



Mid-Month Council Meeting Minutes August 19, 2015

7:00 pm - Meeting

I. Call to Order: 7:01 pm

II. Opening Ceremonies

- a. Roll Call: Mayor Jermaine Hatton, CM John Ness, CM Rudy Sutton, CW Cindy Cook, TA Fred Townsend, TE Owen Hyne, TM Dawson Green, TC Cathy Beaver
- b. Recognition of Visitors: Al Harrington and Dwain Haines
- c. Pledge of Allegiance: Pledge was said
- d. Announcements: Town Hall closed 9/7/15 for Labor Day.
 - Mayor Hatton said he was a judge at the Peach Festival on Saturday, they had a great turnout.
 - Scott Sussi, the Limo Guy volunteered to help us get the word out about our 10th Anniversary parade and fair 9/26/15.
 - Roxanne from the Chamber of Commerce also said she will help advertise our parade and fair for free on the chamber web page. Roxanne also invited Townsend to participate in the October Delaware Today magazine article on Tuesday, 9/29/15 from 11:00 am – 2:00 pm. Rather than talk about the Chamber only, she is opening the article up to all 3 Towns in MOT to put some blurbs in.
 - Connie Miller, who organizes the Peach Festival yearly volunteered to assist in any way she can. Will send their contact information to CW Gorman and CW Cook.

III. Additions/Deletions to Published Agenda

- a. CM Ness motioned, CM Sutton seconded with unanimous vote to accept the agenda as posted.

IV. Council Minutes

- a. Approval of July 22, 2015 Mid-month minutes
 - CM Ness motioned, CM Sutton seconded with unanimous vote to approve as written.
- b. Approval of August 5, 2015 Council minutes
 - CM Ness motioned, CM Sutton seconded with unanimous vote to approve as written.
 - Mayor Hatton listened to the minutes from the 8/5/15 Council meeting and applauded CM Ness for doing a good job conducting the meeting. There were a lot of questions and comments thrown out there. Mayor Hatton also apologized for putting CM Ness in that position.

V. Mayor's Report

- a. Kids are getting ready to go back to school.
- b. The building on the corner of Rt. 71 and Pine Tree is for sale, it is under contract, third contract in last 6 months. First guy couldn't find a retail store that wanted to go there; the second one had issues with financing. This one is very gung ho per the realtor; they have 105 days from the date of the contract to do something and a deal is struck to open a business on the property. Otherwise the bank can assume the property and it could sit idle. We really don't want that corner idle.

VI. Reports

- a. Fred Townsend III, Town Attorney
 - TA Townsend gave Council some bylaws for the Planning Commission.
 - Mayor Hatton asked if these are tried and true laws that other municipalities use.
 - TA Townsend said he didn't get these from any other Town. He doesn't know if these are approved by the State.
 - Mayor Hatton said he asked because there are a lot of issues in other cities and towns questioning the validity of some of the laws and don't want to put us in that situation. Do not want any of our planning commission laws to violate anything.

- TA Townsend said he doesn't believe this would be controversial. Will have to check with other municipalities on who adopts these bylaws; believe Council will have to adopt the bylaws for the commission to abide by.

- Mayor Hatton said Council gives them the right to form the commission and the commission has to adopt the bylaws but believe Council needs to agree to the bylaws prior to them being adopted. We can send a copy of these to Linda Raab from the IPA so she can see if they meet the standards.

- TA Townsend said he believes the commission should meet 1 week prior to Council meetings and asked how many members will be on the commission.

- Mayor Hatton said he believes there will be 7 members. What concerns him with monthly meetings is there will be nothing for them to discuss.

- TM Green said Linda and Herb recommended starting with 5 and it can grow.

- TA Townsend said there is language in the document that allows the meetings to be cancelled. The number of members is important to how many must be present for a quorum. He added they also need staffing. In larger entities there is a staff member from the Town that attends all meetings and brings the ideas back to Council; this is a very important member although they can't vote.

- TE Hyne agreed and stated TM Green should attend these meetings. He also suggested the meetings be scheduled as needed.

- TA Townsend said he will have to change the language for the meetings and stated the meetings will have to be posted per FOIA laws. He also suggested the commissioners take a class on the procedures. They will be suggesting changes to the comp plan, zoning codes and zoning changes.

- Mayor Hatton said IPA has a class for this and there is money in the budget for the commissioners to attend.

- There was more discussion on the planning commission. TA Townsend and TM Green will work on the language.

b. Owen Hyne, Town Engineer

- At the last meeting there was a question concerning the streetscape at the railroad crossing. This is Norfolk Southern Railway property and the state and federal money could not be used to improve this area.

- Mayor Hatton added that the railroad said we could not cross the tracks.

- TE Hyne said a truck coming from Townsend Village with hydro seed leaked the seed all the way down Main Street. The developer cleaned this up several days later.

- 141 Main Street – had a request from Council to re-use the doors, molding, etc. The contractor has a storage unit full of all the stuff that Council can go through and pick out what they want.

c. Dawson Green, Town Manager

- There is some concern about residents using the contractor road at Gray and Ginn Street and concern about uncovered dump trucks. It is hard to stop the residents from using the road as sub-contractors work later than the GC so they can't put a chain and lock up or the subs would have to go through the development. The contractor has no problem with residents using the road and within several years it will be a paved road. It is not illegal for residents to use the road.

- TA Townsend asked if there are any options.

- TM Green said the Town doesn't own the road; we have no options at this time. Once it is a finished road, it will eventually be turned over to the Town.

- Mayor Hatton asked and TM Green told him the chicken on Tracy Circle is gone.

- CM Ness said a resident pulled the trees out that were planted in their front yard and dumped them in the wetland space at Jamie Lane and Edgar Road.

VII. Committee Reports

a. Finance: Chair – Mayor Jermaine Hatton

- The 2014 financial audit is complete. Got an email today and will forward it to Council. This wasn't a typical audit; they had to do a lot of extra work to correct financial issues that were done wrong. The line in the sand is almost blurred and will be once the 2015 audit is done. That audit will be starting soon.

b. Public Works: Chair - CM Rudy Sutton

- 141 Main Street – New Town Hall

a) Discuss/possibly award bid for site work

a. The same contractor, Suppe Construction, bid on the site work again at a much lower price. This bid is for \$230,760.00.

b. CM Sutton motioned, CM Ness seconded with unanimous vote to award site work contract to Suppe Construction for \$230,760.00 for site work at 141 Main Street. The work will probably start in a month.

c. TE Hyne explained the difference in this price and the bid the first round is lower for several reasons. They split up the pricing and the first time it was bid with prevailing wages, which we won't need. Also took out hooking up to the sewer lateral.

d. After additional discussion, vote was unanimous to award contract to Suppe Construction.

e. Mayor Hatton added that he wants the property cleaned up prior to the parade and fair on 9/26/15, level the dirt in the back and move the dumpsters and porta pot around back. Make sure porch is clean.

b) Discuss/possibly approve Change order #1

a. CM Sutton said this came in from Affordable Contractor to repair water damage. There was a significant amount of water damage that came in from the 2nd floor sunroom roof. Affected the sunroom and areas on the first floor. There is also some water damage in the back of the house where water came in from a flat roof.

b. TE Hyne added it also includes demolishing ceilings on the first floor which we were originally going to leave in place.

c. Last, had to install a new header.

d. They are leaving a lot of the original floor for a sub floor.

e. The cost for this change order is \$35,105.00.

f. There was discussion about these changes.

g. CM Sutton motioned, CM Ness seconded with unanimous vote to accept change order #1 for \$35,105.00 at 141 Main Street.

c) Discuss/possibly approve Change order #2

a. CM Sutton explained this change order is for additional plumbing work, installing a new sewer lateral and new water service from old galvanized lead pipe. The sewer lateral will cost \$16,500.00 and the water service will be \$48,050.00. Believe these prices are too high. Met with TM Green and another contractor who said he could do it for \$10,000.00.

b. CM Sutton asked to table this discussion and possible vote to enable him to get more information. Council agreed to table the discussion.

d) Discuss/possibly approve Change order #3

a. CM Sutton said this change order is to construct a new dormer and fire safe doors, etc. all requirements from the state fire marshal. We need to get more information on this.

b. CM Sutton asked to table this discussion until we get more information.

c. Land Use & Development: Chair – Mayor Jermaine Hatton

- The bank has accepted an offer for the property on Cannery Lane, hopefully it will happen

within 2 months and new tenants will be there.

d. Public Safety: Chair – CM John Ness

- Code Red – CM Ness stated he, Mayor Hatton, TM Green and AA Melissa Faedtke will be trained on and have access to the system. Training can be done online. Mayor Hatton asked CM Ness to schedule the training during the work week since 2 employees are being trained.
- CM Ness said he has talked to the police again about speeding on Main Street.
- The woman who did the fingerprinting at the fair last year is waiting for formal approval to come again this year. The K-9 unit will be at the fair and still waiting to hear from equestrian and aviation.
- Mr. Harrington stated he will email CM Ness the plate number of the woman who daily speeds down Commerce Street and added there has been a lot of police activity on Commerce Street this week.

e. Community Relations: Chair – CW Cindy Cook

- Have been very busy this summer and haven't been as available to stay on top of facebook, however, our reach is up to 139% - the page is growing.
- Still need to draft a document to meet the criteria for the volunteer of the year award. I have 2 people in mind for this year's award and would like Council to submit some names.
- Talked with an Eagle Scout Troop about helping with traffic control and parking at the fair. Peter won't be available to help but is trying to rally some people. Also contacted Lifehouse Church about helping with the games. Met the new pastor at the Methodist Church on Main Street, he is going to try and get some volunteers together also.

f. Parks & Recreation: Chair – CW Lorraine Gorman

- Mayor Hatton read CW Gorman's report; she wasn't able to attend the meeting.
- NWF Update
 - a) 20 communities certified as habitats last year.
- 8/8/15 Movie Night Under the Stars update
 - a) About 150 people attended "Boxtrolls". Little Italy was the only vendor that could attend and Anthony expanded his menu.
- Town Fair – 10th Anniversary – Saturday – 9/26/15 – Parade @ 10:00 am,
Fair 11:00 am – 3:00 pm
Registrations coming in daily.
CW Cook and Mayor Hatton if he had the judges lined up yet for the parade and he said no.
We will call Shirley Higgins to see if she can attend and present the "Granville Higgins"
Volunteer of the Year award again this year.

VIII. Citizens Comments & Participation: None

IX. Adjournment: 8:46 pm, CW Cook motioned, CM Ness seconded with unanimous vote.
