

Council Meeting

May 10, 2021

7:00 p.m.

The council meeting of Mayor and Council was held on the above date and time with Council members Smith, Carrow, DeBenedictis, and Burnett present with Mayor Dias presiding. Recording Secretary Sue Muncey, Town Foreman Jeff Hurlock, Chief Carl Hutson, Town Solicitor Scott Chambers, Sean Valentine, P. Brooks Banta, John Pridemore, Joanne Masten, Daniel Hume, Bruce Graham, Harvey Scott, Kevin Fox, Jeff Lightcap, Charlotta Valentine, Ludwig Valentine, G. Valentine, Kim Paoli, Philip Bishop, Olivia Smith, Donna Smith, Gina Green, Jon Andrews, Kevin Wilson, Christine Letterman, and David Letterman 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 04/12/21, the Personnel Meeting minutes of 04/15/21, and the Electric Committee Meeting minutes of 04/28/21 as presented in their 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 Reports for April 2021 as presented in the email sent out. Mr. Carrow seconded the motion. Motion carried unanimously.

5. **Communications** – No communications.
6. **Report of the Chief of Police** – Mr. Hutson stated there were 265 calls for service, 200 traffic arrests, and 23 criminal arrests. Mr. Hutson and Christine Letterman attended a zoom training class for Grant Management. PFC Fox went to taser training and is now a certified instructor. Lt. Scott attended drone training school. Cameras are up and running. It can be accessed by the phone and computer.
7. **Report of the Town Foreman** – Mr. Hurlock stated the Public Works crew is attending web-based safety and water operator classes at the new shop on a weekly basis. The house at 306 Main Street was recently purchased. The Code Enforcement Officer is working with new owner to bring building into compliance. The landlord has tenants lined up for upstairs and downstairs. Notices have been sent out to property owners for high vegetation around town. Mr. Hurlock is still waiting for more guidelines on the federal rescue grant. Ovatons and Old Country Farm have

started their next phase of construction. Railroad Square Apartments has lift station and electrical construction plans approved by consultants for the town.

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

9. Report from Inspections/Enforcement – Mr. Hurlock stated we are busy with permits.

10. Reports from Members of Council

a. Report from Electric Committee – Ms. DeBenedictis stated Milford has lost several linemen to DP&L and Delaware Electric Coop. DEMEC has reached out to its members. Ms. DeBenedictis stated Marge from DP&L is retiring. Neil and Doug will be her replacements.

b. Report from Street Committee – Mr. Smith had no report.

c. Report from Water & Sewer Committee – Mr. Burnett stated we are moving forward. We are working to schedule a meeting the week of the 17th.

d. Report from Equipment Committee – Mr. Smith had no report.

e. Report from Personnel Committee – Mr. Carrow stated they have hired a replacement for the Public Works vacancy. He starts on the 17th. The job description for the town manager has been posted. It will run from May 1 – June 15. Mr. Carrow stated he will send weekly updates. We will make a decision on what we get and then start the process. Mr. Carrow stated it will be a long process. The decision will probably be made around the end of the year. Mr. Hurlock stated the Public Works employee will be leaving the end of June.

f. Report from Public Safety Committee – Mr. Dias had no report.

g. Report from Budget Committee – Mr. Smith had no report.

h. Report from Economic Development Committee – Mr. Carrow stated the first movie night will be May 21st. It will be on the corner of S. Bassett Street and Smyrna Avenue. The 2nd movie night will be the end of August, and the 3rd movie night will be the beginning of October. Mr. Carrow stated the flag pole for the park will be starting soon.

i. Report from Downtown Development Rebate – Ms. DeBenedictis stated 306 Main Street has been purchased. Improvements have been made. He is interested in DDD money.

j. Report from DEMEC – Ms. DeBenedictis stated DEMEC will be doing a rate study in May/June. They have hired a consultant to look into broadband. Mr. Burnett stated broadband has \$3.2 billion available. It is for the financially hurt. It provides a discount of up to \$50 per month toward broadband service for eligible households. The benefit also provides up to a \$100 per household discount toward a one-time purchase of a computer, laptop, or tablet. Ms. DeBenedictis stated DEMEC has refinanced their bonds. The proceeds funded the 2011 bond. A virtual meeting will be scheduled in June during the evening. Ms.

DeBenedictis stated we have been invited to the RP3 program. More is to come. Solar projects senate bill – DEMEC has been exempt from this bill. The bill includes megawatts. They wanted five but compromised to four. DEMEC has 27,451 KWh in solar. We have panels on the firehouse, and we are putting panels on the Public Works building.

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

l. Report from Planning & Zoning Committee – Mr. Hurlock had no report.

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

n. Law and Legislature Committee – Mr. Dias had no report.

11. Public Forum – No response from the public.

12. Unfinished Business – No business.

13. Swearing in of Town Council Members – The Honorable Kevin Wilson swore in the following council members: William Carrow II, Nick Smith, and Sean Valentine.

a. Election of Officers

Mr. Smith asked if we had a nomination for Mayor.

Mr. Burnett made a motion to nominate Nick Smith. Mr. Carrow seconded the motion. Motion carried unanimously.

Mr. Smith asked if we had a nomination for Vice Mayor.

Ms. DeBenedictis made a motion to nominate William Carrow. Mr. Burnett seconded the motion. Motion carried unanimously.

Mr. Smith asked if we had a nomination for Secretary.

Mr. Carrow made a motion to nominate Mary Ellen DeBenedictis. Mr. Smith seconded the motion. Motion carried unanimously.

Mr. Smith asked if we had a nomination for Treasurer.

Mr. Carrow made a motion to nominate Sean Valentine. Mr. Burnett seconded the motion. Motion carried unanimously.

Mr. Smith asked if we had a nomination for Assistant Treasurer.

Mr. Carrow made a motion to nominate Jonathan Burnett. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

- b. Appointment of Committees** – Mr. Smith gave out a proposed list of the committees. Mr. Smith read the list in its entirety. Mr. Smith stated there is an open seat on the Board of Adjustment Committee.

Mr. Carrow made a motion to accept the committee list as presented. Mr. Burnett seconded the motion. Motion carried unanimously.

14. New Business

- a. Presentation to Retired President of Kent County Levy Court – P. Brooks Banta**

Mayor Dias read the resolution to Mr. Banta in its entirety. Mr. Wilson gave Mr. Banta a presentation from the Clayton Fire Company. Mr. Banta thanks everyone for the presents. Mr. Banta stated he has 60 years of service to the public. Mr. Carrow thanked Mr. Banta. He stated he was a mentor. Mr. Carrow stated Mr. Banta kept a journal of all the phone calls he received.

- b. Presentation to Outgoing Mayor Alexander Dias**

Mr. Smith read the resolution to Mayor Dias in its entirety. Mr. Hutson presented Mayor Dias with a plaque from the Clayton Police Department. Mr. Carrow thanked Mayor Dias for leading the town. He stated he will always be a part of the office.

- c. Discuss and Vote – Application for Public Grant – Boys and Girls Club**

Ms. DeBenedictis read the letter from the Boys and Girls Club in its entirety. Mr. Smith stated they are requesting a grant of \$2,000. Mr. Carrow asked if this is on the normal list of donations. Mr. Smith stated no.

Mr. Carrow made a motion to grant the donation to the Boys and Girls Club in the amount of \$2,000. It needs to be discussed at the next budget meeting to help them out yearly. This is a way we can help our young people. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

- d. Discuss and Vote – Hazard Mitigation Plan Adoption**

Ms. DeBenedictis read the resolution in its entirety.

Mr. Carrow made a motion to accept the Hazard Mitigation Plan Adoption Resolution. Mr. Valentine seconded the motion. Motion carried unanimously.

15. Adjournment

Mr. Smith asked for a motion to adjourn.

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

Recording Secretary,

Sue Muncey