUM	1	2	0006:42:41	0003:21:20
	SUPPLEMENTAL INVESTIGATION LAW	24	24	0016:20:01	0000:40:50
	SUSPICIOUS PERSON VEHICLE	14	14	0003:25:55	0000:14:43
	TAMPERING W MOTOR VEHICLE	2	2	0000:45:56	0000:22:58
	THEFT	9	10	0004:19:23	0000:25:56
	TRAFFIC COMPLAINTS	3	3	0000:17:18	0000:05:46
	TRAFFIC DETAIL	30	32	0030:45:24	0000:57:40
	TRAFFIC STOP	10	10	0001:15:43	0000:07:34
	TRESPASSING	3	3	0001:23:39	0000:27:53
	VEHICLE LOCKOUT	3	3	0000:44:11	0000:14:44
	WARRANT ATTEMPT	1	1	0000:11:53	0000:11:53
	WARRANT SERVICE	1	1	0001:40:14	0001:40:14
	WEAPONS COMPLAINT	1	1	0000:17:48	0000:17:48
	Sub-Totals for No Summary Code	690	701	0216:45:26	0000:18:33
	Sub-Totals for SHPD	690	701	0216:45:26	0000:18:33