

Minutes of Meeting
Dagsboro Town Council
Bethel Center- 28307 Clayton Street
Monday-December 8, 2014

Call Meeting to Order: Mayor Brad Connor called the December 8, 2014 meeting to order at 7:00 p.m. Those in attendance were Mayor Brad Connor, Vice Mayor Truitt, Town Administrator, Stacey Long, Councilman Baull, Councilwoman Ulrich, Attorney Rob Witsil, Chief Toomey, George from URS and others listed on the sign in sheet.

Public Hearing- Floodplain Management: George Bendler from URS informs Council that the ordinance is required by DNREC and FEMA. If it is not adopted by March 16, 2015 the community will no longer be able to participate in the National Flood Insurance program.

Anytime a property is in the floodplain Stacey will have to administer how the permits are issued and that the proper procedures are done. There will be minor changes in flood level areas. The maps have been posted on the internet. It was asked if there will need to be additional fees added to the permit to cover the extra review for floodplain areas. Stacey informs Council that all the developers are aware of when submitting a Site Plan Review application that they have to submit an amount of money in escrow fees for engineering and legal. Any time any billings are higher than what is collected upon initial submission of their application they are notified that we require a replenishment of the escrow funds. The Town does not collect escrow funds from single family homeowners when applying for a permit for a new home. George states that this should not take a lot of extra time for floodplain review. However, if it does, he will let us know so we can adjust fees if needed. Attorney Witsil informs Council that the applicant can apply to FEMA for a letter of map amendment as described within the ordinance. Councilwoman Ulrich made a motion to close public hearing and it was seconded by Councilman Baull. All were in favor. Motion carried. Councilwoman Ulrich made a motion to adopt the new floodplain ordinance and it was seconded by Councilman Baull. All were in favor. Motion carried.

Presentation- Lion's Club International Community Services: Mary Phillips presented that since last August of 2013 the Lion's Club has talked with the community of Frankford and Dagsboro. The Lion's Club volunteer their services every year at the Annual World Series in Roxana providing wheelchairs, hospital beds, glasses, eye exams and food baskets for the community. Ms. Phillips stated that the Lion's Club helps families if they cannot afford glasses for their children. The Lion's Club is the world's largest service organization with 46,000 clubs with 1.35 million members. Since September they have been working with non-profit organizations such as the Chamber of Commerce. The Chamber of Commerce can pay a fee of \$300.00 as opposed to each member paying a \$30.00 charter fee and they can become a member of the Lion's Club. The Lion's Club will become partners with the Chamber of Commerce and other non-profits in the community. The companies will benefit because Lion's International has very large Councils and an insurance base that will help bring their insurance costs down. There are 13 Lion's Club in Sussex County. The Council thanked Mrs. Phillips for coming to the meeting and her informative presentation.

Approval of Minutes: Councilman Baull made a motion to accept the October and November Council minutes and it was seconded by Councilwoman Ulrich. All were in favor. Motion carried.

New Business: Consideration of Purchase of Items:

- a. Hot Water Heater: Stacey informs Council that there is additional monies in the budget to cover the costs of the equipment that needs purchasing. The water heater is going to be \$800.00. The hot water heater will accommodate both the Town Hall and the Police Station.
- b. Refrigerator for Town Hall: The refrigerator is going to cost \$230.00. Our current refrigerator is not cooling properly. It is over 10 years old.

Vice Mayor Truitt made a motion to purchase the hot water heater and refrigerator and it was seconded by Councilwoman Ulrich. All were in favor. Motion carried.

Appointing of Town Council Member to Fill Vacancy: Stacey informs Council that Scott Crater is interested in the vacated secretary-treasury position and reads his letter of interest into the record.

Stacey informs Council that the results of the election that was held on Saturday, December 6th was: William Chandler with 72 votes, Norwood Truitt with 63, and Cathy Flowers with 23 and Patrick Miller with 32 votes. Vice Mayor Truitt made a motion to nominate Patrick Miller for secretary treasurer since he was the 3rd highest vote receiver and it was seconded by Councilman Baull. All were in favor. Motion carried. Patrick Miller was sworn in by Attorney Witsil at the time. Patrick Miller then took a seat at the Council table.

Old Business: Consideration of Christmas Bonus for employees: Vice Mayor Truitt made a motion to accept the Christmas bonus of \$150.00 after taxes to each employee and it was seconded by Councilwoman Ulrich. All were in favor. Motion carried.

Reports: Police Department: Chief Toomey presents the police report as follows: the Town had a total of 195 traffic arrests, 26 criminal arrests, 463 hours were worked by the officers of the Town. 192 of those hours were patrolled, 171 investigative and 100 administrative. 66 complaints requested for service and 5 collisions were investigated. Six wanted individuals were arrested in November, 6 felonies, forgery and thefts investigated and 7 drug arrests. The Town police investigated a theft of a motor vehicle which was a tractor and a portable tractor taken from Superclean in March. The Town police arrested both people involved. Chief states as of November 30th: 149 traffic arrests were made, 201 criminal arrests and 608 for service. 769 were made in 2013. 73 collisions were made in 2014.

Treasurer's Report: General checking \$203,808.30, Special Events: \$2493.77, Public Service Impact Fee: \$10,992.73, Police Grant Account: \$10,218.04, Money Market: \$12,015.37, Property Transfer checking: \$87,382.19 and 4 CD's of \$28,051.69, \$47,758.25, \$5,145.38 and \$20,000. Municipal Street Aid checking and savings: \$15,541.11, Water checking: \$87,708.24, Impact Fees: \$216,545.49 and Cemetery checking \$487.70, savings: \$15,541.11 and 3CD's of \$32,704.26, \$44,689.36 and \$32,055.74. Councilman Baull made a motion to accept the treasurer's report and it was seconded by Vice Mayor Truitt. All were in favor. Motion carried.

Administrative Report: Councilman Baull made a motion to move the next Council meeting to January 20, 2015. It was seconded by Councilwoman Ulrich. All were in favor. Motion carried.

Building Official: Stacey states one permit was issued for a 30X40 agriculture pole building on Vines Creek Road and 3 Certificate of Occupancies were issued: one for a single family home on King George III Street and two for 31883 New Street for an in ground pool, fence, garage and sunroom addition.

Code Enforcement: December 15, 2014 at 10:00 a.m. Stacey and the Building Inspector with URS will be holding a progress inspection on the Marconi property.

Water Department: The maintenance on the water tower will begin December 9th through the 12th and it will last for approximately four days.

Christmas Parade: Councilman Baull states the last meeting will be on December 9, 2014 at 6:00p.m. at the Dagsboro Fire Hall on Clayton Street. They have received over 30 entries and received \$3,015.00 from sponsors and donations.

Prince George's Chapel Cemetery: N/A

Correspondence: N/A

Public Comment: Attorney Witsil, Council and Stacey thanked Mayor Connor for his services to the Town.

At 8:05 p.m. Councilman Baull made a motion to recess public session and enter executive session. It was seconded by Vice Mayor Truitt. All were in favor. Motion carried.

At 8:43 Councilwoman Ulrich made a motion to re-enter regular session. Vice Mayor Truitt seconded the motion. All were in favor. Motion carried.

Vice Mayor Truitt made motion to approve the Executive Session minutes from September 22, 2014. Councilman Baull seconded the motion. All were in favor. Motion carried.

At 8:45 p.m. Mayor Connor adjourned the meeting with a motion made by Councilman Baull and seconded by Councilwoman Ulrich. All were in favor. Motion carried.

Respectfully Submitted,

Autumn Miller, Town Clerk