

## **COUNCIL MEETING**

### **November 9, 2015**

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The regular meeting of Mayor and Council was held on the above date with Council members Dias, DeBenedictis, Carrow and Fletcher present with Mayor Letterman presiding. Recording Secretary Melissa Knight, Scott Chambers, Jeff Hurlock, Jerry Dorsey, Cordell Carr, Les Bartlett, William and Sandy Brooks, Tom Horn, Al Hill, Bernard Davenport, Robert Botsford, and John and Nicole Treadwell were also in attendance.

**1. Approve Minutes:**

*Council Meeting 10/12/15, Police Committee Meeting 10/21/15, Economic Development Meeting 10/27/15, Special Council Meeting 10/28/15, and Budget Committee Meeting 10/28/15 – motion made by Ms. DeBenedictis and seconded by Mr. Dias to approve the Meeting Minutes 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 parades and assemblies license submitted by the Smyrna-Clayton July 4<sup>th</sup> Association – The Christmas Parade will be held on December 6<sup>th</sup> at 3 p.m.

**4. Town Foreman:**

- Mr. Hurlock stated we have been installing signs in the developments for street sweeping and snow removal. We are no where near completed; the signs were on back order. The signs have come in and as time is available public works will install again.

**5. Street:**

- Mr. Fletcher stated the paving project on West Street is complete. The paving on East Street should start anytime; on Duck Creek we are still waiting for a contract agreement to come back from DelDOT before we can work on that intersection. The town needs to wait for the agreement from DelDOT to work on Duck Creek Road that consist of installing handicap raps, address drainage problems, some undersize pipes and pipes that were incorrectly installed during another project, and a cross walk before paving can start.

**6. Water & Sewer:**

- Mr. Fletcher stated Main Street has a couple of projects going on at this time. There was a water leak about three weeks ago in front of Young Bean. Mr. Hurlock stated both water towers in the last three weeks have been emptied and

pressure washed with the contracted company. Both towers have passed inspection and back on line.

#### **7. Budget:**

- Mr. Carrow – As you know we are in the middle of the 2016 budget process. A Budget Meeting is scheduled for November 17<sup>th</sup> at 6:30 p.m. Mr. Carrow stated he would like to see the Budget completed before Thanksgiving and submitted to Council for the December Council Meeting. Mr. Letterman stated to the public they can access the complete budget on line. The budget meeting is open to the public.

#### **8. Economic Development Committee:**

- Ms. DeBenedictis stated the meeting on October 27<sup>th</sup> went very good. The committee would like to spruce up the town and that would not cost a lot of money. Ms. DeBenedictis read the letter and it states the following.

“At its most recent Economic Development Committee meeting, a motion was made and passed to solicit donations for the purchase and installation of a town clock and once purchased the said clock would be placed on Main St. in the area of the Young Bean. The exact location will be approved by the Town Council. The clock will be purchased with donations from citizens and businesses from the greater Clayton area. Once purchased and installed the clock would then become property of the Town of Clayton for its care and up keep. The committee is requesting permission from the town council to solicit donations, purchase and arrange for the installation of the clock.”

We have no idea how long this is going to take us for this project. Mr. Carrow stated you may be asking why a clock. The committee is going to come back with a package to council of things we can do for businesses. We also looked at how the committee could dress up downtown. The committee is trying to get help from our legislators and this process is going to take some time. Ms. DeBenedictis and Mr. Hurlock rode around town to see which business buildings are occupied or empty. We’ve got to make the town look good for new businesses to come here. We’re not going to have a mall or gas stations. I would like to see an antique store or similar in the town. The have the miniature dollhouse business and it looks like she is doing very well. As soon as Ed starts with his building that will give the town a little café and grocery store. The next Economic Development Committee Meeting is scheduled for November 24<sup>th</sup> at 7 p.m. the location of the meeting will be at the Young Bean.

#### **9. DEMEC:**

- Ms. DeBenedictis stated October was a very busy month. Ms. DeBenedictis and Mr. Hurlock attended a DEMEC and DPL Meeting at the Holiday Inn and talked about the future and what changes are going to happen. On October 13<sup>th</sup>, Ms. DeBenedictis took a tour of the new Cowpine Plant in Dover the plant is not finish, but it is up and running. It is located on the Garrison Farm and it produces

energy. On October 15<sup>th</sup>, Ms. DeBenedictis attended a Distributed Generation Rate Cost Design Training, what this is to make sure we are up to date and what we should be charging for our power. We have Downes Associates who assist us in this process.

10. Board of Adjustments:

- Mr. Hurlock stated the Board of Adjustments met acted on an application. The committee denied the application for now. It is taking a small lot in town and trying to qualify it to put smaller house on the lot instead of having the lot sit vacant. The committee has asked them to come back with some more ideas and thoughts on paper instead of just asking for a variance. Mr. Fletcher asked if this is the property in front of Byrd's. Mr. Hurlock replied no. This is the lot on West Street down from the garage. The property is owned by Byrd's. Ms. DeBenedictis stated it wouldn't that be the responsibility of the buyer to get the variance. Mr. Hurlock stated he wouldn't want to purchase a piece of property without a variance. Ms. DeBenedictis said this is down from the town garage.

11. Planning & Zoning:

- Mr. Hurlock stated that Ms. Rabb is working on the recommendations the Plus review board made about the Town of Clayton's Comprehensive Plan. She is also working on updating the sign ordinance for the Town of Clayton. Mr. Letterman asked "Mr. Hurlock, is the Town of Clayton going to meet the deadline for the Comprehensive Plan?" Mr. Hurlock stated Ms. Rabb has communicated with the state planning.

12. New Business:

- Annual Yard Sale Proposal – Mr. Letterman stated he had a couple of people come to him asking about the annual yard sale dates for 2016. They wanted to do it for long range planning. I have asked for dates and have this set up each year on this date. I propose the annual yard sale be held on the second Saturday in May and the third Saturday in September.

*A motion was made by Mr. Carrow to approve the recommendation for the Annual Yard Sales to be held on the second Saturday in May and the third Saturday in September. Mr. Carrow asked "For these special events such as Halloween, Clayton Elementary School Halloween Parade, and the Christmas Parade if they also could be a standard event for the town so we don't have to keep visiting on a yearly basis." Mr. Letterman said "That is a good suggestion and we will look into this further in the near future." Motion carried unanimously.*

- Close Impact Investment Checking Account and Deposit Funds into Impact Fee Checking Account - Mr. Letterman stated the two checking accounts were open because FDIC would only insure a certain amount of dollars. So instead of putting all the money in one account it was broken up into two different accounts.

The Town of Clayton has the account collateralized, so we don't have worry about have the two different accounts.

*A motion was made by Ms. DeBenedictis to close the Investment Impact Checking Account and merge the funds into the Impact Fee Checking Account, seconded by Mr. Fletcher. Motion carried unanimously.*

- Vote on a letter from the Economic Development Committee asking permission to solicit private funds for a town clock – Mr. Letterman stated this item has already been discussed. This motion should be worded carefully so the town doesn't assume the responsibility of anything yet we don't want to.

*A motion was made by Mr. Carrow that the Town Council give the Economic Development Committee authority to go forward with seeking donations from private citizens and businesses in the greater Clayton area for the purchase of a clock of their choosing and once has been purchased that it would be placed in the area on Main Street around the Young Bean with the approval of the Town Council. Mr. Letterman, before I go forward with this Mr. Chambers, do you see any problems with this. Mr. Chambers, I thought you would set some kind of parameters. Where does the money go, what account are the funds going to be deposited to, who holds the money, and what is the cost of the project? Mr. Letterman, who will be taking care of the clock after the installation? Mr. Carrow stated the amount of the clock is between \$2,000 and \$5,000. After the installation it would then be the responsibility of the town to maintain the clock. There would be no money from the town. We will determine a chairperson for this project.*

*Mr. Carrow also stated the Economic Development Committee will establish the parameters, the cost of the project, a person to oversee the project to who will report directly to Council, and be in charge of collecting the donations, seconded by Mr. Dias. Motion carried unanimously.*

### 13. Adjournment:

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

Recording Secretary,

Melissa Knight

*Public Forum*  
*November 9, 2015*

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Tom Horn – Ladies, gentleman, and Council I've got to apologize for the last meeting my motion set in at the re-organizational meeting after my job was done. I missed an important thing – I needed to thank most of the Town employees I thought they were fantastic - were my department heads. The Chief of Police told me that he would be here tonight. I hope that everything is well with the Chief. Mr. Hurlock knew anytime there was something going on he would call me in a minute. Ms. Muncey and I hope this gets back to her. Honestly, hope it gets back to Ms. Muncey. I trust each and every one of these three people with their job. I didn't come into the office I let them do their jobs. I think we had a fantastic thing going and I hope it continues that way. I heard on the street before the election, what was going on and I was just upset. Mr. Chambers isn't here tonight, about a year ago I had to make some personal phone calls and he was out of cell phone range. I will discuss that later. Jeff, Brian, and Sue it was a pleasure working with you and all town employees and working with majority of Council. The next thing I would like to mention is transparencies, accountability, and honesty. I am going to comment on transparencies. I made a value to not come here until after 6 months and it's just about 6 months. I am very concerned about the budget. The other day I filled out a FOIA request form to receive information about the budget. What did I get but four pages of checks and that's it. What does that tell you when someone knows the budget like that back of their hand? I know we got problems. I wanted to slowly increase things and couldn't get my way. As far as last year, when the budget was past, I offered an opinion and was shot down by the President of the Finance Committee. I rest my case. Next month I like to talk about personal accountability. Some of you will call this soar grapes, I am going to call this disgust. It was magnified just Saturday morning when I was approached by one of our senior representatives in the area. How they wanted me to come to a Council Meeting with them to thank me for the years of service of the Town of Clayton. Well in general, I have mentioned many times; looked in the minutes to work on the Economic Development Committee. I worked very hard for this town. I was not paid for any Council Meetings for several years. Any special functions that I attended the Town paid for me to attend and I would pay for my spouse. I just wanted to get this meeting out of the way tonight. There's no newspaper

here tonight. I do a lot behind the scenes. I was very hurt when the Military Academy had their grand opening. I never got recognized from this Town for all that I did and I was there from the ground up. Thank you, Council I know you have a nightmare with the budget. The Town received a \$38,000 gift last year that was spent. I'll see you at the next meeting. I don't want to waste anyone's time in case someone else wants to speak. Mr. Letterman stated to Mr. Horn the budget is on-line in its entirety. All committee meetings are open to the public. If anyone has questions regarding the budget including Mr. Horn can attend the meetings.

Les Bartlett - Is there a scheduled time to resurface Rodney Street? The street is in disrepair. There are a lot of pot holes and it is a heavy traveled street. Mr. Letterman said he travels this street and it is over do for a resurfacing. I can not give you a time frame but Rodney Street is probably going to be at the top of the list.

Cordell Carr - I have noticed that in Huntington Mills the street sweeper is going around parked cars. Is there any enforcement of having the residents move their vehicles during this time period? Mr. Letterman stated the signs have recently been installed.

William Brooks – I have noticed the new structure going up at Rodney and Route 300. Is it true that a liquor store is going in the building? The Town had a lot of problems with Spice on 300 when they were open. Mr. Letterman stated the Town of Clayton doesn't know what kind of business will occupy the building at this time. Mr. Brooks stated there are tractor trailers using Rodney Street.