

## **COUNCIL MEETING**

### **October 14, 2013**

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The regular meeting of Mayor and Council was held on the above date with Council members Dias, DeBenedictis, Carrow and Letterman present with Mayor Horn presiding. Recording Secretary Melissa Knight, Mr. Chambers, Town Foreman Hurlock, Chief Hill, Sandy DeLane, Cordell Carr, Nykisha Murphy, Kyan Murphy, Colleen Patricia Woodward, and Jenn Dailey were also in attendance.

#### **1. Approve Minutes:**

*Council Meeting 09/09/13 – motion made by Mr. Dias and seconded by Ms. DeBenedictis to approve the Council Meeting as presented. Motion carried unanimously.*

*Budget Committee Meeting 09/04/13 – motion made by Mr. Dias and seconded by Ms. DeBenedictis to approve the Budget Committee Meeting as presented. Motion carried unanimously.*

*Building Committee Meeting 09/10/13 – motion made by Ms. DeBenedictis and seconded by Mr. Carrow to approve the Building Committee Meeting as presented. Motion carried unanimously.*

#### **2. Treasurer's Report:**

*Motion made by Mr. Dias and seconded by Mr. Carrow to approve the Treasurer's Report as presented. Motion carried unanimously.*

#### **3. Communications:**

- Ms. DeBenedictis read the communication – see attached.

#### **4. Town Solicitor:**

- Mr. Chambers – advised Council that Kent County is working on having all municipalities update and record new boundary maps. Mr. Chambers, Mr. Hurlock, and Ms. Raab attended a meeting at Kent County. They are in the process of working together to look into the boundaries and ensuring the mapping is correct. Mr. Letterman said when looking at the existing mapping he thought the current mapping is accurate. Mr. Hurlock explained a good example of the boundaries is the railroad tracks. There are portions that are not in the boundaries of the Town.

#### **5. Inspections/Enforcement:**

- Mr. Hurlock – please see attached document.
- As of today's date the Town of Clayton is working off the 2006 Building Code and Kent County may adopt a new 2014 Building Code. The expense would be minimal. The Town of Clayton would need to purchase new building code books so when there is a violation the verbiage will be accurate.

**6. Electric:**

- Mr. Hurlock – informed Council there was a small power outage due to a squirrel getting into a transformer.
- Problems with a damp wire and the connection came off. We tolerated this problem until it stopped raining. To repair the connection in the rain the town would have been out of electric.

**7. Street:**

- Mr. Letterman stated at the next Council Meeting he will talk about the street paving in the Town of Clayton.

**8. Budget:**

- Mr. Letterman said the budget is complete. It will be discussed at the November Council Meeting. It is good news.

**8. DEMEC:**

- The DEMEC banquet was held on September 25. Ms. Muncey, Ms. DeBenedictis and members of Council and spouses attended.

**9. Planning & Zoning:**

- Mr. Hurlock stated the consultant engineer is looking at the plans for Railroad Square located on S. Rodney Street.

**10. Unfinished Business:**

- Appoint Committee Member – Board of Adjustments – Mayor Horn asked Council to remove Mr. Carrow from the committee because he's on Town Council. The remaining committee members will stand as is.
- Appoint Committee Member – Planning & Zoning – Mayor Horn asked Council to appoint Tom Ruppert to the Planning & Zoning Committee.

*Motion made by Ms. DeBenedictis and seconded by Mr. Dias to approve the appointment of Tom Ruppert to the Planning & Zoning Committee. Motion carried by Mr. Dias, Ms. DeBenedictis, and Mr. Carrow. Mr. Letterman abstained.*

- Appoint Committee Member – Appeals Board (Bldg. Code) - Mayor Horn asked Council to remove Mr. Bukowski and add Ed Ide.

*Motion made by Ms. DeBenedictis and seconded by Mr. Dias to approve the appointment of Ed Ide to the Appeals Board. Motion carried by Mr. Dias, Ms. DeBenedictis, and Mr. Carrow. Mr. Letterman abstained.*

## 11. New Business

- Date and time for Halloween - October 31<sup>st</sup> from 6 p.m. to 8 p.m.

***Motion made by Mr. Carrow and seconded by Mr. Dias to approve the Trick or Treat on October 31<sup>st</sup> from 6 p.m. to 8 p.m. Motion carried unanimously.***

- Council Meeting November 11th is on Veteran's Day – Due to the holiday the November meeting will be schedule for the fourth Monday of November per the Town's Charter. November 25<sup>th</sup> the Council Meeting will be held.
- Halloween Parade for Clayton Elementary School October 31<sup>st</sup> at 1:30 p.m. – Chief Hill dated this is an annual event and the police department has coverage.

***Motion made by Mr. Carrow and seconded by Mr. Dias to approve the Halloween Parade for Clayton Elementary School for October 31<sup>st</sup> at 1:30 p.m. Motion carried unanimously.***

Chief Hill stated to Council that Principal Mike Dulin's last day will be October 31st. He is retiring.

- Code Red Alert System – Mr. Carrow updated Council the status on the Code Red Alert System. Mr. Carrow, Ms. Muncey, and Ms. DeBenedictis have looked into different vendors and have a suggestion for one vendor to provide the Town of Clayton with the alert system. Mr. Carrow stated the system is designed to notify residents of issues the Town maybe experiencing such as: water leak, roads being paved, power outage, etc... The service will notify the residents via telephone, e-mail or cell phone. This is a line item on the 2014 Budget. The Town of Clayton will be able to specify certain areas or the whole town for the alert to notify.
- S. DeLane – Concerns in development with owner/tenant - Ms. DeLane spoke about the children in Huntington Mills ringing door bells and placing ice cream in mailboxes. Ms. DeLane stated several times it's not the Town of Clayton's responsibility to babysit these children but the residents are getting tired of the problem. Chief Hill did state he has been to the child's home several times with no luck in reaching parents.
- E. Brown – Concerns on cutting lots and paving in Huntington Mills - Mr. Brown was a no show.
- LaDonna Norvell – Presentation on the Affordable Care Act - Ms. Norvell was a no show.

**12. Public Forum:**

- Mr. Carrow – Thanked Chief Hill and Mr. Hurlock for helping the Clayton Fire Company with fire prevention program on Sunday afternoon.
- Ms. Woodward – spoke about several items. She thanked Mr. Carrow and asked Council to approve the Code Red Alert system. She stated the alert systems are a good tool. Ms. Woodward has lived in Smyrna for 8 years. The state is quiet and country. She also wanted to know when the Town’s elections are and how someone can be elected on Council. When speaking with Ms. Woodward, she is outside the corporate limits of Clayton.
- Mr. Hurlock – On behalf of public works, I would like to thank Ms. DeBenedictis for arranging a seminar with the State of Delaware pension plan. The seminar was held at the Clayton Firehouse. Mr. Hurlock said he has a better understands of the pension plan. Ms. DeBenedictis thanked Mr. Carrow for allowing the seminar to be held at the firehouse. Ms. DeBenedictis is also looking into setting up a seminar for the police department.

**13. Adjournment:**

*Motion made by Mr. Carrow and seconded by Mr. Dias to adjourn.  
Motion carried unanimously.*

Recording Secretary,

Melissa J. Knight