

Regular Meeting Minutes

The meeting of the Pocomoke City Mayor and Council was held in Council Chambers on Monday, September 15, 2025. The meeting was called to order at 6:31 pm.

Present:

Mayor: Todd Nock
Council Members: R. Scott Holland, S. Tull,
Diane Downing, Brooke Cottman, C. Marshall
Deputy City Manager: Brandy Matthews
Attorney: Andrew Illuminati
City Clerk: Melinda Stafford

Pledge of Allegiance, Prayer by Councilmember Marshall, Call to Order

Approval of Minutes

Motion to approve the minutes by Councilwoman Downing and seconded by Councilman Holland.
Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull - aye

Review and Approval of Current List of Bills for Payment

The bill list was presented for payment. Motion to approve the bills as presented by Councilman Marshall, seconded by Councilwoman Cottman. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Discussion and Decision of Horse Barn Maintenance Deep Cleaning

Bill East takes to the podium. He states Royal Plus and Serv Pro are the quotes that he submitted and they are expensive. Mayor Nock states that if the city is going to do it, upkeep needs to be followed. He states, "I think that the bigger picture of this is our relationship with the fair committee. We really need to delineate duties. This is a lot of money. This is a big undertaking for the city to take on. We need to look at the rent. We need to look at who's managing it. I think a lot more needs to go into this if the city is going to commit to spending \$22,000." Councilman Marshall stated it concerns him from a safety standpoint not only the horses, but the people that are in there. He's all for cleaning it up. Mayor Nock also stated, "But we definitely have that conversation about who's going to manage it and who's going to maintain it. Because if it's going to continue to be on the city, then we need to look at the rent for, you know, people are paying practically nothing to keep their voices there and the cities being expected to maintain it, but yet still there are people that volunteer out there. And I believe that if they had been forthcoming and up front with what was going on, that actually allowed public works to go in there and look and see and different things like that, that we would have never gotten to this point. But the one thing that I can contest to. And I know Brooke was there that day that I went. It was disgusting." Councilman Holland, "I don't know how much of it I would feel the responsibility of committee. It's our property and you know I think there's different avenues to def it in the city aspect and other and other cost we have about fair which forward. I think there a room for improvement but the end of the day it's hard you're talking about volunteers out there. So I think the liability falls more on us than in the committee. But regarding the Power Wash and our depending on I just I assume throughout RFP over giving process and this is what we got back. I just think we can get it done cheaper. The Mayor stated that he feels like the barn and the fairgrounds are two totally different issues. It has to be to talk about more collectively. But I feel like the issues for both of them are separate and this is a lot of money. Andrew Illuminati stated he didn't know if it was bid out by RFP. City Manager Brandy Matthews states the amounts were below what an RFP would have

needed. Andrew stated that there's never an obligation to accept any offer. So it could be readvertised, rebid from the city website. Councilman Holland may have contacts to help get new bids. Bill East noted he would find someone else to do the work. Motion to table this until our next meeting seeking another bid pending on a vote made by Councilman Marshall, seconded by Councilwoman Cottman. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Discussion and Decision of Horse Barn Electrical Upgrades

Mr. East presented quotes from Rommel Electric and Stone Electric for electrical upgrades to the horse barn. He recommended Stone Electric's quote of \$9,500.

Motion: To approve Stone Electric's quote for electrical upgrades made by Councilman Marshall, seconded by Councilwoman Cottman Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall – aye It is noted that the horse barn needs to be cleaned before the electrical upgrades are started. Lynn Duffy asked about the stable contracts and maintenance. The reply is that it is for the renters. She asked if the stall renters are supposed to keep it in their own equipment area. The response is that the problem is that it's been a lot of turnover in the horse barn over the years and I'm not sure anybody here can say who where it was at the condition when one horse moved into the next and that ought to be checked when hay moves in.

Presentation of Roads and Quotes

Mr. East presented a list of approximately 20 roads throughout the city for paving, with a total cost estimate of \$528,023. The streets picked were all the heights because the water lines have been red redone. Sewers have been somewhat redone and we wouldn't have to be going back into the roads in the future. There are a few other places throughout the town that we have also picked. Councilman Marshall stated that he fully supports Mr. East and what he does. I would hope that in the very near future Cedar Street would be included in the next paving cycle. Because the whole thing, Cedar Street is an absolute cluster. The condition of that road is by far one of the worst things. Worst of any. Mayor Nock reviewed the roads, “5th street to 6th Street, Isaac Jenkins Street, Bonneville, 14th Street, 15th Street, Payne. Payne. Oh, I see what you do. Snow Hill to Payne to 15. Snow Hill to 15 to 14. Snow Hill to 14 to Somerset, Princess Anne to 14. 14 to 15. 15 Linden to pay 15 to 14. Somerset to Dorchester. Dorchester. Its entirety Bel Air from Beach Street. Winter quarters to Linden. Andrew Illuminati informs all how this needs to be advertised. The council discussed the need to formally advertise the project for bids due to the high cost.

Proclamation for Sickle Cell Awareness Month

Mayor Nock invites the representative, Shanda Ward, from the Eastern Shore of Maryland Sickle Cell Disease Association and presents her with a proclamation recognizing the month of September as Sickle Cell Awareness Month.

Second Reading - 2026-O-1: Ordinance Amending the City Zoning Map for 74.17 Acres along Old Virginia Road; Public Hearing and Vote

The Mayor reads Ordinance 2026-O-1. The floor was opened for the public hearing. This hearing was closed hearing no comments. Motion to approve by Councilman Holland, seconded by Councilman Marshall. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Andrew Illuminati explains that the remaining ordinances may be read as summaries that he has provided.

Second Reading - 2026-O-2: Ordinance Amending Chapter 101 Building Construction and Chapter 230 Zoning code; Public Hearing and Vote

The Mayor reads the summary of Ordinance 2026-O-2. The floor was opened for the public hearing. The hearing was closed hearing no comments. Motion to approve by Councilwoman Downing, seconded by Councilwoman Cottman. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Second Reading - 2026-O-4: Ordinance Creating Chapter 206 Adopting Critical Area Zoning Regulations; Public Hearing and Vote

The Mayor reads the summary of Ordinance 2026-O-4. The floor was opened for the public hearing. The hearing was closed hearing no comments. Motion to approve by Councilwoman Cottman, seconded by Councilwoman Downing. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Second Reading - 2026-O-5: Ordinance Adopting Urban Design Standards and Minimum Design Requirements; Public Hearing and Vote

Ordinance 20265 sites 23018 of the new section. However, 2:30 now dash B2 already exists and is not being replaced. Therefore, I need to amend or 2026 L5 so that all references to 23082 are changed to 230 84. Motion to amend made by Councilwoman Cottman, seconded by Councilwoman Downing. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

The Mayor reads the summary of Ordinance 2026-O-5. The floor was opened for the public hearing. Councilman Marshall asks, "In section C, item number two, it says the owner builder developer shall conduct the survey of the property surrounding the area. Who will provide oversight for that? Will it be the towns or be the planning commission?" The response is, "In section C, item number two, when it talks about your neighborhood comp compatibility survey which I think is a wonderful. it says reviewed and approved by the planning zone department staff. So, it's not the plan. I'm not seeing that.' He also questions owner developers' number two, "the owner developer shall conduct the NCs of the property surrounding the proposed site to determine prevailing height, mass, scale, square footage, etc and type of construction for the adjoining the neighborhood." The reply is, ' . In four it says A planning." The hearing was closed hearing no comments. Motion to approve as amended by Councilwoman Cottman, seconded by Councilwoman Downing. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Second Reading - 2026-O-6: Ordinance to Amend Chapter 230 and Adopt 230.83 Urban Guidelines and Mural and Signage Standards; Public Hearing and Vote

The Mayor reads the summary of Ordinance 2026-O-6. The floor was opened for the public hearing. The hearing was closed hearing no comments. Motion to approve by Councilwoman Downing, seconded by Councilwoman Tull. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Formal Approval of City Manager.

Andrew explains that the reason this is being done is we've done some bonds recently and we have to provide the actual action by the mayor and council. The state became very particular and the mayor had to do an affidavit saying that Brandy or Melinda is actually the clerk. I'm actually the city attorney.

So doing this formally on the record. I know there's a consensus, but we'll have these minutes approved and we'll just be able to submit these hopefully with that affidavit issue future. This is just a legal formation formal requirement. Motion to approve by Councilwoman Cottman, seconded by Councilwoman Downing. Motion passes. Holland – aye Cottman – aye, Downing – aye, Tull – aye, Marshall - aye

Comments

a. Comments from the City Council Members

1. Councilman Holland – None
2. Councilwoman Tull - None
3. Councilwoman Downing – None
4. Councilwoman Cottman – None
5. Councilman Marshall – Happy for be in person. Looking forward to getting things done.

b. Comments from the Mayor

None

c. Comments from the Interim City Manager

None

d. Comments from the Audience

None

Motion to adjourn to close session at 7:38 pm by Councilwoman Cottman, seconded by Councilwoman Downing

Approved:



City Clerk

Agenda items may or may not be considered in sequence. This agenda is subject to change to include the addition or deletion of items, including executive/closed session.