



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*

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

Legislative Agenda

October 06, 2025

Location: 30489 Broad St.

6:00 PM

Present: Commissioners – President Shelley Johnson, Vice-President Marion Polk, Joseph Gardner

- I.** Call to Order – President Shelley Johnson
- II.** Pledge of Allegiance - ALL
- III.** Moment of Silence - ALL
- IV.** Motion to Accept Agenda – Commissioner Polk/Second - Commissioner Gardner – Commissioner Johnson asked to amend the agenda to add the 2025 Budget, and it would be right before the Department Head reports. Motion from Commissioner Gardner/Second by Commissioner Polk.
- V.** Motion to Accept September Minutes – Commissioner Polk/Second – Commissioner Gardner
- VI.** Swearing-In New Election Board Member – Commissioner Shelley Johnson Sworn in Mr. James Holbrook as an Election Board Member making the 5th Member of the Election Board.
- VII.** Ordinance #2025-03 Section 131- Solid Waste/ADOPTION – Commissioner Gardner motioned for the Ordinance/Second by Commissioner Polk – Commissioner Johnson also voted yes! (3-VOTES YES). AYES have it.
- VIII.** Critical Area Ordinance Amendment #2025-04 - First Reading/INTRODUCTION – Town Manager Jay Prouse read the report written by Henry Eure went over at our last meeting – House Bill 233 which was passed by the state general assembly requires all local jurisdictions including the town of Princess Anne to review and update the critical area program at the rate not to receive every 10 years. The most recent update occurred in April of 2012, so a couple years behind, and the town was overdue for the update. Earlier this year, the state of Maryland's Department of Natural Resources Critical Area Commission began working with town staff to update the code and bring it up to compliance. As required by the town's code, the proposed amendments were reviewed by the planning commission at their September 18th, 2025 meeting where a favorable recommendation was made to adopt the amendments as written. In addition, the amendments have been reviewed by the town's attorney and found to be acceptable. Unless there's any questions, you have the documents in front of you. The state mandates that and from Henry everything is in play and ready this will be the first reading and introduction and then what we'll do is, once you vote to move forward, we'll do a second reading at our work session and adopt it. Motion to move forward Commissioner Polk/Second by Commissioner Gardner.
- IX.** Department Heads – Police Department – Robert Smith, Public Works Department – Dionte Cottman, Finance Department – Nijel Milbourne
- X.** Town Manager Report – Report Attached
- XI.** Citizens Comments – **Cindy Perry** of the Election Board, an update is that on the 15th of September,


our election board met and approved the redistricting recommendations to be provide to commissioners for the town. I am going to give each of you a folder. It has our recommendation in it. I know we don't have time to do anything with it today, but if you have any questions, please feel free to contact me. It was a unanimous approval of the recommendation that you will find in your folder. We do have a deadline that the election county election board has give3n us to be able to proce3ss any changes that you decide that you need to make. There are two recommendations there, one to redistrict and the other to make a change to the district whether you are going to keep them or whether you are going to go an all at large. So please carefully read everything over. **Lynnell Fletcher-Pugh**, president of the Chamber, we have our upcoming luncheon October 13 at Sugar Water. We are still looking for volunteers, two are coming next week. Our membership is growing. We do have a little bit of money in the bank. I want to know what's going on with the grant money with the minority grant money. I thought we were told that at the end of the summer, the beginning of October, we would know something. Commissioner Johnson – The finance department just announced that our audit has been extended until October or November. So, we will not be making any decisions until we know exactly how much money we have.

XII. Commissioner's Comments – Commissioner Gardner – Thank everyone for coming out this evening, thank the department heads. The Police Department really looks nice now with the new paint job on the outside. I was able to get to the National Night Out. **Commissioner Polk** – I toured the Police Department, and I was telling them before I started 30 years ago but it looks nice and they done the inside and it's beautiful. The speed bumps look great and everything's working gr3eat. I do hope it doesn't hinder our police department and fire department. They're supposed to be compliant with that and also anyway great job on that. Thank you for putting the signs up. Thank everyone for coming out. I went to the National Night Out! Yeah, I went to the Clam Bake in Crisfield. **Commissioner Johnson** – Thank eve3ryone for coming out the Police Department and Public Works for all their hard work. We were able to actually do a ribbon cutting at Beckford Avenue. We were kind of Richard and Garnell, so he kind of put that together for us. I did hit that speed bump out Hampden Ave before they had the cones out. Yeah guilty, but yes we do appreciate it and it was definitely needed. I'm just thankful that it happened you know in time for the school with school starting up. So that was my hope that we were able to get that done before school. So, thank you all for your hard work. We were able to attend the LESMA Dinner for Crisfield this past Thursday as well as the Tri County and we also did the Jamal Bryant he was in town on Monday for Founders week, awesome speaker. We did the clam and crab bake. We went over to the fire department to support the blood drive. On the 18th this Saturday we will be conducting the NAACP will be sponsoring a George Armwood bus tour. Tina Harris, which is a descendant of George Armwood, will be our storyteller. Also on the 22nd some of you have also received invitations to join us for the green infrastructure that we are conducting and we're hoping to see grant money. I made arrangements with Mount Carmel to put us on their small bus. So, we're going to be going around with public works and some residents from Somerset Landing as well as our park commission to look at some areas.

XIII. Work Session Agenda Items – FY 25 Amending Budget, Critical Area, Digital Sign

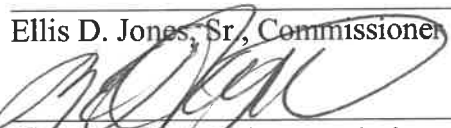
XIV. Adjournment /Closed Session – 7:55/Closed Session - Personnel

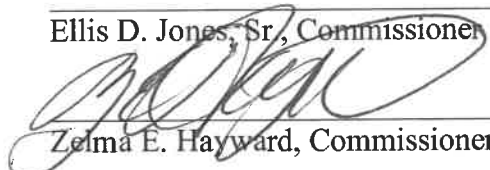
➤ Parts of this meeting may be closed due to Real Estate or Personnel Matters


Shelley Johnson, President


Marion "Mickey" Polk Vice President


Joseph "Joey" Gardner, Commissioner


Ellis D. Jones, Sr., Commissioner


Zelma E. Hayward, Commissioner