

Council Meeting
September 9, 2019
7:00 p.m.

The council meeting of 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 Gary Junge, Marvin Pedigo, Wayne Gladhill, and Jonathan Burnett 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. Hutson led the Pledge of Allegiance.
3. **Approval of Minutes** –

Mr. Carrow made a motion to accept the Council Meeting minutes from 08/12/19, the Public Hearing minutes from 08/12/19, and the Personnel Committee Meeting minutes from 09/04/19 in written form. Ms. DeBenedictis 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** – N/A

6. **Report of the Chief of Police** – Mr. Hutson stated there were 339 calls for service, 251 traffic arrests, and 24 criminal arrests. Officers assisted with the Peach Festival in Wyoming. This was paid through the Violent Crime Fund grant. There were two (2) audits conducted during the month – LESO and OHS. Both passed. Officer Bishop attended DRE annual training. Officer Bishop and Officer Hibbert attended the DSP SRO training. Officer Rau attended firearms training. Chief Hutson and Officer Bishop attended the Smyrna School District Welcome Back Breakfast. Officer Fox is now working the streets. He is fitting in very well. His DEA taskforce training helped in obtaining warrants.

7. **Report of the Town Foreman** – Mr. Hurlock had not report

8. **Report of the Town Solicitor** – Mr. Junge had no report.

9. **Report from Inspections/Enforcement** – Mr. Hurlock stated the town is currently working on an issue.

10. Reports from Members of Council

- a. Report from Electric Committee** – Ms. DeBenedictis stated we had an outage on 9/2/19 due to a bad fuse. We had a flicker the other night, but the electric did not go out. Mr. Hurlock stated he received an email from DP&L. This is in reference to the substation. There are phasing problems inside the substation. We would have to change meters for about 30 customers or have an outage for approximately 4 -5 hours. Our contractor is looking at doing the work outside the fence. DP&L wants us to take the wires off on Bassett Street. We would have to put poles up and put them on the other side. They are being difficult, but we are trying to negotiate. Mr. Hurlock stated he will keep Council informed. Mr. Hurlock stated we had a record setting summer. We had few outages during the summer. The outages we did have were due to varmints. Mr. Smith asked if DP&L will give us notice. Mr. Hurlock stated enough to give our customers notice.
- b. Report from Street Committee** – Mr. Smith had no report.
- c. Report from Water & Sewer Committee** – Mr. Dias had no report. Mr. Hurlock stated he had a request from Hanover to remove brine approximately 85 gallons per day. Kent County did not have an issue with this. Mr. Hurlock stated we had a hot period this summer. Ms. DeBenedictis questioned the Hanover water tower overflowing. Customers have inquired about it. Mr. Hurlock stated this is not in our jurisdiction.
- d. Report from Equipment Committee** – Mr. Smith had no report.
- e. Report from Personnel Committee** – Mr. Carrow stated we approved the minutes from the meeting. We adopted an Employee Recognition Program. Employees and department heads can nominate employees. Council will make the final decision and choose the yearly winner.
- f. Report from Public Safety Committee** – Mr. Dias had no report.
- g. Report from Budget Committee** – Mr. Smith stated a meeting is scheduled for 09/30/19 at 6:30 p.m. Mr. Hurlock asked how far we are going into the 2020 budget. Mr. Smith stated we are review 2019 and having a kickoff for 2020.
- h. Report from Economic Development Committee** – Mr. Carrow stated we are having a meeting on 09/26/19 at 6:30 p.m. We will discuss the following: (1) Update on the clock. We received a state approved grant. We are looking to start in December; (2) Downtown Development District grant; (3) Linda Parkowski and Laura Wisler will be speaking. Mr. Carrow encouraged all of Council to attend.

- i. Report from Downtown Development Grant** – Ms. DeBenedictis stated we received the grant. Mr. Dias and Ms. DeBenedictis went to Delaware City when Governor Carney made the announcement. This year’s recipients were: New Castle, Middletown, Delaware City, and Clayton. This grant is for the downtown development area only. There will be a kickoff meeting on 09/10/19 to discuss this with Delaware Housing Authority and the State Planning Office. The \$250,000 limit grants will be processed quickly. The \$1.5 million grant will take longer. They will be accepting applicants from October to mid-January and make their decisions in February.

- j. Report from DEMEC** – Ms. DeBenedictis stated the annual dinner is 09/18/19 at Dover Downs. Six people will be attending. One of the speakers will be the Navaho Nation from Arizona. They never had electric. Volunteers went down to assist with this. The Navaho Nation was very appreciative. The Delaware volunteers that went are being recognized at the dinner.

- k. Report from Board of Adjustments** – Mr. Hurlock had no report.

- l. Report from Planning & Zoning Committee** – Mr. Hurlock gave an update on the open projects. Grain Mill Station – the project has started. Mr. Hurlock told them they need to clean up the site. An issue they had was the house next to it has a driveway. DelDOT wants to put in an acceleration lane. The property owner has accepted the driveway to come off of the side from the entry to the development. Ovations – this project has also started. They want to get the first phase of streets in by winter. Railroad Station – they have issues with the water. The town wants it run under the railroad tracks and loop into the system. We would consider cost sharing. Mr. Carrow asked if Main Street would be closed during Grain Mill Station work. Mr. Hurlock stated no. He has not been informed of such.

- m. Appeals Board** – Mr. Hurlock had no report.

11. Public Forum –

Wayne Gladhill – He was curious about what was going on across from his development. He stated the Town Foreman kind of already answered his question. Mr. Gladhill asked if there was anything on the website about the development. Mr. Hurlock stated the development name is Ovations. Mr. Dias stated the development has been on the books for years. Mr. Hurlock told Mr. Gladhill to get up with him after the meeting.

12. Unfinished Business –

- a. Second Reading – An Ordinance by the Clayton Town Council to Repeal and Reenact a Zoning Map. Discuss and Vote.** Ms. DeBenedictis read in its entirety.

Mr. Carrow made a motion to accept the ordinance as read in written form. Mr. Smith seconded the motion. Motion carried unanimously.

13. New Business –

- a. **Discuss and Vote to Contact our Elected Officials to Request Assistance in Getting Home Mail Delivery to the Old Part of Town.** Mr. Carrow stated the “old part” of town does not get home delivery. All of the developments get home delivery. Mr. Carrow stated he works shift work and he can only get his mail when the Post Office lobby is open. Ms. DeBenedictis asked if the mailbox outside the post office could be moved back. It is currently on the landing. She stated if people have to walk that far, they might as well go inside the post office to drop off their mail.

Mr. Carrow made a motion to have the Town of Clayton go on record to support having home mail delivery to the “old part” of town. Also to have the Post Master address the mailbox being moved to a more acceptable area for the handicapped and disabled. This would be in the form of a letter sent to our State Representatives. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

- b. **Discuss and Vote on Appointment of Council Seat Vacancy.** There were no nominations. This will be put on next month’s agenda.
- c. **Reorganization of Council.** This was removed from the agenda.

Mr. Smith wanted to thank Public Safety for their assistance with the Huntington Mills development event. Mr. Smith also asked about the rush hour traffic on Main & Bassett Streets. This is normally for a period of 30 – 45 minutes. He asked for officer assistance. Mr. Hutson stated the first month of school is normally heavy. Mr. Carrow stated the afternoon can also be an issue. Mr. Hurlock stated there is a lot of traffic there. We need a traffic study done. Mr. Carrow also stated School Lane and Route 300 is also an issue. Mr. Hutson stated there have been a lot of traffic accidents there. Mr. Carrow wanted to thank Jeff and the Public Works crew for their assistance with Movie Night. He also wanted to thank Public Safety for their assistance during the evening of the event. Mr. Carrow wanted to remind everyone of the 911 Ceremony on Wednesday, September 11, at 7:00 p.m. at the Smyrna Fire House. Railroad Days will be on September 28 from 9:00 – 2:00. Ms. DeBenedictis asked to have the Public Power Week banner put up.

Adjournment

Mr. Carrow made a motion to adjourn the meeting. Mr. Smith seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:36 p.m.

Recording Secretary,

Sue Muncey