



AGENDA

Regular Council Meeting of the Clayton Council

Council Chambers

414 Main Street, Clayton, DE

Monday, December 11, 2023

7:00 p.m.

As a courtesy to others, please turn off/silence all mobile devices during the Town Council Meeting.

- 1. Call to Order**
- 2. Pledge to the Flag**
- 3. Determination of a Quorum**
- 4. Approval of Minutes**
 - a. Council Meeting – November 13, 2023
 - b. Law & Legislature Meeting – November 7, 2023
- 5. Approval of Income and Expense Report – November 2023**
- 6. Communications**
- 7. Report of the Chief of Police**
- 8. Report of the Town Manager**
- 9. Report of the Town Solicitor**
- 10. Reports from Members of Council**
 - a. Report from Electric Committee – DeBenedictis, Carrow, Paisley, Flatter, Burnett
 - b. Report from Street Committee – Carrow, Paisley, Spencer, Pedigo
 - c. Report from Sewer & Storm Water Committee – Flatter, Carrow, Paisley, Burnett, Pedigo
 - d. Report from Equipment Committee – Paisley, Carrow, Flatter, Spencer
 - e. Report from Personnel Committee – Flatter, Carrow, DeBenedictis
 - f. Report from Public Safety Committee – Smith, Flatter, Paisley, A. Carrow, Stinson
 - g. Report from Budget Committee – Flatter, DeBenedictis, Smith, Carrow, Paisley
 - h. Report from Economic Development Committee – Carrow, Burnett, Ide, Thomas, Young
 - i. Report from Downtown Development District Rebate – DeBenedictis, Paisley
 - j. Report from DEMEC – DeBenedictis, Cote (Alternate)
 - k. Report from Board of Adjustments – Petro, Kennedy, Thompson, Cimaglia, Collins
 - l. Report from Planning & Zoning Committee – Brockenbrough, Stover, Ruppert, Getty, Burnett
 - m. Appeals Board (Building Code) – Jones, Watts, Ide
 - n. Law & Legislature Committee – Paisley, Smith, Carrow, Flatter, DeBenedictis
- 11. Public Forum – *Each resident will have three (3) minutes to make a comment on their subject matter.***

12. Unfinished Business

- a. **Discuss and Vote on Ordinance #2023-09 – An Act to Amend Article 2.2-3 of the Clayton Municipal Code Related to Control of Vegetation. (RP)**
- b. **Discuss and Vote on Ordinance #2023-11 – An Act to Amend Article 2.2-4 of the Clayton Municipal Code Related to Depositing of Grass Clippings or Other Lawn and Garden; Material in the Streets, Alleys and Sidewalks. (RP)**
- c. **Discuss and Vote on Ordinance #2023-17 – An Act to Amend Article 2.4 of the Clayton Municipal Code Related to Annual Registration of Vacant Buildings and Registration Fees. (RP)**
- d. **Discuss and Vote on Ordinance #2023-21 – An Act to Amend Article 7.1-2.4 Related to Rate of Tax. (RP)**
- e. **Discuss and Vote on Section 4 – Vacation – of the Employee Handbook. (RC)**

13. New Business

- a. **Discuss and Vote on entering into contract with the University of Delaware, Institute for Public Administration to perform a Full Update of the Town’s Comprehensive Plan. (RC)**
- b. **Discuss and Vote on the Town’s Electric Utility Rate Relevelization for FY’24 due to an increase in the wholesale rate from the Delaware Municipal Electric Corporation. (DEMEC) (RC)**
- c. **Discuss and Vote to accept the Town Engineer’s (Verdantas) Recommendation to Award Project Number 15534, Town of Clayton Wastewater Collection System Repairs (Phase II) (RC)**
- d. **Discuss and Vote to collaborate with the Smyrna School District and sponsor a local family-in-need for the 2023 Holiday Season. (RC)**
- e. **Discuss and Vote to provide a donation to the Smyrna-Clayton Pop Warner (SCPW) Youth Football Program (RC)**

14. Motion to Adjourn into Executive Session to Consider a Personnel Matter Pursuant to 29 Del.C §10004(b)(8) and (9).

15. Motion to Reconvene into Regular Session.

16. Discuss and Vote on Action Taken in Executive Session.

17. Adjournment

In accordance with 29 Del.C §10004 (C) (2), this agenda was posted at least seven (7) days in advance of the meeting. This agenda is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the meeting. Agenda items listed may be considered out of sequence.

Note – If special accommodations are needed, please contact the Town Hall at (302) 653-8419 at least 72 hours in advance of the meeting. If a translator is needed, please give the Town ten (10) days' notice.