

Minutes

DAGSBORO TOWN COUNCIL

Bethel Center – 28307 Clayton Street

Monday, December 11, 2017

I. CALL MEETING TO ORDER

6:00 p.m.

Meeting was called to order by Mayor Brian Baull at 6:01 p.m.

In attendance were: Mayor Brian Baull, Vice-Mayor Norwood Truitt, Councilman Patrick Miller, Councilwoman Theresa Ulrich, Town Administrator Cynthia Brought, Police Chief Floyd Toomey, and Attorney Rob Witsil. Councilman William Chandler was absent as well as Kyle Gulbranson from AECOM. See attached sign in sheet for other members of the audience.

II. OATH OF OFFICE

The oath of office was administered to the Town Council by Attorney Rob Witsil.

(Before proceeding, Mayor Baull presented certificates of appreciation to Richard and Marjorie Eckerd and Nate Mohler and the Indian River High School Baroque Ensemble for their support in the Dagsboro Christmas Tree Lighting Ceremony. He also presented Bob Flowers with a certificate of appreciation for his dedication to the Tree Lighting Ceremony and the Christmas decorations around town.)

III. REORGANIZATION OF COUNCIL

- A. Mayor – Norwood Truitt nominated Brian Baull to continue as Mayor. Theresa Ulrich seconded that nomination. Brian Baull accepted the nomination. All in favor.
- B. Vice-Mayor – Brian Baull nominated Theresa Ulrich for Vice-Mayor. Patrick Miller seconded the motion. Theresa Ulrich accepted the nomination. All in favor.
- C. Secretary/Treasurer – Theresa Ulrich nominated Norwood Truitt for Secretary/Treasurer. Patrick Miller seconded the motion. All in favor.
- D. Assistant Secretary – Patrick Miller nominated Bill Chandler for Assistant Secretary. Theresa Ulrich seconded the motion. All in favor.

IV. PUBLIC COMMENT

Charles Kissler, the Government Director for First Choice Services was present to introduce the company to the Town Council and to inform Council of some of the things the company does. First, they are working with Smart911 to try to bring about community awareness and to get people registered in the system. It is like an extension to 911 – people can go to Smart911.com and enter information. Mr. Kissler is asking for permission to put a banner below their current sign, even if it is just temporary, to

share with the community how important it is and to share that First Choice Services will also assist in getting people registered if they come in.

Next, Mr. Kissler informed Town Council that he is responsible for a contract that the State issued to First Choice Services. He stated the contract allows the town, through the Office of Management and Budget for this state, to use the contract for any type of disasters that are fire or water based. He is trying to bring awareness to the contract so that if anything does happen that is from a fire or water damage standpoint, it can be used to help with funding for reconstruction.

Mr. Kissler stated that First Choice Services wants to work with Dagsboro and the Police Department and Fire Department. He stated that they want to be an open resource to the town.

V. APPROVAL OF MINUTES

A. November 20, 2017 – Town Council Meeting Minutes

Councilman Miller made a motion to approve the Town Council Meeting minutes for November 20, 2017. Councilman Truitt seconded the motion. All in favor.

B. November 20, 2017 – Town Council Executive Session Minutes

Vice-Mayor Ulrich made a motion to approve the Town Council Executive Session minutes for November 20, 2017. Councilman Truitt seconded the motion. All in favor.

VI. CONSENT AGENDA

- A. Police Department Report
- B. Treasurer's Report
- C. Administrative Report
- D. Economic Development Committee
- E. Building Official Report
- F. Code Enforcement Report
- G. Meeting Reports
- H. Water Department Report
- I. Prince George's Chapel Cemetery Report

There is an opportunity for a grant for "bricks and mortar." There are a few graves in which you can pick up a brick and see into the vault. They are very old graves and there no family members around to contact. Town Administrator Brought believes it would qualify for this grant. Kurt Zapp has come out to look at them and give a quote for fixing each one. He included in his quote building up the dirt and doing a concrete slab over them, which was \$2,000 each. Town Administrator Brought is going to ask Delaware Preservation which is for historical cemeteries for \$6,000. She is working on getting that grant.

J. Correspondence

Motion to approve the consent agenda was made by Councilman Miller and seconded by Councilman Truitt. All in favor.

VII. NEW BUSINESS

A. Discussion and possible vote on Christmas Bonus for Police and Office Administration

Last year the bonuses were \$100 for part-time and \$150 for full-time. Councilman Miller asked Town Administrator Brought if the money is available. Vice-Mayor Ulrich asked if there is only one part-time employee. It was clarified that there are 2: the finance clerk and maintenance person. Mayor Baull asked if another one hundred dollars would be possible to give everybody \$150. Town Administrator Brought confirmed that she could. Mayor Baull made a motion to give every employee a \$150 bonus. Councilman Truitt seconded. All in favor.

B. Recap of a meeting with Bill Pfaff, Director of Economic Development

Town Administrator Brought and Mayor Baull met with Bill Pfaff in regard to bringing more business/development to the town on November 30th. Mayor Baull shared with the rest of the Council that they had a good meeting and that Mr. Pfaff worked for the University of Delaware before moving into his current position. Mr. Pfaff did share at the meeting that a few years ago they did a study to find places for businesses and Dagsboro was the only town that did not respond. Mayor Baull also stated that was a different Town Administrator so he is not sure what happened. Discover Bank and Sussex County are starting a program for business development, starting in the western part of the county and moving east. Mayor Baull stated that Mr. Pfaff is definitely aware Dagsboro is interested in filling some spaces with businesses. Mr. Pfaff also was aware of places in the area – Mayor Baull and Town Administrator Brought didn't have to explain where places were. Town Administrator Brought pointed out that Mr. Pfaff also stated that with less than 900 people, businesses will be limited unless that number grows. She shared that he did have some suggestions and ideas. Mayor Baull explained that according to Mr. Pfaff, the issues with Del-Dot and the Fire Marshall that developers and business owners have had in town are not exclusive to Dagsboro – those problems are occurring elsewhere also. Overall, it was a very good meeting. Mayor Baull confirmed the town will need to grow. There are issues with pipes already getting old and needing replaced and without more people to bring money in, rates will have to be raised.

Councilman Miller asked if there has been anything more happening with the old Dr. Squires office. Town Administrator Brought replied that there is not.

C. Bob Flowers – Recap of Christmas lights and any other information that may need passed on to the Town Council

Bob Flowers informed Council that it needs to start being considered to replace the main wires for the pole lights. The wires have been there since before he was here and this year there have been issues. He had to replace two GFI outlets, four timers (which are around \$100 a piece), and one fuse. It took until a week after the tree lighting to get all of the lights working and then the next day there was a wire that started a fire in front of First Choice Services. Tony's Electric had to come back and splice the wire. Tony's Electric also had to come back another time after hanging the lights due to a light being torn off from wind by Stone Lane. Mr. Flowers stated it is getting more expensive every year and really thinks rewiring needs to be considered. He suggested another option of rewiring one street every year for four years; it will still cost the same. Councilman Truitt asked if this would include boxes. Mr. Flowers responded it should be new boxes and wires and get circuit breakers.

Councilman Truitt also asked about the light assemblies themselves. Mr. Flowers responded that they are in decent shape. Depending on the weather, they sometimes get knocked around, but he usually checks on that when he is making sure they all light up – he'll then rewire the sockets or replace them. Councilman Truitt asked if they are LED. Mr. Flowers responded that they are not – they are incandescent. He stated he likes that the incandescent has bulbs readily available so that a bulb can be replaced instead of having to replace a set.

Councilman Truitt asked if this would need to be contracted out and how long ago it was done. Mr. Flowers responded that he believes Tony's Electric did it the first time and maybe twenty years ago. Vice-Mayor Ulrich asked how many lights are put out. Mr. Flowers couldn't say for sure, but believes it would be around forty-five.

Mayor Baull stated it is getting to a point that it is a safety issue and recommends finding out the priorities and starting to replace the wires. Mr. Flowers stated he thinks he already has an answer – Main Street would be the priority, followed by Clayton Street. Mayor Baull asked Mr. Flowers to get the priorities and start working on a price to replace.

VIII. OLD BUSINESS

IX. PUBLIC COMMENT

Cathy Flowers asked the Town Council to consider the roads when looking at economic development and helping the town to grow. She stated Ocean View and Millville have built up so much and the roads can't handle it.

X. ADJOURNMENT

A motion to adjourn the meeting was made by Vice-Mayor Ulrich and seconded by Councilman Truitt. All in favor. Meeting was adjourned at 6:36 p.m.

Respectfully submitted by;

Megan Thorp
Town Clerk