

COUNCIL MEETING

December 9, 2013

The regular meeting of Mayor and Council was held on the above date with Council members Dias, DeBenedictis, and Carrow present with Mayor Horn presiding. Mr. Letterman was not present. Recording Secretary Sue Muncey, Mr. Chambers, Town Foreman Hurlock, Chief Hill, Christine Letterman, Howard Blackstone, Bob Botsford, Deborah Edwards, and Jenn Dailey were also in attendance.

1. Approve Minutes:

Council Meeting 11/25/13 – motion made by Ms. DeBenedictis and seconded by Mr. Carrow to approve the Council Meeting as presented. Motion carried unanimously.

2. Treasurer's Report:

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

3. Police:

- Chief Hill stated contact will be made during the evening hours this week for outstanding fines.

4. Electric:

- Mr. Hurlock stated the outage on Sunday, December 1, was due to an issue with the substation with DP&L. A squirrel got into the substation. The outage was for approximately 1 hour.
- AUI is upgrading the KV system in Clayton Courts and Dennison Trailer Park.
- There will be a small outage on Thursday, December 12.
- Ms. DeBenedictis asked about removing a pole.
- Mayor Horn, Ms. DeBenedictis, and Mr. Hurlock had a meeting with DP&L in reference to line losses. No answers were given. Mr. McCullar and Mr. Downes were also in attendance. Meeting was held on December 9 in Newark, DE.

5. Streets:

- Mr. Carrow stated there is a Street Committee Meeting on December 18, at 6:30 p.m. to discuss the Clayton Fire Company's request to make East Street a one-way street.
- Mr. Hurlock stated Bassett Street, Peach Alley, and Apple Alley were paved with Representative Carson's assistance.

6. Water & Sewer:

- Mr. Hurlock stated there was a minor water leak on Main Street.
- Mr. Hurlock will discuss drainage issues with Mr. Letterman.

7. Equipment:

- Mr. Hurlock is looking into leasing a Public Works vehicle.
- Mr. Hill stated the police vehicle has been ordered.

8. Personnel:

- Ms. DeBenedictis will discuss under new business.

9. DEMEC:

- Ms. DeBenedictis stated the Board Meeting and Luncheon will be held on December 10.

10. Planning & Zoning:

- Mr. Hurlock stated an extension has been requested for the Comprehensive Plan.

11. New Business:

- Central Delaware Chamber of Commerce – Debbie Edwards spoke. The Mayor said the Town needs assistance in promoting small businesses. Visibility, exposure, and awareness are needed. The Chamber is a non-profit organization. They are an accredited chamber who was just awarded the 5-star status. Monthly paper goes out. Ms. Edwards reviewed the CDCC benefits (See attached packet). The Chamber offers low-cost marketing opportunities. They get 45,000 hits on their website monthly. The Town can upload their event on the Chamber’s website. Low cost mailings for \$190. Discussed website opportunities. Will extend the marketing package until next month for \$50. Membership dues to be \$225, but will be verified. Smyrna, Dover, and Harrington are municipal members. Great opportunities for power networking. Mr. Carrow asked about Leadership Central Delaware. This is a 10-month annual program. She thanked Ms. DeBenedictis for asking her to speak. Ms. Muncey will call Ms. Edwards to verify cost prior to the next meeting.
- Ms. DeBenedictis spoke about promotional raises. A Personnel Meeting was held earlier this evening. The raises are for two Public Works employees and one office employee for completing the Certified Municipal Clerk 3-year training course.

Motion made by Mr. Dias and seconded by Mr. Carrow to approve the raises for the two Public Works employees and one office staff employee as discussed in the Personnel Meeting. Motion carried unanimously.

12. Public Forum:

- Mayor Horn stated that he and Ms. DeBenedictis attended the Huntington Mills Homeowner's Association meeting on December 4.

13. Adjournment:

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

Recording Secretary,

Sue Muncey