

Council Meeting

April 12, 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, Jeff Lightcap, John Pridemore, and Jeff Henderson 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 03/08/21 and the Personnel Meeting minutes of 03/18/21 as presented in their written form. Mr. Burnett 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 March 2021 as presented in the email sent out. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

5. Communications – Ms. DeBenedictis read the letter addressed to Clayton Town Hall and the Clayton Police Department from the Special Services Office of the Smyrna School District dated 03/29/21.

6. Report of the Chief of Police – Mr. Hutson stated there were 389 calls for service, 7 traffic accidents (this is up), 290 traffic arrests, 57 parking tickets, and 20 criminal arrests. Chief Hutson, Lt. Scott and Lt. Rau attended Guardian Tracking Training via Zoom on 3/2/21. Everyone has been CPR certified. Chief Hutson and Lt. Scott attended a news conference for Autism Awareness in Cheswold. Christine Letterman attended Grant Management Training via Zoom on 3/30 and 3/31/21. The camera system is up and running. We can currently view from our phones. We need to link the Public Works Building to the Police Building. Mr. Hutson wanted to make everyone aware of National Dispatchers Week. Mr. Carrow has been a dispatcher for 30+ years and wanted to commend him for his service. Mr. Dias asked about the camera in the park of Providence Crossing. Mr. Hutson stated he is discussing with Mr. Hurlock a location for the pole and lines.

7. Report of the Town Foreman – Mr. Hurlock stated five (5) new home permits were issued last week. There were a couple of sink holes that opened up in the area of the sewer line problems on Duck Creek Road and Wilson Avenue. The two (2) employees who did not have their CDL

licenses passed the written portion of the test. They have to wait 14 days to take the driving portion of the test. Yard waste is picked up every Monday and Thursday with the new truck. Mr. Dias asked if the yard waste pickup is faster with the new truck. Mr. Hurlock said no it has slowed them down some. Mr. Hurlock stated he has reached out to the high school to look for school kids to work part time. Mr. Hurlock stated the yard waste ordinance needs to be updated. He stated they should have it ready to send to a committee next month. Lenape Builders will be opening up another 25 lots in Old Country Farms. Mr. Hurlock stated he has a meeting with the electrical consultant on 4/13/21 to start designing the electric layout for Railroad Square. Public Works staff is starting to participate in Zoom and web-based safety and water operator training in the new conference room. He invited everyone to the Public Works Building for meetings. They have the training booked for the next two (2) months with meetings. Mr. Hurlock thanked JJ for his help with this. Mr. Hurlock stated he emailed the latest on the rescue fund act. Every one that he sees he is forwarding. It is projected that we will receive \$1.7 million. We are waiting on the final guidelines from the Treasury.

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

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

10. Reports from Members of Council

a. Report from Electric Committee – Ms. DeBenedictis asked to have an Electric Committee Meeting set up to discuss the AMI project. Ms. DeBenedictis stated Biden discussed a \$1 billion power infrastructure. This not the same as what Jeff was discussing. This month for disconnects – there were only 13. The girls called everyone. She wanted to thank the staff.

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

c. Report from Water & Sewer Committee – Mr. Burnett stated Artesian had questions. I provided them with documents and numbers. The water was increased to 100,000 per day. This takes the load off the arsenic. Ms. DeBenedictis asked if there was a spreadsheet with numbers. Mr. Burnett stated when we have the meeting that information will be handed out. He recommends that everyone attend the meeting when it is scheduled.

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

e. Report from Personnel Committee – Mr. Carrow stated a Personnel Committee Meeting is scheduled for Thursday, 3/15/21 to discuss the Town Manager position. We took three job descriptions and incorporated them into one. We will try to finalize at the meeting. Mr. Carrow stated we are moving forward on the Public Works applications. There are six to eight good ones. Interviews will be set up.

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

g. Report from Budget Committee – Mr. Smith had no report. He requested a meeting be scheduled in May.

- h. Report from Economic Development Committee** – Mr. Carrow stated we will be doing Movie Night again this year. The first one will be Friday, 5/21/21. The second one will be in August. The third one will be scheduled for the first Saturday in October.
- i. Report from Downtown Development Rebate** – Ms. DeBenedictis had no report.
- j. Report from DEMEC** – Ms. DeBenedictis stated DEMEC finished their bond refunding.
- 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. New Business

- a. Discuss and Vote on the Drug Policy** – Mr. Smith stated everyone read the policy. There was no issue.

Mr. Smith made a motion to accept the Town of Clayton Drug and Alcohol-Free Workplace Policy as presented in its written form. Mr. Carrow seconded the motion. Motion carried unanimously.

- b. Discuss and Vote on Annual Registration of Vacant Buildings and Registration Fees**
 - Ms. DeBenedictis stated the ordinance needs to go to Scott for review. We need to change Town of Smyrna to Town of Clayton. She stated she wrote down the vacant buildings. There are seven or eight. We need to make people accountable for their building. The fines would go to the façade grant program. Mr. Carrow stated it is a \$2,500 grant. The residents would have to produce receipts. It is only for the outside of the building that is facing the street. Mr. Burnett had a question. He stated Section N stated the wording says it is used to bring the property into compliance. Should this be changed to the façade grant program before it is voted on? Mr. Smith stated it needs to go to the Downtown Development Committee and then to Scott.

c. Discuss and Vote on Veterans Park Use Form – Mr. Carrow stated this is a park permit. He stated he has been contacted to use for events. Mr. Carrow stated he put in writing and sent to the insurance company and the attorney for review. What everyone sees now has been approved by both. An indemnify and hold harmless clause has been added. The application would go through Public Safety, the Town Manager, and Public Works for approval. Mr. Burnett asked about the verbiage use of area. Mr. Carrow stated they would have access to the entire park. We received State and County funds for this project. It must be used for the public.

Mr. Carrow made a motion to accept the Application and Use of Clayton Veterans Park as presented. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

d. Discuss and Vote on Installing Solar Panels on the Public Works Building – Ms. DeBenedictis stated she got quotes for the panels for the Public Works Building. Sixteen panels would be \$17,000 and 211 panels would be \$194,000. We could use the Green Energy Fund. Mr. Smith stated he doesn't know if it will qualify in the rescue plan. Mr. Burnett asked if the Green Energy Fund money has a time limit. He suggests using community solar – put on the ground vs. a roof. Mr. Smith stated this needs to be added to the agenda for the Electric Committee Meeting. Ms. DeBenedictis stated Kimberly stated it would qualify as community solar. Mr. Burnett stated he has concerns putting it on the building.

14. Adjournment

Mr. Dias asked if there was any further business. Mr. Dias asked for a motion to adjourn.

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

Recording Secretary,

Sue Muncey