

Council Meeting
March 11, 2019
7:00 p.m.

The council meeting of Mayor and Council was held on the above date and time with Council members Dias, Carrow, Smith and DeBenedictis present with Mayor Letterman presiding. Recording Secretary Sue Muncey, Town Foreman Jeff Hurlock, Chief Carl Hutson, Town Solicitor Gary Junge, Jonathan Burnett, Marvin Pedigo, Andrew DeBenedictis-Bayne, Vicky Blair, Lisa Giampietro, Branden Hielhs, Tyler Downward, Joseph Natarcola, Jack T. Davis, Nick Natarcola, Bryce Mullen, Aaron E. Harris, Tyler Carney, Ryan Blair, Gabe Giampietro, and Erick J. Bayne were also in attendance.

1. **Call to Order** - Mr. Letterman called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – The entire Wrestling Team led the Pledge of Allegiance.
3. **Proclamation** – Mr. Letterman presented Mr. Harris with a proclamation congratulating the Smyrna High School Wrestling Team.
4. **Approval of Minutes** –

Mr. Carrow made a motion to accept the Council Meeting minutes from 02/11/19, the Personnel Committee Meeting minutes from 02/11/19, Electric Committee Meeting minutes from 02/19/19, and the Economic Development Committee Meeting minutes from 02/21/19 in written form. Mr. Dias seconded the motion. Motion carried unanimously.

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

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

6. **Communications** – Ms. DeBenedictis read the letter dated 02/19/19 from the Office of the Governor.
7. **Report of the Chief of Police** – Chief Hutson stated there were 200 calls for service and 150 traffic arrests. The officers were re-certified in CPR on 2/9/19. We assisted Cheswold PD with security on 2/21/19 in plain clothes as requested. We participated in I Love Smyrna School District Day on 2/23/19. Lt. Rau attended LEEDA FBI Training the week of 2/25. We submitted a request for ammunition through LESO. It is on a first come, first serve basis. This would save a couple \$1000. A NARCAN Policy has been implemented. Mr. Letterman asked if it is administered and not needed, there is no effect? Mr. Hutson stated yes. Mr. Hutson stated he is in the process of tweaking the social media policy. Mr. Hutson stated the AED came out 20 years ago. Parts are harder to get with units we have. We need to update. The cost is \$10,000. We are trying for grants and donations. Mr. Smith asked what would be done with the old equipment. Mr. Hutson stated we could use for trade in. It is pretty outdated.

- 8. Report of the Town Foreman** – Mr. Hurlock stated everyone got a Public Works log that was created using Trello. We have been having issues with call outs after hours. On came in because someone didn't change their breaker. We've had two calls within the last six weeks. There is a service call section in the ordinance. Mr. Letterman stated to keep track. This could be brought up in an Electric Committee meeting. Mr. Carrow asked if other municipalities charge. Mr. Hurlock stated no. Ms. DeBenedictis suggested it be a newsletter item.
- 9. Report of the Town Solicitor** – Mr. Junge had no report.
- 10. Report from Inspections/Enforcement** – Mr. Hurlock stated the building permits are steady.
- 11. Reports from Members of Council**
 - a. Report from Electric Committee** – Ms. DeBenedictis stated we've had no issues. The co-op is raising their bills 7-8% as of May 1. This will affect all classes. The email came from DEMEC. Mr. Hurlock stated DP&L is scheduling an outage in April or May. Mr. Letterman asked if notice will be given. Mr. Hurlock stated he will contact them tomorrow. We need at least a month. Mr. Smith asked if notice will be given at least the day before. Mr. Hurlock stated we will send out a couple Code Red's and mail notices. Ms. DeBenedictis commented on solar for the firehouse. She contacted DEMEC to discuss. We don't need to put more panels on if we don't want to. They want to do in one day.
 - b. Report from Street Committee** – Mr. Smith had no report. Mr. Hurlock stated the paving was discussed. Mr. Letterman stated a meeting is scheduled for 3/26/19 at 6:30 p.m. to discuss stop signs in Providence Crossing.
 - c. Report from Water & Sewer Committee** – Mr. Dias had no report.
 - d. Report from Equipment Committee** – Mr. Smith had no report.
 - e. Report from Personnel Committee** – Mr. Carrow had no report. Mrs. Muncey stated the closings for the Public Works and Administration positions closed on 3/8/19.
 - f. Report from Public Safety Committee** – Mr. Dias had no report.
 - g. Report from Budget Committee** – Mr. Smith had no report. He stated a meeting will be scheduled in April to discuss the interest on the Impact Fee account.
 - h. Report from Economic Development Committee** – Mr. Carrow stated it was approved to join Kent County Partnership with Linda Parkowski. We need to come up with an economic package. Harrington has a storefront work package that gives tax breaks. Maybe we can waive the fee. He would like to have another meeting within the next two weeks. Ms. DeBenedictis stated she attended a meeting with Linda Raab in reference to Downtown Development last Monday. She stated incentives are a big part of the process. The application is due May 15. Need to designate an administrator. This has to be done by resolution by Council. To be put on the April agenda. Linda will do the application.

Qualified investments are important. We have 24-acres in our historic district. Hard construction costs are in the handout. Ineligible expenses are also in the handout.

- i. Report from DEMEC** – Ms. DeBenedictis had no report. Mr. Hurlock stated legislators are pushing renewable energy. It is not cheap. Ms. DeBenedictis stated solar energy is not everything that people think it is. Mr. Smith stated he is attending a Congressional Meeting on 3/13/19.
- j. Report from Board of Adjustments** – Mr. Hurlock had no report.
- k. Report from Planning & Zoning Committee** – Mr. Hurlock stated we had a meeting with the construction engineer of Railroad Square with our engineer to figure out the water issue. They are looking at a 2-3 story apartment building.
- l. Appeals Board** – Mr. Hurlock had no report.

12. Unfinished Business – No unfinished business

13. New Business –

- a. First Reading – An Act to Amend the Town of Clayton Ordinances to Create a New Section 3.3-1.14 Entitled Miscellaneous Parking and to Renumber the Existing Section 3.3-1.14 – Scope /Enforcement as Section 3.3-1.15 – Scope/Enforcement.**
Ms. DeBenedictis read this ordinance in its entirety.

14. Public Forum –

Mr. Pedigo asked if something could be done at the intersection of Bassett Street and Smyrna Avenue. It is currently a three-way stop. He asked if a blade could be put on the stop sign to indicate it is a three-way stop. He stated there have almost been accidents there several times because people don't realize it is a three-way stop. Mr. Hurlock stated he will order one.

Adjournment

Mr. Smith made a motion to adjourn the meeting. Mr. Dias seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:39 p.m.

Recording Secretary,

Sue Muncey