



TOWN OF
Princess Anne

Town of Princess Anne
30489 Broad Street
Princess Anne, MD 21853
410-651-1818

Commissioners:
Shelley Johnson, President
Marion "Mickey" Polk, Vice President
Joseph "Joey" Gardner, Commissioner
Zelma Hayward, Commissioner

James "Jay" Prouse, Town Manager
Christopher Smith, Attorney

Legislative Agenda
December 1st, 2025
Location: 30489 Broad St.
6:00 PM

Present Commissioners: President Shelley Johnson, Vice President Marion Polk, Joseph Gardner, Zelma E. Hayward

- I.** Call to Order - President Shelley Johnson
- II.** Pledge of Allegiance - ALL
- III.** Moment of Silence - ALL
- IV.** Motion to Accept Agenda – President Shelley Johnson called for a motion to amend the agenda to include a special election announcement from our Town Attorney Christopher Smith prior to swearing in of the new park commission members. Motion by Commissioner Joseph Gardner, second by Commissioner Marion Polk. The agenda has been amended accordingly.
- V.** Motion to Accept November's Minutes – Commissioner Joseph Gardner, seconded by Commissioner Marion Polk. Minutes are approved. **SPECIAL ANNOUNCEMENT** – Town Attorney Christopher Smith. "Commissioner Ellis Jones, Sr. due to unforeseen circumstances beyond the control of the town or Mr. Jones. His service as commissioner is no longer feasible, and he is hereby dismissed. This action ensures a fully staffed board of commissioners. The town will proceed to fill the vacant seat via a special election, as stipulated by charter section 307. Details regarding the election will be shared soon.
- VI.** Appointment & Swearing in of New Manokin Park Members – President Shelley Johnson swearing in of Dale Parker and Asia Aja Horsey.
- VII.** FY-25 Amending Budget #2025-05 / ADOPTION – Motion by Commissioner Joseph Gardner, second by Commissioner Marion Polk.
- VIII.** Critical Area Ordinance Amendment #2025-04 / ADOPTION – Motion made by Commissioner Marion Polk, second by Commissioner Zelma E. Hayward. All in Favor, with no opposition. The amendment is adopted.
- IX.** Department Heads – Attached – Police, Public Works, Finance
- X.** Town Manager Report - Attached
- XI.** Citizens Comments – Dale Parker thanked the board for his appointment and asked about the police department website and special election timeline. The Christmas Parade is scheduled for December 12 at 7:00 pm. Question about Popeye's location and safety concerns about railroad crossings and town renovations.
- XII.** Commissioner's Comments – Commissioner Joseph Gardner reflected on the Veteran's Day celebration, patriotic display downtown and the importance of community participation
- XIII.** Work Session Agenda Items – Garland Hayward Youth Center Shed donation

Elderly Tax Credit

Open Air Vending/Food Truck Regulations

Introduction and Overview from the new Circuit Rider regarding grant writing and management.

Special Election Timeline:

Ad placement in County Times: December 3 and December 10

Candidate applications available December 8th

Application deadline January 5th

Ethics board vetting January 12th

Absentee ballots available January 19th

Absentee ballot receipt deadline February 4th

Special election date, February 10th

Election setup at Princess Anne Civic Center February 9th

Election day at Princess Anne Civic Center February 10th

XIV. Adjournment /Closed Session – 7:25

➤ Parts of this meeting may be closed due to Real Estate or Personnel Matters

Shelley Johnson, President

Marion “Mickey” Polk, Vice President

Joseph “Joey” Gardner, Commissioner

Zelma E. Hayward, Commissioner