



**Clayton Town Council Meeting
March 14, 2022
7:00 p.m.**

The Council Meeting of Mayor and Council was held on the above day and time with Council members Mary Ellen DeBenedictis, Skip Carrow, and J.J. Burnett present with Mayor Nick Smith presiding. Chief Carl Hutson, Town Solicitor Gary Junge, Ginger Barkley, Ryan Paisley and Christine Letterman were also in attendance. Councilman Sean Valentine and Town Foreman Jeff Hurlock were excused absences.

- 1. Call to Order** - Mr. Smith called the meeting to order at 7:00 p.m.
- 2. Pledge of Allegiance** – Chief Hutson led the Pledge of Allegiance, which was followed by a moment of silence.
- 3. Approval of Minutes** –

Mr. Carrow made a motion to accept the minutes from the Council Meeting held on February 14, 2022 and the minutes from the Budget Committee Meeting held on February 22, 2022 as presented in written form. Mr. Burnett seconded the motion. The motion carried unanimously.

- 4. Approval of Income and Expense Report** –

Ms. DeBenedictis made a motion to accept the Income & Expense Reports from January 2022 and February 2022 in written form. Mr. Burnett seconded the motion. The motion carried unanimously.

- 5. Communications** – We received a thank you card for the \$3000 donation to the Smyrna/Clayton July 4th Foundation for their annual fireworks display written by Joanne Masten.
- 6. Report of the Chief of Police** – We had 330 complaints and calls for service, 117 traffic arrests and 15 criminal arrests. Three of our officers went to assist Special Olympics for the Polar Bear Plunge requested by Rehoboth. Several of our officers took a refresher course for defensive driving. Cpl. Hibbert is the state instructor for that and we take it every three years. Four of our officers went to Clayton Elementary School for the Read-A-Loud Program on February 28th. Last week the Criminal Justice Council approved our grant and we are waiting on the check from that we expect it in the next couple of weeks.

7. **Report of the Town Foreman** – No report. However, with services tomorrow Artesian Water will be on standby at the water treatment plant all day. The Town of Smyrna will cover issues with electric. Smyrna Police Department will cover for Clayton Police Department from 0600-1600. Melissa did email a report out to everyone to let them know what is going on.
8. **Report of the Town Solicitor** – No report.
9. **Report from Inspections/Enforcement** – No report. Melissa sent out a report via email.
10. **Report from Members of Council**
 - a. **Report from Electric Committee** – No report.
 - b. **Report from Street Committee** – No report.
 - c. **Report from Water & Sewer Committee** – The Town Manager met with our consulting engineer. We're still waiting for a time line for bid proposals to put together. It will possibly be 6-8 weeks to finish that. Mayor Smith spoke with Sharon last week to request to get the slip line out first because she feels she can get that done quickly. The others will follow after they get done their internal review. Railroad Square Apartments will start soon.
 - d. **Report from Equipment Committee** – No report.
 - e. **Report from Personnel Committee** – No report.
 - f. **Report from Public Safety Committee** – No report.
 - g. **Report from Budget Committee** – No report.
 - h. **Report from Economic Development Committee** – No report.
 - i. **Report from Downtown Development District Rebate** – No report.
 - j. **Report from DEMEC** – No report. The meeting is tomorrow and Ms. DeBenedictis will not be there.
 - k. **Report from Board of Adjustments** – No report.
 - l. **Report from Planning & Zoning Committee** – No report.
 - m. **Appeals Board (Building Code)** – No report.
 - n. **Law & Legislature Committee** – No report.
11. **Public Forum** – Ginger Barkley still has parking issues on Rt. 300. Chief Hutson said he will have a sign made that says cars will be towed. However, there is a form that needs to be filled out in advance according to Mr. Burnett. The tow company needs to know the vin number and description of the vehicle in order for them to pick it up. Just text or fax the form to them. Call the police if there is any confrontation. Ms. Barkley was at the meeting in March where they discussed making that stretch of the road no parking. Someone had to reach out to Del Dot. She has tried but they say call the Town of Clayton or the Town of Smyrna. Mayor Smith had discussed the issue with John and he will make the commitment to follow through with that. Lt. Scott reached out to Del Dot, but we don't know the outcome. Ms. Barkley stated that she would like to help out with movie night. Mr. Carrow said we have three movies a year, but maybe we can get some music one night and thanked her for the offer.
12. **Unfinished Business** – There was no unfinished business.

13. New Business – All new business has been stricken from the agenda and will be put on next month's agenda.

14. Adjournment – Mr. Burnett made a motion to adjourn. Mr. Carrow seconded the motion. The meeting was adjourned at 7:09.

Respectfully submitted,

Christine Letterman, CMC