

Council Meeting
April 11, 2022
7:00 p.m.

The Council Meeting of Mayor and Council was held on the above date and time with Council members Valentine, Burnett, Carrow, and DeBenedictis present. Mayor Smith was presiding. Recording Secretary Kelly Brown, Town Foreman Jeff Hurlock, Chief Carl Hutson, Alex Dias, Ryan Paisley, Jeff Lightcap, Dave Ross, Kim Pridemore, and Robert Cote were also in attendance.

1. **Call to Order** - Mr. Smith called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – Mr. Burnett led the Pledge of Allegiance.
3. **Candidates for Election** – Mr. Smith announced the following as candidates for the Town Election that is to be held on April 26, 2022. The following candidates are: Mary Ellen DeBenedictis, Charles Kelchner, Ryan Paisley, Sara Poore, and Carlton Thompson.
4. **Approval of Minutes** –

Mr. Carrow made a motion to accept the Council Meeting minutes of 03/14/22 as presented in their written form. Mr. Burnett seconded the motion. Motion carried unanimously.

5. **Approval of Income and Expense Report** –

Mr. Burnett made a motion to accept the Income & Expense Report for March 2022. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

6. **Communications** – Ms. DeBenedictis read a letter of appreciation from Mary McKnitt for the front office staff when she recently had a water leak. A thank you letter from Kim Pridemore was read as well.
7. **Report of the Chief of Police** – Mr. Hutson stated there were 410 calls for service. He stated Officer Scott attended the Walmart Safety Meeting regarding the truck backup on Route 300. PFC Fox attended Interrogation School and Lieutenant Rau updated his Firearms Training. On March 13th the department assisted with the St. Patrick's Day Parade. On Saturday, April 9, 2022 the new key fobs were installed and will be handed out.
8. **Report of the Town Foreman** – Mr. Hurlock stated we are having supply chain issues. Transformers have been on order since June 2021. There should be enough for Ovations but Old Country Farm may have to wait until July. There are additional ways the existing transformers could supply the new homes, but it would only be temporary and it is recommended that the

builder pay the additional cost. Mr. Carrow asked if we had one dealer or do we shop around. Mr. Hurlock stated we shop around. Mr. Burnett asked could we possibly trade with another company. Mr. Hurlock said everyone is in the same position and Delaware Electric Coop. uses a different voltage. Mr. Hurlock stated due to the rising cost of materials, we raised our underground electric by \$100.00. Mr. Hurlock stated that Melissa has been reading the water ordinance and it states if a meter is inaccessible we must first send a door hanger, then write a letter, and if the resident doesn't comply we can disconnect the water. Mr. Hurlock also stated that in case something goes wrong with the sale of the water himself Dave Ross and Gary Faulkner have been recertified.

9. Report of the Town Solicitor – No report.

10. Report from Inspections/Enforcement – Mr. Burnett stated that Melissa has been gathering the information for the imports regarding the new software. Mr. Carrow asked would we have this by July, and Mr. Burnett responded much sooner than that. He stated we would also be able to use the system for permitting as well. Mr. Hurlock stated we will also be getting ready to adopt the 2018 Building Code. Mr. Burnett stated tiny houses are allowed in the 2018 code. Are we going to allow this? If so, we would also need to update the ordinance. Mr. Hurlock stated it would need to go to Planning & Zoning first.

11. Reports from Members of Council

a. Report from Electric Committee – Ms. DeBenedictis had no report.

b. Report from Street Committee – Mr. Valentine had no report. Mr. Hurlock stated Representative Carson funded a sidewalk between Main St. and Smyrna Ave. to be fixed. The amount given was \$25,000.00. Mr. Hurlock stated the bid came back at \$5,256.00. Representative Carson told us to keep the money so we are financing little street projects to use up that money. Ms. DeBenedictis asked if we could do the sidewalk on Main St. in front of the school. Mr. Hurlock stated we would need to do the whole sidewalk.

c. Report from Water & Sewer Committee – Mr. Burnett stated Artesian should have all the info that we need to do the import and export every month. We have done a sample and everything looks good. Mr. Smith stated we submitted a joint application with the PSC for approval of the sale. There are some additional items they are waiting for.

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

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

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

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

- h. Report from Economic Development Committee** – Mr. Carrow stated we had some response from Kent County MPO regarding a parklet. This is where you take a parking space and turn it into a sitting area with tables and flower boxes. Mr. Carrow said we are looking by Main and Bassett St. Mr. Carrow met with I3A to get a tentative cost. We did not make the first deadline, however if it re-opens we will apply. Mr. Carrow stated he would like to see it made portable so if there were storms we could take it down.
- i. Report from Downtown Development Rebate** – Ms. DeBenedictis stated Sue had a phone call from someone that was interested but there has been no further communication.
- j. Report from DEMEC** – Ms. DeBenedictis stated DEMEC purchased some property to create a training facility. Ms. DeBenedictis said DEMEC is requesting donations of poles and wires from municipalities. Mr. Hurlock stated we have some items that we could donate.
- 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. Smith had no report.

12. Public Forum –

Jeff Lightcap wanted to thank the entire town for their support and help with John’s service. Kim Pridemore wanted to thank everyone from the town for support, meals, and a special thank you to the Mayor for everything you have done.

13. Unfinished Business – No unfinished business.

14. New Business

- a. Discuss and Vote on new Town Auditor.** Mr. Smith stated this will be tabled until the meeting in May.
- b. Discuss and Vote on Evaluation of Force Water Main from the Treatment Plant to the Town of Smyrna.**
Kelly Brown read the resolution.

A motion was made by Mr. Carrow to accept the Force Water Main resolution. This was seconded by Mr. Burnett. Motion carried unanimously.

- c. **Discuss and Vote on MS-4 Matching Grant Application for Surface Water.**
Kelly Brown read the resolution.

A motion was made by Mr. Burnett to accept the MS-4 Matching Grant. This was seconded by Ms. DeBenedictis. Motion carried unanimously.

15. Motion to Adjourn into Executive Session to Consider a Personnel Matter

Mr. Smith made a motion to adjourn into Executive Session. This was seconded by Mr. Carrow. Motion carried unanimously.

16. Motion to Reconvene

Mr. Carrow made a motion to reconvene into Regular Session. This was seconded by Mr. Burnett. Motion carried unanimously.

17. Motion to Address Personnel Matter

Mr. Burnett made a motion to re-establish the contract with ET Cleaning. If she chooses not to accept, the Town will pay her for 30 days' wages. Motion was seconded by Mr. Valentine. Motion carried unanimously.

18. Adjournment

Mr. Carrow made a motion to adjourn. Ms. DeBenedictis seconded the motion. Motion carried unanimously. Meeting adjourned at 7:53 p.m.

Recording Secretary,

Kelly Brown