

COUNCIL MEETING

June 9, 2014

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, Town Foreman Hurlock, Chief Hill, Cordell Carr, Celia T. Dougherty, Jeff Meany with Papaleo, Rosen & Chelf, Michael & Shanna Rankin, and Jenn Daily were also in attendance.

1. Approve Minutes:

Council Meeting 05/12/14 – motion made by Mr. Dias and seconded by Ms. DeBenedictis to approve the Council Meeting as presented. Motion carried unanimously.

Building Committee Meeting 05/23/14 – motion made by Mr. Carrow and seconded by Mr. Dias to approve the Building Committee Meeting as presented. Motion carried unanimously.

Budget Committee Meeting 05/27/14 – motion made by Mr. Dias and seconded by Mr. Carrow to approve the Budget Committee Meeting as presented. Motion carried unanimously.

Police Committee Meeting 06/03/14 – motion made by Mr. Carrow and seconded by Mr. Dias to approve the Police Committee Meeting as presented. Motion carried unanimously.

Personnel Committee Meeting 06/03/14 – motion made by Ms. DeBenedictis and seconded by Mr. Dias to approve the Personnel Committee Meeting as presented. Motion carried unanimously.

2. Treasurer's Report:

Motion made by Mr. Dias and seconded by Ms. DeBenedictis to approve the Treasurer's Report as presented. Mr. Letterman has requested to get the Treasurer's Report prior to the Council Meeting and would like to receive 5 days prior to the meeting for review. Motion amended by Ms. DeBenedictis to receive the Treasurer's Report 5 days prior to the Council Meeting and approved the Treasurer's Report as presented and seconded by Mr. Dias. Motion carried unanimously.

3. Communications:

- Ms. DeBenedictis read the communication. See attached.

4. Chief of Police:

- Chief Hill stated last Thursday at Legislative Hall House Bill 213 came on the floor which is a bill that will give retirement healthcare benefits. The bill still needs to go before the Senate. Ms. DeBenedictis asked about the vesting period. Chief Hill was not sure on the vesting period at this time.

5. Inspections/Enforcement:

- See attached – Inspection & Enforcement activity report
- Mr. Hurlock - doing periodic swimming pool inspections throughout the town to ensure safety.

6. Electric:

- Mr. Hurlock informed Council last year during the storms that fuses were getting blown out due to someone stealing the grounding rods. Mr. Letterman asked about the covers to protect the grounding rods. Mr. Hurlock said if the grounding rods are stolen again we may need to purchase the covers.

7. Street:

- Mr. Letterman asked Mr. Hurlock about the drainage problem on S. Bassett Street. Mr. Hurlock said the Miss Utility ticket has been updated. The crew should start the project next week. Mr. Hurlock said the concrete work on Preston Lane should also be started next week.
- Chief Hill stated at the Public Safety meeting we did discuss solar speed limit signs in the developments and the possibility of Trey Paradee sponsoring these signs. After July he would like to sponsor a sign in each of the developments.
- Mr. Horn asked Mr. Hurlock about the growth over the sidewalks. If the Town has sent out notices to the home owners.

8. Equipment:

- Ms. DeBenedictis – The Public Works truck was never ordered. A new truck will be purchased from I.G. Burton.

9. Personnel:

- Ms. DeBenedictis stated at the Personnel Meeting on June 3rd the committee spoke about hiring a seasonal employee. The seasonal employee would be responsible for painting the curbs, painting hydrants, and picking up yard waste.

10. Budget:

- Mr. Letterman stated a Budget Meeting is scheduled for June 11th and another meeting that is not schedule until the second week of July. The June 11th meeting will be the 6 month review and the agreement with Artesian on eliminating the Town on building a water treatment plant.

11. DEMEC:

- Ms. DeBenedictis – There's no meeting this month due to a conference in Denver. USDA has given a grant for the LED lighting which will be announced in Milford. A meeting will be held in July on how to apply for the grant money and a loan if we want to go to LED lighting. Mr. Letterman said this would be great due to some of the Town's lighting is rusty and ugly. The fire company is looking at the possible street scape to beautify the appearance

within the Town of Clayton. Ms. DeBenedictis said she is not sure if this is what the grant is for, but at the July meeting she will find out. Ms. DeBenedictis said she hopes to be able to attend the meeting. Mr. Letterman asked her if she is unable to attend the meeting to please e-mail the Council and maybe one of the Council members could attend.

12. Planning & Zoning:

- Mr. Hurlock – Nothing pending at this time. The biggest thing about our comp. plan was getting our boundaries straight. Finally, corrected the last one which was the Maryland Railroad going through Old Country Farm a parcel number is being issued. Now we have the water portion of the comp. plan. This was a mapping issue that Linda Rabb was working on and has done a great job in getting this issue resolved.

13. Unfinished Business:

- Vote on the amendment to the Business License - Mr. Hurlock stated as long as the business meets all zoning requirements the office staff will issue the business license.

Mr. Letterman made a motion to accept the amended Business License ordinance that all documentation is received by the town hall for clerical purposes instead of going through Council, seconded by Mr. Carrow. Motion carried unanimously.

- Vote to amend the Subdivision Ordinance - Mr. Hurlock stated this ordinance will require the developers to have a performance bond to complete the streets.

Mr. Letterman made a motion to accept the amended Subdivision Ordinance requiring the developers to have a performance bond, seconded by Mr. Carrow. Motion carried unanimously.

14. New Business:

- Presentation by Papaleo, Rosen & Chelf of 2013 Financial Statements - Mr. Meany spoke regarding the financial stability of the Town of Clayton. He said the town is healthy. The Town of Clayton had a net surplus in the amount of \$200,000 which is a result of well management and stays within budget. Mr. Letterman asked Mr. Meany if it would be possible to receive the Financial Statement in March so the Town knows where they stand at their 6 month review.

Mr. Carrow made a motion to accept the 2013 Financial Statement as presented, seconded by Mr. Dias. Motion carried unanimously.

- Approve loan agreement for the Public Works truck – Mr. Letterman stated the Town will be borrowing money from ourselves to save interest on the purchase of the Public Works truck. The loan amount will be deducted from the General

Fund in the amount of \$47,077. Term being 3 years, 0% interest. Mr. Chambers intervened by asking the Town if they are changing the amount of the loan amount. Then the loan agreement would need to be rewritten. The information is correct.

Mr. Letterman made a motion to finance the PublicWorks truck in the amount of \$47,077 with \$14,077 being paid out of the 2013 budget with the remaining \$33,000 to be paid within the accordance agreement with our attorney, seconded by Mr. Dias. Motion carried unanimously.

- All Aboard Exchange – Closure of S. Bassett Street between Main Street and Smyrna Avenue – The owner of All Aboard Exchange has requested the closure to celebrate the 1 year anniversary from 9 a.m. to 3 p.m. on June 14th.

Mr. Dias made a motion to accept the closure of S. Bassett Street between Main Street and Smyrna Avenue, seconded by Ms. DeBenedictis. Motion carried unanimously.

- Vote on hiring seasonal employee for Public Works. Ms. DeBenedictis – The seasonal employee would paint curbing, paint hydrants, and pick up yard waste. The ad for the position will run from Friday to Sunday. The person applying for the position would need to be 18 years of age or older.

Mr. Carrow made a motion to accept the hiring of a seasonal employee for Public Works, seconded by Mr. Dias. Ms. DeBenedictis amended the motion – The position would be for 16 weeks, \$10.00 an hour, total budgeted for the position is \$4,800, seconded by Mr. Dias. Motion carried unanimously.

Mr. Hurlock stated to Council that Liberty Knolls' obligation in black topping Treaty Lane has been for filled.

15. Adjournment:

Motion made by Mr. Dias and seconded by Ms. DeBenedictis to adjourn. Motion carried unanimously.

Recording Secretary,

Melissa J. Knight

Public Forum
June 9, 2014

Celia Dougherty – I have two things: I called the town hall last year because I was going on vacation. I asked if you make provisions to make payment when I'm not here. The staff advised Ms. Dougherty we do not. This year I am going away and I came into the office and was advised no provisions. On Thursday I had another issue to discuss with the police department. I spoke to the front office that she could not understand why the Town of Clayton can not make any provisions on making payments. The young lady came from the back and said no we allow one a year. I don't know if in the office they don't know the policy not informed of what they are to do. One tells me one thing and another one tells me something else. I am concerned. It needs to be one way not to decide day to day what the procedure is going to be. We made a mistake in letting my daughter-in-law drive our vehicle. Apparently she did not have a license. She got stopped. The cop gave her two tickets and impounded the car. She told the police office that we lived not even a ¼ mile. Let me have them get the car. Ms. Dougherty stated it took the officer longer to have the towing company to pick up the vehicle then it was to call us. The officer gave us the business card stating \$30.00 for tow release. When I got to the towing company someone from the Town had already called. I don't know what the connection is. I get there and there are two big dogs. They wouldn't take my debit card or credit card. I had to go to WAWA to get money. It cost me more on my credit card for less than 2 hours. I am really upset about this whole situation.

Mr. Horn responded to the payment. We do not give any kind of extensions on payments. The Town of Clayton offers payment on-line or you could pay an estimate of what your bill maybe while you are on vacation.

Ms. Dougherty said that we give favoritism. The towing company is horrible.