

Council Meeting
October 14, 2019
7:00 p.m.

The council meeting of Vice Mayor and Council was held on the above date and time with Council members Carrow, Smith and DeBenedictis present with Vice Mayor Dias presiding. Recording Secretary Sue Muncey, Town Foreman Jeff Hurlock, Police Chief Carl Hutson, Town Solicitor Scott Chambers, Marvin Pedigo, and Bill Brockenbrough were also in attendance.

1. **Call to Order** - Mr. Dias called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – Mr. Dias led the Pledge of Allegiance.
3. **Approval of Minutes** –

Ms. DeBenedictis made a motion to accept the Council Meeting minutes from 09/04/19, the Economic Development Committee Meeting minutes from 09/26/19, and the Budget Committee Meeting minutes from 09/30/19 in written form. Mr. Carrow seconded the motion. Motion carried unanimously.

4. **Approval of Income and Expense Report** –

Mr. Smith made a motion to approve the Income and Expense Report. Mr. Carrow seconded the motion. Motion carried unanimously.

5. **Communications** – Ms. DeBenedictis read the letter from Lillian Smith Senior Center dated 09/10/19.
6. **Report of the Chief of Police** – Chief Hutson stated there were 333 calls for service, 94 traffic arrests, and 48 criminal arrests. This included a search warrant on Rodney Street. This resulted in two (2) arrests and recovered 5.1 grams of heroin, 4.9 grams of crack cocaine, and other drug paraphernalia. Chief Hutson, Lt. Scott, and Lt. Rau attended the Cub Scout Pack #139 meeting at Ewell's – St. Paul UMC. Chief Hutson attended the Police Chief's Meeting and the Fund to Combat Violent Crime Meeting at Dover PD. This will be used for the first phase of cameras to run from School Lane to Bassett Street. A camera will be put at the Pocket Park. Patrols were present for the Yard Sale and Clayton Railroad Days. There were no issues. Chief Hutson thanked Skip and the 4th of July Association. Chief Hutson stated he received an email from Peter Haag from DelDOT reference the railroad. They would like to change the speed limit on Route 300 from 50 mph and 40 mph to 35 mph by the railroad tracks. There have been issues with accidents at Bassett Street. This is coming from the railroad company to DelDOT. Chief Hutson is in agreement with this. He stated there are a lot of accidents. The railroad company also wants to close the crossing at Smyrna Avenue because there is no crossing arm. Chief Hutson stated he is not in agreement with this. He will set up a meeting. Mr. Hurlock stated we should have a physical meeting at Town Hall. Mr. Carrow was in agreement with this. He stated

we should take this opportunity and maybe we can discuss the other issues we have been having with the railroad company.

7. **Report of the Town Foreman** – Mr. Hurlock had no report
8. **Report of the Town Solicitor** – Mr. Chambers had no report.
9. **Report from Inspections/Enforcement** – Mr. Hurlock stated Providence Crossing is practically complete. This will affect our budget.
10. **Reports from Members of Council**
 - a. **Report from Electric Committee** – Ms. DeBenedictis had no report. Mr. Hurlock stated the change from 4Kv to 25Kv is running smoothly. DP&L will have a shut down the week of 10/21/19. We are working with DP&L. Mr. Hurlock wanted to commend the Administrative staff on getting the letters out so quickly. I came in that morning and the letters were mainly out within the same day. Mr. Hurlock asked Sue if the Town received any responses to the letters. She said a few. Some people with medical issues are complaining.
 - b. **Report from Street Committee** – Mr. Smith had no report. Mr. Hurlock stated the pending projects are complete. Smyrna Avenue was just completed. We need to work on identifying new streets. Street sweeping is going smoothly. With MS-4 we need to have a street sweeping plan. The leaf collection will be starting soon. We got a dumpster for the brush. He is getting a feel of how that project is going to work out.
 - c. **Report from Water & Sewer Committee** – Mr. Dias had no report. Mr. Hurlock stated he had a meeting with the engineers of Railroad Square Apartments. They came back with estimates. Our engineer put the ball back in their court. Ms. DeBenedictis asked if we have to work with the railroad on this. Mr. Hurlock stated yes.
 - d. **Report from Equipment Committee** – Mr. Smith had no report.
 - e. **Report from Personnel Committee** – Mr. Carrow had no report.
 - f. **Report from Public Safety Committee** – Mr. Dias had no report.
 - g. **Report from Budget Committee** – Mr. Smith stated a meeting is scheduled for 11/06/19 at 6:30 p.m. He will be meeting with the department heads on 10/24/19.
 - h. **Report from Economic Development Committee** – Mr. Carrow stated the coffee shop is doing well. He has been in there several times. They are having a grand opening on Saturday at 11:00 a.m. Mr. Carrow encouraged everyone to attend if they were in the area. Ms. DeBenedictis asked about Kee's. Mr. Carrow stated she won an award from Taste of Delaware and will be going to Washington, DC.

- i. Report from Downtown Development Grant** – Ms. DeBenedictis stated she has received a couple of calls. We have an informational meeting scheduled for 11/13/19 at 6:00 p.m. at the Clayton Fire House. Property owners in the designated district will receive a letter inviting them to the meeting.
- j. Report from DEMEC** – Ms. DeBenedictis stated the annual dinner was last month. Their main speaker was a representative from the Navaho Nation project. Mr. Hurlock stated Public Power Week was last week. We had a billboard with two (2) of our employees on it.
- k. Report from Board of Adjustments** – Mr. Hurlock had no report.
- l. Report from Planning & Zoning Committee** – Mr. Hurlock stated the Ovations development is moving dirt. A meeting is scheduled for 10/23/19 at 7:00 p.m.
- m. Appeals Board** – Mr. Hurlock had no report.

11. Public Forum –

No comment from the public.

12. Unfinished Business – No unfinished business.

13. New Business –

- a. Discuss and Vote to District the Council Seats.** Mr. Dias started this dialog. He enclosed a map of the Town. He would like to district council members for designated areas. He asked Mr. Chambers what was involved. Mr. Chambers stated he will have to do research on this. Mr. Carrow stated we need to have a conversation on this, maybe form a committee. He asked Sue to get information from other municipalities on this. Mr. Smith stated the hurdle would be representation in every area. What happens if no one from that area runs? Mr. Dias stated we will have to form a committee.
- b. Discuss and Vote on Removing in its Entirety #2 of Examples of Inappropriate Conduct in the Employee Handbook on Page 31.** Mr. Carrow stated this was discussed in a previous discussion.

Mr. Carrow made a motion to strike #2 of Examples of Inappropriate Conduct in the Employee Handbook on Page 31 in its entirety. Mr. Smith seconded the motion. Motion carried unanimously.

- c. **Discuss and Vote on Appointment of Council Seat Vacancy.** Mr. Dias stated he would like to nominate Bill Brockenbrough to the vacant seat until the April 2020 election. Mr. Carrow stated that Mr. Brockenbrough is very detailed oriented and dedicated to the Town.

Mr. Carrow made a motion to appoint Mr. Brockenbrough to the Council until the April 2020 election. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

Mr. Chambers swore Mr. Brockenbrough into Council.

Mr. Carrow wanted to thank Chief Hutson and Mr. Hurlock for their help with Railroad Days and Movie Night.

Adjournment

Mr. Smith made a motion to adjourn the meeting. Mr. Carrow seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:28 p.m.

Recording Secretary,

Sue Muncey