

Council Meeting
July 13, 2020
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, Brockenbrough, and DeBenedictis present with Vice Mayor Dias presiding. Recording Secretary Sue Muncey, Town Foreman Jeff Hurlock, Chief Carl Hutson, Town Solicitor Scott Chambers, Jonathan Burnett, and Taylor Dixon 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** –

Mr. Carrow made a motion to accept the Council Meeting minutes of 06/08/20 and the Street Committee Meeting minutes of 06/24/20 in their written form. Mr. Brockenbrough 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 for June 2020. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

5. **Communications** – No Communications

6. **Report of the Chief of Police** – Mr. Hutson stated there were 322 calls for service, 151 traffic arrests, and 12 criminal arrests. On 06/01/20 First State Military Academy held their graduation with Chief Hutson, Lt. Scott, Lt. Rau, PFC Hibbert, PFC Andrews, and PFC Tull in attendance. Chief Hutson and Lt. Scott met with Katie Wood from Smyrna School District to discuss packet pick up at Clayton Elementary School on 06/04/20. Providence Creek Academy's graduation was 06/09/20. Lt. Rau, Cpl. Graham, PFC Hume, and PFC Andrews were in attendance. There were multiple protests in Dover and Camden during the month and various officers went down to assist. Officers worked special duty at the Walmart in Camden to provide extra security throughout the month. Mr. Hutson stated the new vehicle that was ordered in January will be delivered this week. Mr. Dias asked if we were getting rid of the old Charger. Mr. Hutson stated yes and the Durango.

7. **Report of the Town Foreman** – Mr. Hurlock stated an email was sent to Council today. The drinking water consumer confidence report has been completed and approved by the Office of Drinking Water. Mr. Hurlock asked Mrs. Muncey if this was posted on the website. She stated yes. Water operator license renewal has been completed and submitted. Artesian was having trouble maintaining capacity and requested we curtail taking water from them for a couple of

days. Mr. Hurlock stated he received a phone call from Artesian to shut the valve. Mr. Hurlock stated we have lost well #3. We need another well put in. This needs to be sooner than later. We can only treat 450 gallons per minute. Mr. Smith asked if we are running off of one well. Mr. Hurlock stated we have always taken from Artesian. We need to have a meeting. Mr. Smith asked if we need an additional well to keep up with capacity. Mr. Hurlock stated you cannot run one well constantly. It needs to rest. Mr. Smith asked about a redundancy system. Mr. Hurlock stated Artesian is. Water leaks on Clayton Avenue have been repaired with assistance from contractors. Rodney Street was repair by the town crew. New sewer line installed on Hudson Street by the town crew. A utility pole was hit on Wheatley's Pond Road. It was repaired by AUI with no outage. Mayor Dias and Mr. Hurlock met with the Town Solicitor to discuss the agreement for West Street alley. GFL will now be collecting recycle every Thursday at no extra charge starting in September. Mr. Hurlock has a meeting with the developer of Railroad Square to discuss the pending site plan application for apartments. This will be forwarded to the Planning Committee. Mr. Hurlock stated we will need a Street Committee Meeting with the town engineer to discuss the MS-4 application. The state has a new director and they could pull the five year waiver. Our discharge for storm water goes into the Smyrna River. There is a teleconference meeting on Friday. It is a long-drawn process. Mr. Hurlock stated Sue and Kelly will be working on this project. Mr. Hurlock stated he is working with the town engineer for a water line extension under the railroad from the biodiesel plant to Bassett Street in the area of the bus lot. If we run a water pipe underneath the railroad by the biodiesel plant it could run 1,000 gallons per minute giving us redundancy. Mr. Hurlock stated he would get a cost estimate to design and bid. We could do in a couple different phases. Oventions and Grain Mill Station are still progressing on schedule. For Oventions the water/sewer lines are in. The electric is mostly in.

8. Report of the Town Solicitor – Mr. Chambers had no report. Mr. Chambers introduced his new summer law clerk, Taylor Dixon.

9. Report from Inspections/Enforcement – Mr. Hurlock had no report.

10. Reports from Members of Council

a. Report from Electric Committee – Ms. DeBenedictis asked if DP&L replaced a transformer. Mr. Hurlock stated yes a 138 to a 25,000. Mr. Hurlock stated DP&L has requested that we get off their line on Bassett Street in 2021.

b. Report from Street Committee – Mr. Smith stated a Street Committee Meeting will be set up coordinating it with Carrie.

c. Report from Water & Sewer Committee – Mr. Brockenbrough had no report.

d. Report from Equipment Committee – Mr. Smith had no report. Mr. Hurlock stated they are in the market for a dump truck. They have not seen anything on the state site. Kelly looked at public sites and saw one for about \$30,000.

e. Report from Personnel Committee – Mr. Carrow had no report.

- f. Report from Public Safety Committee** – Mr. Dias stated there is a Public Safety Meeting scheduled for Wednesday at 6:30 p.m.
- g. Report from Budget Committee** – Mr. Smith stated he will schedule a meeting next month to start reviewing the 2021 budget. Mr. Smith stated everyone has a report of all the current outstanding utility balances due to COVID-19. We have a total of about \$33,000 outstanding. The last column shows the total amount owed divided by five. When the Governor lifts the State of Emergency the customer will have to pay their current bill in full plus the additional in the last column to keep from being disconnected.
- h. Report from Economic Development Committee** – Mr. Carrow stated the ceremony for Clayton Veterans Park will be 08/01/20. Movie night will be on 07/31/20. We will push social distancing issues. Mr. Carrow wanted to share recognition received by Clayton businesses. This was for the Best in Delaware, best in their field. The winner for Best Desserts was Kee’s Cookies & Cupcakes. Best Local Coffee Shop was If Heaven Had a Flavor. Best Dance Studio was Providence Creek Academy Ballet Theater. Best Heating & A/C was Barkley Heating & Air. Best Oil/Propane Delivery Service was Southern States of Clayton. Best Day Camp was Providence Creek Academy. Best Florist was Floral Events by Sherri. Best Bakery was Kee’s Cookies & Cupcakes. Best Lawn Equipment Store was Atlantic Tractor of Clayton. The runners up were as follows: Best Desserts was If Heaven Had a Flavor, Best New Restaurant was If Heaven Had a Flavor, Best Public School was Providence Creek Academy, and Best Pizza was Parma Pizza. Ms. DeBenedictis stated Kee’s is opening another shop in New Castle.
- i. Report from Downtown Development Rebate** – Ms. DeBenedictis submitted the first yearly report. She stated JJ is working on several projects. Ed is working on the old Clements building.
- j. Report from DEMEC** – Ms. DeBenedictis stated renewable energy surpassed coal since 1885. Senator McDowell has retired. The municipalities were not asked to participate for their input on what the bill needs to say. DEMEC is working on a new strategic plan.
- k. Report from Board of Adjustments** – Mr. Hurlock had no report.
- l. Report from Planning & Zoning Committee** – Mr. Hurlock stated he had a meeting with the developer of Railroad Square and they are working on a new site plan application.
- m. Appeals Board** – Mr. Hurlock had no report.
- n. Charter Committee** – Mr. Dias had no report.

11. Public Forum – No comments from the public.

12. Unfinished Business – No unfinished business.

13. New Business –

- a. Discuss and Vote on COVID-19 Policy** – Mr. Smith stated everyone was given a policy. Mr. Smith read the policy. Ms. DeBenedictis asked shouldn't they have two negatives before they can come back? Mr. Carrow asked the 14-day quarantine is if they are positive? Mr. Smith stated yes. Mr. Carrow stated he knows of places doing two negatives. Mr. Brockenbrough stated it reads test every three days until negative. Mr. Brockenbrough stated the word underlined should state underlining. Mr. Brockenbrough proceeded to say it states to test on the 12th day to see if negative. If not, test on the 15th day and every three days until the employee has two negative tests.

Ms. DeBenedictis made a motion to accept the Town of Clayton COVID-19 policy. Mr. Smith seconded the motion. Motion carried unanimously.

- b. Discuss and Vote on Clayton Veterans Park Resolution** – Mr. Carrow stated a resolution was prepared to name the park on 08/01/20. Ms. DeBenedictis read the resolution in its entirety.

Mr. Carrow made a motion to accept the Resolution for Clayton Veterans Park. Mr. Smith seconded the motion. Motion carried unanimously.

Mr. Smith stated he wanted to thank Sue for preparing proclamation for all the senior graduates in the Smyrna/Clayton area. Proclamations were prepared for First State Military Academy, Polytech High School, and Smyrna High School.

Adjournment

Mr. Smith made a motion to adjourn the meeting. Mr. Carrow seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:30 p.m.

Recording Secretary,

Sue Muncey