



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*
Ellis D. Jones, Sr., *Commissioner*
Zelma E. Hayward, *Commissioner*

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

Legislative Agenda
November 17, 2025
Location: 30489 Broad St
6:00 PM

Present: President Shelley Johnson, Vice President Marion Polk, Commissioner Joseph Gardner, Commissioner 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 – Commissioner Joseph Gardner / Second – Commissioner Zelma Hayward
- V. Open air Vending & Food Licensing – Tim Biermann gave a comprehensive overview of the proposed Food Truck Ordinance. The presentation included:
- VI. Critical Area Ordinance Amendment # 2025-04 – Mr. Henry, along with representatives from the Maryland Department of the Environment, delivered a presentation outlining the scope and intent of the Critical Area Ordinance.
- VII. FY-25 Amending Budget #2025-05 – Town Manager Jay Prouse / Finance Clerk Nye Milbourne. The town manager presented the amended fiscal year 2024-2025 budget. Updates included more accurate figures for workers' compensation and an increase in the PAC grant revenue from \$29,622.95 to \$34,752.95, resulting in a higher surplus. The amendment reflects adjustments made throughout the year and brings official records in line with actual figures. The surplus will be included in the current year's budget, with future



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*
Ellis D. Jones, Sr., *Commissioner*
Zelma E. Hayward, *Commissioner*

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

amendments recommended for accuracy. The town is on track with audit schedules after catching up last year.

- VIII. Manokin Park Update** – An update on the status of the Manokin Park Board was provided. Current board membership was reviewed, with noted vacancies due to recent resignations. The council outlined the application process for new appointments, including advertising for candidates through town channels and the evaluation procedure for applicants. Council members discussed the qualifications required for board service and agreed to finalize appointments at the next meeting.
- IX. Legislative Agenda Items – Adoption Critical Area, Budget Adoption, Manokin Appointees**
- X. Adjournment / Closed Session – Commissioner Joseph Gardner / Second Commissioner Marion Polk**

Shelley Johnson, President

Marion "Mickey" Polk Vice President

Joseph "Joey" Gardner, Commissioner

Zelma E. Hayward, Commissioner

Ellis D. Jones, Sr., Commissioner