

COUNCIL MEETING

August 13, 2012

The regular meeting of Mayor and Council was held on the above date with Council members Dias, DeBenedictis, Lightcap, and Letterman present with Mayor Horn presiding. Recording Secretary Melissa Knight, Chief Hill, Town Solicitor Kathryn Garrison, Drew and Lisa Thomson, Al Hill, John Pridemore, Robert J. Lightcap, Bob Botsford, and Jenn Dailey were also in attendance.

1. Approve Minutes:

Council Meeting 07/09/12 – motion made by Mr. Letterman seconded by Mr. Dias. Motion carried unanimously.

Electric Committee Meeting 07/24/12 – motion made by Mr. Letterman seconded by Ms. DeBenedictis. Motion carried unanimously.

Water/Sewer Committee Meeting 07/24/12 – motion made by Mr. Letterman seconded by Ms. DeBenedictis. Motion carried unanimously.

Equipment Committee Meeting 07/24/12 – motion made by Ms. DeBenedictis seconded by Mr. Lightcap. Motion carried unanimously.

2. Treasurer's Report:

Moved by Mr. Dias seconded by Mr. Letterman to approve the Treasurer's Report as presented. Motion carried unanimously.

3. Communications:

- Dover/Kent County MPO Public Advisory Committee Meeting Tuesday, August 21, 2012 at 6:00 – 7:30 P.M. location Delaware State University Smyrna Outreach and Research Center
- September 10, 2012 the dedication for the new Clayton Intermediate School is scheduled - Mayor Horn has asked that he be excused from the Council Meeting

4. Chief of Police:

- Chief Hill - The Town of Clayton police department applied for a grant through the new fund to combat crime program. The program was passed through legislature last year. This is the first time that we have been eligible for this funding. The allotment for this year is \$17,889.00 and we submitted the grant last week for the committee to review. This will be used to supply all new computers (our computers are about 6 years old), new network server (we do not have at this time), new evidence program for recording evidence enter and exiting the building so the guys will not have to hand write it any longer. These items are within the budget. No cost to the town. Chief Hill foresees this amount increasing for next year based on the funding coming in. Ms. DeBenedictis – Is this a sure grant? Chief Hill replied yes.

5. Town Foreman:

- Mr. Hurlock has quite a few things to go over with Council as the Committees are addressed.
- Mr. Hurlock wants to address the problem at the water plant where the recycle bins are located. We are having vandalism at the recycle bins. He has noticed that vehicles are doing donuts; and if it damages the valves, then the Town could end up having water issues. Mr. Hurlock would like to have Councils' permission to call Delaware Waste Authority and have the recycle bins removed. If residents have elected not to recycle at their residence, it not up to the Town to supply the recycle bins when they can have that service at their door. This will give the Town opportunity to secure the area with fencing. We would have a cable or fence put across the driveway. The Town of Clayton still has recycle bins available. It is on a first come basis.

6. Inspections/Enforcement:

- 15 New Construction Permits, 69 Improvement Permits, 88 Contractor Licenses, and 25 Business Licenses with two (2) which remain outstanding – HJH General Contractors and Vitalies (send another letter to the outstanding businesses per Mayor Horn)
- The Property Maintenance Inspection Agreement (see attached document). The Town of Clayton has an agreement with First State Inspection Agency, Inc. to perform our inspections, but we do not have an agreement with them to enforce codes. Mr. Hurlock can give the residents the first and second violation but as far as enforcing the code, he's not certified to do this. Mr. Letterman recommended that we turn this draft over to the Town Solicitor, Mr. Chambers, for his review to ensure everything is good then proceed from there. If Mr. Chambers feels that's okay, then bring it back to Council for approval. The fee schedule is on the last page of the draft.

7. Water/Sewer:

- Due to the census it has put us into a new category of the water allocation and water supply branch. This goes hand and hand with the Comprehensive Plan. We are going to need a Well Hit Protection Ordinance an excellent recharge area for aquifer and how to identify and in our zoning and what can going on in that area.

8. Budget:

- Meeting on August 20, 2012 regarding the GASB-45 at 6:30 p.m.

9. DEMEC:

- DEMEC Meeting August 21, 2012.

10. Planning & Zoning:

- Planning & Zoning Meeting to be held at Town Hall on August 29, 2012 at 7 p.m.
- On the agenda - clean up our zoning ordinance on advertising.

11. Appoint Committees:

- Mayor Horn appointed Howard Blackstone to the Board of Adjustments.

A motion was made by Mr. Letterman to appoint Mr. Blackstone to the Board of Adjustment Committee, seconded by Mr. Dias. Motion was carried unanimously.

- Mayor Horn appointed Wayne Stover to the Planning & Zoning Committee.

A motion was made by Mr. Dias to appoint Mr. Stover to the Planning and Zoning Committee, seconded by Mr. Letterman. Motion was carried unanimously.

Mr. Letterman said that Mr. Stover served as a chairmember and committee member so he is aware of what the issues lay ahead.

- Mayor Horn appointed Drew Thomson to the Planning & Zoning Committee.

A motion was made by Mr. Dias to appoint Mr. Thomson to the Planning and Zoning Committee, seconded by Ms. DeBenedictis. Motion was carried unanimously.

12. New Business:

- Discuss Parking issue on East Street – Mr. Lightcap had several meetings regarding this issue. He met with Clayton Fire Company, Robbie Johnson and Town Foreman Hurlock. The Chief of the Fire Company stated he sees no problems in getting fire apparatus on East Street. Town Foreman Hurlock sees no problems in getting any apparatus down there. Mr. Hurlock recommends painting the curb yellow down further on Clayton Avenue (3 to 4 ft). Street Committee recommends painting the street and leave as is.

A motion was made by Mr. Lightcap, seconded by Mr. Letterman. Motion was carried unanimously.

Mr. Letterman asked how many complaints were received? Ms. DeBenedictis stated 4 to 5.

- Mary Ellen DeBenedictis – Forming a new committee to promote new businesses. She would like to see Council form a new Development Committee. The Town of Clayton has a lot of empty buildings, and she would like to see businesses to come to Clayton. She used to be able to buy milk in town but now you have to go to US13.
Mr. Lightcap – The Town doesn't own these buildings.
Mr. Letterman – Are we going to form a committee just for the sake of forming a committee? If a committee is formed, we need to have a focus for the committee.

- Approve – Purchasing a new lawn mower – John Deere Z950A \$10,700.00, Ms. DeBenedictis recommends the purchase of this lawn mower.

A motion was made by Ms. DeBenedictis, seconded by Mr. Lightcap. Motion carried unanimously.

The purchase of the lawn mower is a budgeted item and is \$2,000.00 under budget.

- Approve – Upgrading electric from 4KV to 25KV, Mr. Dias recommends to upgrade the electric from 4KV to 25KV converting the very old system to the 25KV.

A motion was made by Ms. DeBenedictis, seconded by Mr. Dias. Motion carried unanimously.

- Approve – Negotiate Artesian Contract – Mr. Dias makes a recommendation to buying water from Artesian. The Town has several interconnections with Artesian right and now we have a contract with Artesian. Our long range plan is to build a \$2 million water plant. What we have looked at is to purchase water from Artesian instead of building a new water plant. The only time the water plant is needed is during high demands. What we are looking at is negotiating with Artesian on the purchase price of water.

A motion was made by Ms. DeBenedictis, seconded by Mr. Dias. Motion carried unanimously.

- Workshop scheduled for August 22, 2012 at 6:30 p.m. location Town Hall.
- Approval for a Family Child Care – home at 308 S. Rodney Street. The child care hours will be 7 a.m. to 5 p.m. Monday – Friday. Up to 5 children.

A motion was made by Mr. Lightcap, seconded by Mr. Dias. Motion carried unanimously.

13. Public Hearing:

- Resident asked about the blinking light at 300 and S. Rodney Street. How can this light be changed to a working light? There's a lot of traffic. He was advised by Council they would need to complain to DELDOT for them to perform a traffic study and have it changed.
- Al Hill – Extra recycle bins do they charge extra? Town Foreman Hurlock will check with Waste Industries if there's additional charge for extra recycle bins. Al addressed Mayor Horn that he could not make a motion. Mayor Horn advised that he would have to give up his chair to make a motion. Mr. Letterman stated per the Town's charter Mayor Horn can appoint a person to the committee. Mayor Horn can nominate a person to a Committee.

- Eric Young – To have new business coming into the Town of Clayton and with seeing some of the buildings boarded up that may send people away.

17. Adjournment:

Moved by Mr. Dias and seconded by Mr. Lightcap to adjourn. Motion carried unanimously.

Recording Secretary,

Melissa J. Knight