

## Council Meeting

April 9, 2018

7:00 p.m.

The council meeting of Mayor and Council was held on the above date and time with Council members Carrow, Smith, Dias and DeBenedictis present with Mayor Letterman presiding. Recording Secretary Sue Muncey, Captain Carl Hutson, Town Solicitor Scott Chambers, and Sandra DeLane 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** – Mr. Letterman led the Pledge of Allegiance.
3. **Approval of Minutes** –

*Mr. Carrow made a motion to accept the Council Meeting minutes from 03/12/18, the Budget Meeting from 03/15/18, and the Planning & Zoning Meeting from 03/28/18 in written form. Ms. DeBenedictis seconded the motion. Motion carried unanimously.*

4. **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.*

5. **Communications** – No communications

6. **Report of the Chief of Police** – Mr. Hutson stated the part-time police officer rode with Officer Bishop last week. He will start next week. Mr. Carrow asked about the status of the new police cars. Mr. Hutson stated they are currently getting the radios in. The State is backed up. Mr. Hutson stated he dropped off the equipment.

7. **Report of the Town Foreman** – Mr. Letterman stated Mr. Hurlock was excused from the meeting. No report.

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

9. **Report from Inspections/Enforcement** – Mr. Letterman stated the issue with a lot in Clayton Courts is ongoing.

### 10. Reports from Members of Council

- a. **Report from Electric Committee** – Ms. DeBenedictis stated we had no major issues with the last storm. For the Dump Road loss – we received two checks from the insurance company.
- b. **Report from Street Committee** – Mr. Smith had no report.

- 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.
- f. **Report from Police Committee** – Mr. Dias had no report.
- g. **Report from Budget Committee** – Mr. Smith had no report.
- h. **Report from Economic Development Committee** – Mr. Carrow had no report. Mr. Letterman asked about the bench placement. Mr. Carrow stated he has three places to put them (Old firehouse, East Street, and Main Street). Ms. DeBenedictis asked about putting one by town hall in the area of the flag pole. Mr. Carrow will speak to Mr. Hurlock about it.
- i. **Report from DEMEC** – Ms. DeBenedictis stated she and Sue went to a Communications Lunch & Learn on April 3 and discussed public power. On Wednesday, April 11, Sue will attend a utility collection class at DEMEC. On Thursday, April 12 Jeff and Mary Ellen will attend a meeting at DEMEC with DP&L. The Earth Day display is in the front lobby. This year will be on-line registration to win a gift certificate from Ronny's Garden World for \$89.95 for a tree or shrub. April 25<sup>th</sup> is DEMEC Day. In May there will be lineman pole training. The date has not been set. There will also be a Truck/Equipment show. The date has not been set. Mr. Letterman stated on April 19 there will be a meeting reference energy efficiency.
- j. **Report from Board of Adjustments** – Mr. Letterman had no report.
- k. **Report from Planning & Zoning Committee** – Mr. Letterman stated there will be a meeting on April 25 at 7:00 p.m. to discuss the comp plan. Linda Raab will be present to discuss ideas. From there it will go to Town Council for a public hearing.
- l. **Appeals Board** – Mr. Letterman had no report.

## 11. Unfinished Business

- a. No unfinished business.

## 12. New Business –

- a. **Request to be put on the Town Council Agenda – Sandra DeLane.** - Ms. DeLane spoke to Captain Hutson already. Everything is okay.
- b. **Discuss and Vote on Acting Director and Alternate Director to Represent the Town of Clayton at DEMEC.** - Mr. Letterman stated Jeff was put on as the Alternate Director but he does not have time to devote to this with his various duties. He suggested putting Sue back on. Per DEMEC's policy, this needs to go to Council to be voted on.

*Mr. Carrow made a motion to put Mary Ellen DeBenedictis as the Acting Director and Sue Muncey as the Alternate Director to represent the Town of Clayton at DEMEC. Mr. Dias seconded the motion. Motion carried unanimously.*

**13. Executive Session** – Stricken from the agenda.

**14. Motion to Reconvene** – Stricken from the agenda.

**15. Motion to Address Employee Disciplinary Matter/Personnel Matter** – Stricken from the agenda.

**16. Public Forum** – No comment from the public.

**17. Adjournment**

*Mr. Dias made a motion to adjourn the meeting. Mr. Smith seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:12 p.m.*

Recording Secretary,

Sue Muncey