

TOWN OF SOUTH BETHANY TOWN COUNCIL REGULAR MEETING MINUTES JUNE 9, 2017
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MEETING CALLED TO ORDER

Mayor Voveris called the June 9, 2017, Town Council Regular Meeting to order at 7:00 p.m., followed by the Pledge of Allegiance to the Flag.

ATTENDANCE

PRESENT: Councilmembers Don Boteler, Sue Callaway, Tim Saxton, Tim Shaw, Carol Stevenson, Frank Weisgerber, and Mayor Pat Voveris; Town Manager Maureen Hartman; Chief Troy Crowson; and Administrative Assistant Pam Smith

Mayor's Note: Leadership and Committee Reports have been moved to the beginning of our meetings. Reports are posted to our website no less than 3 days before our meetings. Oral reporting at our meetings will be optional. Questions by the audience are encouraged. We hope this change will mean more efficient and productive meetings. Submitted reports will always be an integral part of our meeting minute records even though they may not be read aloud.

LEADERSHIP REPORTS

- **Mayor's Report**—Submitted by Mayor Voveris:

During the month of May I worked closely with our new Town Manager to get her up and running with current Town activity.

The bid opening for the Police Expansion initiative was held on May 10. Since the bid costs were extremely high the Council rejected all bids at our Council Meeting.

On May 25 a meeting was held with Architect Ryan that included Chief Crowson, Town Manager Hartman, Code Constable Hinks, Treasurer Boteler, Council Member Stevenson and me. The discussion led us to the determination we could do the initiative in 3 Phases. A News Update about this was sent to our owners on May 30. Council will discuss & vote at this meeting on going out for bid on Phase 1 of this project.

The micro-surfacing of our roads has taken place and we are working with Kercher Engineering and Asphalt Paving to work out any issues of complaint.

Our Election was held on May 27 and we welcome back 2 incumbents Carol Stevenson and Frank Weisgerber and a new member but familiar face of Tim Saxton to the Council.

On June 5 I attended a meeting at the Selbyville Fire Company sponsored by Senator Hocker and Representative Gray on the topic of Dredging. South Bethany was well represented with 6 of us in attendance to include Councilmen Shaw and Weisgerber and Councilwomen Callaway and Stevenson, and Planning Commission Chair Dick Oliver. A.C.T. representation included Mayors from Lewes, Henlopen Acres, and Fenwick Island, and the Vice Mayor from Bethany Beach.

DNREC made a presentation on Water Management Operations in Delaware with Chuck Williams taking the lead. In response to a question by Councilman Shaw Senator Hocker offered to help us pursue a dredging initiative through legislation he sponsored on Lagoon Tax which would mean our Town would seek a bond issue through referendum of 51% in

favor to self-fund the dredging of our canals. He would also help us with finding a place for our spoils. DNREC was on board to help with the process, but not any money.

The meeting presented the opportunity to ask Tony Pratt of DNREC for help with our beach walkways. DNREC will be on site for us Thursday, June 8. Good news.

On June 8 I will attend a meeting at Legislative Hall with other local Mayors on behalf of the DLLG (Delaware League of Local Governments) to include time with the Governor, Lieutenant Governor, Senate and House.

On June 9 I will attend a memorial brick dedication at Town Hall for the SBHS to recognize former owners and dedicated volunteers, Tony Caputo and John Speer. That same morning a S.C.A.T. meeting will be held in Georgetown and attended by Councilman Shaw and Town Manager Hartman in my absence.

Thank you.

Audience Participation:

Bob Cestone (140 New Castle Dr.) – Regarding a Lagoon Tax, Mr. Cestone stated that he does not believe the canals need dredging. Mayor Voveris stated that the exchange with Senator Hocker was an initial process conversation in which Senator Hocker offered to help the Town in this way if Council needed assistance. Councilmember Shaw clarified that the Lagoon Tax (which would be used to dredge the canals in South Bethany) would be a 10-year bond issue that would result in a contribution of a small amount of money annually from each South Bethany property owner.

Regarding dredging the Assawoman Canal, Mr. Cestone said the south end of the Assawoman Canal (the area between Jefferson Creek and the Little Assawoman Bay) was never completed in 2010. Mr. Cestone said the channel is supposed to be 35 feet wide but it is not; therefore, boaters have a problem when trying to pass each other in that area. Mr. Cestone requested that Council pressure DNREC to do that section first the next time they dredge the Assawoman Canal.

- **Town Manager's Report**—Submitted by Maureen Hartman:
 - Resident relations – I have been meeting with many residents regarding numerous issues such as the microsurfacing, street lights, police department expansion, and barricades.
 - Microsurfacing – Town Hall has received numerous complaints regarding the microsurfacing project. Unfortunately from the beginning, the weather was not cooperating with the placement of the emulsion. Areas where there were numerous complaints consist of Periwinkle, Evergreen, Tamarack, Seaside and Henlopen. Maintenance Supervisor Don Chrobot and I met with the engineer from Kercher and the inspector from the paving company on 5/31. According to the engineer, they will be completing the project by 6/2 (weather permitting) and will address all outstanding issues prior to their leaving. They noted that they have recently completed a project in Bear Trap and suggested using that as an example of completed microsurfacing.
 - Employee policy manual – I have been asked by Council to research and provide revised information for the employee policy manual. That information will be provided at the July 14 Town Council meeting.
 - Election – There was a good turnout for the election. Board of Elections, Election Workers, Staff and I are going to review some of the procedures so that the process will be better streamlined and more efficient for next year. Since this was the first year without the

assistance of Ms. Burbage (and no procedural manual existed for the process), I feel that Staff handled things very well. We will also be compiling a procedural manual for future use.

- Deck - Code Constable Hinks and I have been following up on Town Hall's deck issue and remain in communication with Eastern Shore Porch and Patio for resolution. We have also reached out to the Solicitor for his interpretation. They offered to replace the existing structure with a wood deck but since the wood replacement wouldn't be in-kind monetarily, I requested a refund. They have now countered back by offering to replace with a commercial grade decking. We are waiting for information regarding the manufacturer and product that they plan to offer.
- Proposed Addition for PD - Code Constable Hinks and I have been meeting with Architect Pat Ryan, the Mayor and Chief Crowson regarding the proposed addition of the police department.
- As with the deck issue, Mr. Hinks has been a valuable asset in these meetings and I would highly recommend that he continues to be included in all future meetings regarding this project or any other Town project.
- Street Lights – I met with Delmarva Power representative Jim Smith on May 19. Mr. Smith informed me that Delmarva Power is not responsible for repairing any damages to the Town's ROW that may have been caused by the placement of the lights and any and all damages must be repaired at the Town's expense.
- Secondly, we've had numerous requests from residents for shields for the street lights. Since Delmarva does not provide these, Mr. Chrobot will either have to design a makeshift shield, which may or may not be compliant with the installed lights, or we will need to purchase them at the Town's expense. **Update: Mr. Smith called back regarding shields for the street lights. He is looking into the cost and availability of the shields which he said are hard to get. Mr. Smith said the Town is not allowed to make the shields and retrofit them to Delmarva Power's lights – the shields have to come from the company that provides the lights. During discussion, Councilmember Callaway stated that the Town can get the shields through the consultant in New Jersey.**
- Facebook - I started the Town's first Facebook page and have been providing information regarding beach activities such as yoga and boot camp; Art in the Hall; weather related updates; and general Town information. I plan to add the link to the website as well.
- Elected Officials and Staff – I've been working closely with the Mayor and Council, as well as the various committee members, in order to familiarize myself with the Town's government and structure. I've also been working with Don and the maintenance department on various items pertaining to the Town and beach. I met with Capt. Dacey who provided background information to me regarding the life guard's policies and procedures. Admin staff continues to work in a positive manner and things have been running smoothly.

- **Treasurer's Report**—Submitted by Councilmember Boteler:

6/7/2017

Town of South Bethany
Monthly Treasurer's Report - As of May 31, 2017
 by Don Boteler, Treasurer



Fiscal 2018 Year-to-Date (5/1/17 – 5/31/17) Revenues and Expenditures

	<u>Adopted Budget</u>	<u>Amended</u>	<u>Total Budget</u>	<u>Actual</u>	<u>%</u>
Total Operating Revenue	\$2,278,867	\$0	\$2,278,867	\$135,486	6%
Total Operating Expenditures	<u>\$2,278,867</u>	<u>\$0</u>	<u>\$2,278,867</u>	<u>\$89,689</u>	<u>4%</u>
Revenue less Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$49,252</u>	
Revenue from Grants/Donations	\$136,421	\$0	\$136,421	\$0	0%
Expenditures from Grants/Donations	<u>\$136,421</u>	<u>\$0</u>	<u>\$136,421</u>	<u>\$5,311</u>	<u>4%</u>
Revenue less Expenditures	\$0	\$0	\$0	(\$5,311)	
Capital/Reserve Revenue (from Fund Balance)	\$555,802	\$0	\$555,802	\$0	0%
Capital/Reserve Expenditures	<u>\$555,802</u>	<u>0</u>	<u>\$555,802</u>	<u>21,714</u>	<u>4%</u>
Revenue less Expenditures	\$0	\$0	\$0	(\$21,714)	
Total Revenue - All Funds	\$2,971,090	\$0	\$2,971,090	\$135,486	5%
Total Expenditures - All Funds	<u>\$2,971,090</u>	<u>\$0</u>	<u>\$2,971,090</u>	<u>\$116,714</u>	<u>4%</u>
Revenue less Expenditures	\$ -	\$0	\$0	\$18,772	

Fiscal 2018 (5/1/17 – 5/31/17) Summary of Year-to-Date Departmental Budget to Actual

<u>Revenues:</u>	<u>Budget</u>	<u>Amended</u>	<u>Total Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$511,206		\$511,206	\$24,284	5%
Realty Transfer Taxes	\$355,000		\$355,000	\$27,585	8%
Gross Rental Taxes	\$540,000		\$540,000	\$4,489	1%
Grants	\$136,421		\$136,421	\$0	0%
All other revenue	\$872,661		\$872,661	\$79,128	9%
Appropriated Fund Balance	<u>\$555,802</u>	<u>\$0</u>	<u>\$555,802</u>	<u>\$0</u>	<u>0%</u>
Total Revenue	\$2,971,090	\$0	\$2,971,090	\$135,486	5%
	\$0				
<u>Expenditures:</u>					
General & Administrative Department	\$648,721		\$648,721	\$24,096	4%
Public Works Department	\$260,628		\$260,628	\$14,770	6%
Trash	\$317,865		\$317,865	\$0	0%
Public Safety Department	\$704,489		\$704,489	\$47,713	7%
Ambulance	\$74,306		\$74,306	\$0	0%
Beach Patrol Department	\$251,422		\$251,422	\$3,109	1%
Town Committee	\$29,495		\$29,495	\$0	0%
Grants	\$136,421		\$136,421	\$5,311	4%
Other (Capital)	<u>\$547,743</u>	<u>\$0</u>	<u>\$547,743</u>	<u>\$21,714</u>	<u>4%</u>
Total All Expenses	\$2,971,090	\$0	\$2,971,090	\$116,714	4%

Highlights on Revenue

Revenues are tracking to budget

Highlights on Expenditures

Expenditures are tracking to budget

Public Comment: Jack Whitney (105 Boone Rd.) – Requested that information on the FY2017 Budget Review be posted on the Town’s website before the data is presented at the Town Council Workshop.

- **Police Department Report**—Submitted by Chief Troy Crowson:

Departmental Training

PtIm. Megan Loulou attended the Drug Investigations course at the Delaware State Police Academy from May 15th through May 19th. This course covers major drug topics including: current drug problems in Delaware, major drug investigations, covert surveillance, wire interception orders, complex search warrants, subpoenas and court orders, and arrest warrant search warrant planning and execution.

Office of Highway Safety Impaired Driving Mobilization

The South Bethany Police Department will be participating in the Impaired Driving Mobilization hosted by the Office of Highway Safety. Extra officers will be patrolling the highway for DUI’s between June 5th and June 25th. The goal of OHS is to decrease alcohol impaired driving fatalities 10% from the 2010-2014 calendar year average by December 31st, 2017.

Walmart Grant

The South Bethany Police Department has submitted a request for a Walmart Community Giving Program Grant. If approved, funds would be obtained through this grant to cover the cost of bicycle lights for the police department’s annual bicycle safety event. Currently, the department does not have funds available to host this event, but hopes the approval of this grant would give us the resources needed to hold two bicycle safety events this year; like last year, where officers can educate the public and raise awareness on the importance of bicycle safety, while installing and handing out bike lights at no cost to the community.

Special Olympics

Chief Crowson will be representing our department by attending the Parade of Athletes for the 2017 Special Olympics Delaware on June 9th, at the University of Delaware. Our department will also be sending a participant for the Special Olympics Torch Run events June 7th through 9th. **Update: The department will be working with Autism Delaware again this year through their POW&R (Productive Opportunities for Work and Recreation Program) in which a person will be working in conjunction with the Police Department’s Administrative Assistant to get experience in the work force.**

Parking Permits

As a reminder, parking permits have been in effect since May 15th. Please remember to have your parking permits visible when parking in an area that requires them. The police department is open on weekends throughout the summer to sell parking permits when the Town Hall is closed.

Barricade

Also, the barricade at Black Gum and Kent Avenue has been back in effect since May 15th. It will be in place from 10 am to 1 pm throughout the summer, until September 15th and will be strictly enforced. Please do not attempt to enter the community during those hours, if necessary access is available using Coastal Highway.

- **Beach Patrol Report**—Submitted by Capt. Ryan Dacey:

May 27-June 6

- Memorial Day weekend, great start to summer with a full staff
- New guards working hard in training
- Phragmites cleaned off the beach
- First competition- June 26 in Ocean City

COMMITTEE REPORTS

- **Budget and Finance Committee** – Submitted by Councilmember Boteler:

The Committee has not met since a series of primarily budget related meetings held during the winter, concluding with the March 13 meeting. The Committee's next meeting is scheduled for June 19; a meeting agenda will be posted on June 12. The agenda is still being planned, but items likely to be included are (1) a review of fiscal 2017 results (2) analysis of reserve accounts, (3) consideration of certain items that could potentially constitute a recommended budget adjustment(s), (4) continued efforts to develop future projections of major revenue and expense categories and (5) status of fiscal 2017 audit.

The Committee welcomes new member Joe Mormando.

- **Canal Water Quality Committee** – Submitted by Councilmember Weisgerber:

Signs explaining Oyster deployments along South Anchorage canal are in and will be installed at the ends of Petherton, Brandywine, Henlopen, New Castle, Layton and Bayshore so that foot traffic will get a better understanding of what Water Quality effort the Oysters are performing. Signs also will be installed on street end bulkheads so water traffic will be made aware of the Oysters and asked to avoid the area.

Requests by owners for Oysters and Floating wetlands continue to come in and are being kept in a spreadsheet unfortunately all that we were permitted to deploy have been exhausted but we've asked for additional permits and if our requests are honored by DNREC then owners on the wait list will be contacted.

Early June 2017 the Center for Inland Bays will return to South Bethany waters and cut the pipes anchoring the South Anchorage Oysters to an agreed upon length and brightly colored covers will be attached so boats clearly see and made aware of the cages.

Currently working with CIB on a possible pilot to deploy Oysters and Floating Wetlands at a canal end yet to be determined to monitor dissolved oxygen and water clarity before and after. CIB and DNREC are of the opinion that our canal ends currently cannot support the Oysters due to low DO yet info found in our research leads us to believe it's possible.

Update on Algae Blooms: The macroalgae harvesting is a free service to the Town from DNREC to remove algae blooms. DNREC is down to three people on their staff. The Town is in DNREC's macroalgae harvesting queue.

Reporting Algae Blooms: Property owners are encouraged to send emails to Scott.Figurski@state.de.us or Robert.Shockley@state.de.us to contact the Macroalgae Harvesting Team. Your name, email address, and daytime telephone number are required in the email. If you have the GPS coordinates, please include them in the email. Or submit information by mail to Macroalgae Harvesting Team, Shoreline and Waterway Services Facility, 901 Pilottown Road, Lewes, DE 19958 or phone 302-855-7290. The following is DNREC's Macroalgae Harvesting Team's website page:

www.dnrec.delaware.gov/swc/Shoreline/Pages/Macroalgae.aspx

- **Charter and Code Committee** – Submitted by John Fields, Chair:

The Charter and Code Committee has not held a meeting since the last Council meeting in May 2017 therefore the Committee has nothing to report at the June 2017 Council meeting.

- **Communications and Public Relations Committee** – Submitted by Councilmember Stevenson:

Assawoman Canal Trail

This long-term project by DNREC will benefit South Bethany by connecting our town with neighboring communities and nature areas by a hiking/biking trail. Although progress continues on the trail, there will no longer be monthly regular reports. Town Manager Maureen Hartman and I will continue to monitor progress of the trail, and when new information is available we will bring it to the community.

Communications and Public Relations

The Communications and Public Relations Committee met on May 10th. During the month of May, the committee teamed with the Community Enhancement Committee to sponsor an opening night reception for the Art in the Hall Photography Exhibit which was held on May 26th. The Committee Chair, members Ann Boteler, Margaret Oliver, Linda Whitney, Lisa Saxton, and volunteer Susan Brune provided refreshments for the reception and helped host a very successful event. It was standing room only as South Bethany Photographers, families, friends and neighbors enjoyed the exhibit. Many new faces were present and it was a great way to bring the community together and showcase the talent in our town! The exhibit continues through June 24th.

Realtor Outreach Program has been completed and individual members will be reporting back to the committee as a whole at the next meeting on June 13th. Initial reports noted that realtors appreciate the very positive relationship that has developed between realtors, the Communications and Public Relations Committee, and the Town of South Bethany. They also report that the proposed 8% state accommodation tax will be a hardship on owners of rental property as well as realtors. Realtors urged the town to encourage defeat of this bill. The Chairman has conferred with Senator Hocker on the bill and he is indeed working for its' defeat.

Communication through the use of Facebook has been added to our Town thanks to Maureen Hartman our Town Manager. The June Calendar of Summer Fun Events and information about Yoga on the Beach are posted via Facebook! More Fun Event Calendars will follow each month on Facebook. The Web Page "News and Current Events" area will continue to list all upcoming activities. Email Update reminders will be sent to the community also. Signs at beach walkways for Yoga and Boot Camp have been placed at all walkways. Yard signs announcing other activities will be positioned around town at appropriate times.

Yoga on the beach begins this week. The June 6th class was cancelled due to rain, however other classes will follow a Tuesday Thursday schedule at 8 am on the beach at South 3rd Street for the remainder of the summer. Meghan Hanebutt and Deborah Finger will be this summer's instructors.

Boot Camp trainers and South Bethany residents Mel and Kim Royster provided a master class at 7am on May 27th with over 15 participants. Classes will resume at 7 am on Tuesdays and Saturdays at North 6th Street on June 10th.

Plans for the July 2nd Boat Parade are complete although there is still time for individual boats to sign up. Thirteen boats are currently registered. The vessels will gather in Jefferson Creek between 4:30 and 5 pm on Sunday July 2nd. Each boat will have a large number on both sides of their boat to assist with the lineup and judging. Boats will be in specific order to allow for ease in turning safely at canal ends. The route will follow Jefferson Creek Canal, to Anchorage Canal, Bayshore Canal to York Canal and back to the starting point at Jefferson

Creek. Kent Stephan, Boat Parade Committee Cochairman will lead the parade, Joe Conway will provide the safety boat, and Peter Bogetti will bring up the rear of the parade. Judging will occur on the point at Rebecca Road where Anchorage and Bayshore Canals intersect. Judges will be Dave Wilson, and Lori and Frank Cicero. Awards for the Most Patriotic, Most Creative, Funniest, and Best in Show will be given. Spectators are urged to encourage their favorite boats from the shoreline along the route by waving flags and cheering! A 7pm awards ceremony will be held at town hall for all boating participants and their guests, with hotdogs, chips and drinks provided.

July 3rd will be the date for the first ever Free Band Concert in South Bethany. The Over Time Rock Band will perform at Town Hall Outdoors from 7 to 8:30 pm. Residents are urged to walk to the event and bring lawn chairs. The band will play music for all ages including the soon to be famous song "South Bethany." July 5th is the rain date for that event.

The Town of South Bethany will again participate in the Bethany Beach Independence Day Parade by entering a Parade Float Celebrating South Bethany! The parade begins at 12 noon on July 4th. For those residents who cannot attend the parade in Bethany Beach Parade, the South Bethany Float will be driven down Ocean Promenade and Evergreen Rd after completing the Bethany Parade Route and will be parked at the Anchorage Fore bay area for viewing.

Two summer movies will be provided on the beach for the summer season. The Thursday July 13th offering will be "The Secret Life of Pets" and the Thursday August 3rd film will be "Moana." Popcorn and small treats for children will be provided. Movies will start at 8:30 pm on the beach at South 3rd Street.

Volunteers make all these summer activities possible, so consider helping our town be "The Best Little Beach in Delaware." Please call the Town Hall to volunteer to help as an usher at the July 3rd Band Concert, to help decorate or star in the South Bethany Float on July 4th, or pass out popcorn and treats to children at our movie nights.

The next Communications and Public Relations Meeting will be held on June 13th from 1 to 3 pm. All are also welcome to attend.

- **Community Enhancement Committee** – Submitted by Councilmember Callaway:

The CEC will not meet during the months of June and July as members are busy working on the Photography Exhibit, the annual Adopt Beauty Contest and volunteering for other town-sponsored summer activities.

Public Works Update

Public Works continues to work on enhancing landscaped areas along Route 1 including the York Beach Mall area. They will install American flags along the Route 1 pedestrian pathway for the July 4th week as part of a CEC initiative started last year.

Historic Sign Project

The CEC and the Historic Society invite South Bethany residents and guests to visit the five historic signs located along the Russell Road side of Richard Hall Memorial Park. They are important physical markers of our town's history!

Adopt-A-Canal End Program

Dates for the 7th Annual Adopt Contest have been set and this year will include 34 canal/road ends. The contest will begin Friday, June 30th and run until Thursday, July 20th. Photos of each canal/road end will be taken this year by South Bethany resident photographer Michael McGowan during the week of June 12th. Letters have been sent to all adopters announcing the dates of the contest. Contest signs will be installed on June 29th.

Thanks to all CEC volunteers for making this happen. Email News Updates will be prepared and sent out announcing the annual contest and encouraging participation in the contest. The CEC will work with Janet Powell, Town Clerk to coordinate the logistics of the online and paper ballot voting process.

2017 Photography Exhibit

The CEC hosted a very successful Opening Night of ART IN THE HALL - the 2017 South Bethany Photography Exhibit on May 26th. More than 140 guests attended the Opening! Many thanks to the CEC members who worked very hard to arrange the Exhibit and to the Communications & Public Relations Committee's volunteers who provided wonderful refreshments and decorations. Twenty-five outstanding amateur and professional South Bethany photographers are participating in the Exhibit which is located at the Town Hall from Friday, May 26th to June 24th. Email News Updates announcing the Exhibit and the Opening Night have been distributed and reminder Updates will continue to be sent during June. We invite everyone to stop by the Exhibit to show your support for these local talents! The Exhibit will be open during regularly scheduled weekday Town Hall hours and during weekend Town Hall events and activities.

Improvement of Town Hall Yard Waste Area

The CEC will re-visit possible options for the revitalization of the yard waste area adjacent to the Town Hall parking lot at its August meeting. Discussion will focus on landscaping options only.

Addendum:

CEC Chair, Sue Callaway attended the 6-5-17 meeting focused on the dredging of Delaware waterways hosted by Senator Hocker and Representatives Gray and Collins. Dredging funds are sorely inadequate to address the many needed projects within Sussex County. DNREC is exploring funding strategies as well as developing new plans that focus on priority projects. South Bethany is considered a lagoon community and may be eligible for bond funding for dredging of our canals.

In addition, in discussion with Senator Hocker at the dredging meeting, he expressed concerns that HB 130 – the accommodations tax bill – while still in Committee – has gained significant support from those representatives outside of Sussex County. It is important that we continue to express our lack of support for this bill. Bethany Beach Councilmember Lew Kilmer, however, said that the legislative committee he is a member of, does not see this bill passing and expressed a different point of view from Senator Hocker.

ADOPTION OF MINUTES

- **Town Council Organizational Meeting Minutes, June 3, 2017** – Motion made by Councilmember Shaw, seconded by Councilmember Saxton, was unanimously carried to accept the June 3, 2017, Town Council Organizational Meeting Minutes with the following amendment under the Proposed Changes to the Established Committee Guidelines: *A motion was made by Councilmember Saxton, seconded by Councilmember Shaw, that Council accept the proposed changes to the Committee Guidelines.*
- **Discussion and possible vote to amend the May 12, 2017, Town Council Regular Meeting Minutes which were approved at the May 19, 2017, Town Council Workshop Meeting.** – A motion was made by Councilmember Shaw, seconded by Councilmember Saxton, to accept the May 12, 2017, Town Council Regular Meeting Minutes as amended at the request of Traffic Committee Chair John Janowski as follows (where applicable, additions are **highlighted** and deletions **marked through**):

Traffic Committee Chairman John Janowski gave a PowerPoint Presentation titled South Bethany Traffic Calming/Pedestrian Safety Study (attached). ~~The Traffic Committee made the following recommendations to Council:~~

The presentation focused on:

- *studying and ranking a dozen alternatives*
- *monitoring existing conditions*
- *a detailed description of Alternative 1B*

Recommended Alternative: *Out of the many alternatives evaluated, the Traffic Committee recommends Alternative 1B: A striped walkway on one side of the existing roadway between Kent Avenue and Coastal Highway with a possible separate walkway on Cattail Road like the existing walkway on Russell Road. The segment of Canal Drive between Tamarack Drive and Russell Road will require widening within existing ROW for a striped walkway.*

Before acting on Alternative 1B, the Committee recommends to Council the following:

- ❖ Remove painted yellow & white lines through study corridor (Kent Ave. to Route 1)
- ❖ Monitor: traffic speed and volume for season
- ❖ Monitor: non-vehicular traffic volume for season
- ❖ Survey corridor residents on cartway extension as preparation for DeIDOT TAP (Transportation Alternatives Program) project
- ❖ Survey Town residents on TAP project

The Committee will deliver a written report documenting their study to the Council in September.

The Traffic Committee functions will transition to the Planning Commission.

The motion was unanimously carried.

PROPERTY OWNERS' PARTICIPATION

- John Blumenstein (5 S. 8th St.) – Recommended putting pictures of the Town Staff and Police Department on the Town's website.
- Chris Keefe (6 N. 3rd St.) – Inquired about the lines DeIDOT was putting down on Route 1. A discussion ensued. No definitive conclusions were reached.
- Ed Nazarian (20 Peterson Dr.) – Asked if the Town was watching for property owners who are renting their homes on the internet. Mr. Nazarian's concern is a loss of revenue to the Town. Mayor Voveris said the Town does watch for this. She added that it is a common problem throughout the country.

DISCUSSION AND POSSIBLE VOTE TO HIRE ICMA/CPSM TO REVIEW/ASSESS OUR POLICE DEPARTMENT OPERATION, POLICIES AND PROCEDURES INDEPENDENT OF THE STUDY BY DR. GREG WARREN, WHO IS CURRENTLY ASSESSING COMPENSATION, INCENTIVES, PROMOTION POLICY. COST ESTIMATED AT \$6,000. (TIM SAXTON AND FRANK WEISGERBER)

Councilmember Saxton said due to the rising costs over the last few years within the Police Department budget it is time to take a fresh look to see if there are ways within the Police Department operation to include efficiencies that would help reduce the budget. The goal is to save on long-term costs. Councilmember Saxton said this study would be different from Dr.

Warren's study because it will come more from a management perspective. The review will also include a squad analysis.

Councilmember Weisgerber stated that ICMA/CPSM are national organizations and they recently reviewed Tucson, Arizona's Police Department. Later in the discussion Councilmember Boteler and Property Owner Chris Keefe said they were familiar with the organizations through their work and they are good organizations.

Councilmembers Saxton and Weisgerber recommend that they be the point people for Council along with the Town Manager. They recommend that the Town Manager handle the organization and coordination of the project.

Councilmembers Saxton and Weisgerber recommend utilizing the grant funds that Sussex County gives the Town that can be used for the Police Department.

Mayor Voveris noted the estimate for the review is \$6,000, but she suggested increasing that to up to \$8,000 because the cost is based on time and material.

Councilmember Callaway suggested exploring the option of an Executive Session so that Council can be in one session with the organization rather than having to do two separate sessions. Mayor Voveris stated that there are restrictions regarding Executive Sessions, but she will check with the Town Attorney again.

Public Comment: Tom Barletta (4 Bayshore Dr.) - Asked if there would be an opportunity for input from the community. Councilmember Shaw said after the review is complete Council will discuss the review at a public meeting and there will be an opportunity for public input at that time.

Motion and Vote: A motion was made by Councilmember Boteler, seconded by Councilmember Weisgerber, that the Town retain CPSM for the purpose described with a budget up to \$8,000. The motion was unanimously carried.

POLICE STATION CONSTRUCTION PHASING PLAN - DISCUSSION AND POSSIBLE VOTE TO MOVE FORWARD TO ADVERTISE FOR BID ON PHASE 1

Today at noon the Town received a document and a proposal from the architect for repurposing the existing Police Station space to address immediate safety concerns.

Mayor Voveris asked Council to table this agenda item and address what the architect has sent on repurposing the existing space at the June 22, 2017, Town Council Workshop Meeting.

Public Comment: Mr. Whitney asked that Council post something on the website in advance so the public can come to the Workshop with some knowledge.

Chief Crowson asked if the repurposing of the existing building is in lieu of Phase 1 or is that a temporary measure until Phase 1 is complete. Mayor Voveris said it could be in lieu of Phase 1 if it is enough.

Chief Crowson expressed his concern about the grant money for capital improvements that was spent on the plans. After discussion Mayor Voveris said we will look into it because we want to make sure we don't jeopardize that money.

Mayor Voveris said this agenda item is tabled, and at the June 22, 2017, Town Council Workshop Meeting Council will discuss the new proposal from the architect on repurposing the building.

DISCUSSION AND POSSIBLE VOTE TO CHANGE THE TIME OF THE TOWN COUNCIL REGULAR MEETINGS TO 2 P.M. TO 4 P.M.

A motion was made by Councilmember Shaw, seconded by Councilmember Boteler, to change the Town Council Regular meeting time to 2-4 p.m.

Councilmember Callaway said in our community survey about a year and a half ago the following question was asked: Would you support a change in the time of Town Council Friday meetings? Councilmember Callaway said that out of a total of 860 responses over 500 voted for no change, 20 supported 2-4 p.m. and 40 supported 4-6 p.m. Councilmember Callaway feels Council needs to leave the Town Council Regular Meeting time at 7-9 p.m.

Councilmember Stevenson said she had approximately six people talk to her about this issue. One person thought it was a good idea. The rest of the people thought Council should keep the meeting time at 7 p.m. because they could get here from out of town by then or they worked locally and wanted to be able to work all day and then come to the meeting. Councilmember Stevenson added that the staff overtime does not have to be an issue if it is properly managed. Councilmember Stevenson feels Council has to support the results of the survey.

Public Comment:

Sandy Raymond (5 N. 3rd St.) – Agreed with Councilmember Callaway. Ms. Raymond stated that the Town has many property owners who only come on weekends. Ms. Raymond asked if Council was prepared to stream the meetings. Mayor Voveris said there is not a thought to do that, but if a Councilmember wants to talk about it she could put it on a Workshop agenda. Mayor Voveris said she does not see the need with the communications that the Town sends out. Councilmember Callaway noted that Council looked into streaming the meetings when Participation by Remote Access started, and there are a lot of equipment issues that have to be figured out for streaming.

Pat Weisgerber (148 Anchorage Dr.) – Spoke in support of the time change.

Bob Amoruso (144 Petherton Dr.) – Spoke in support of the time change.

Bob Cestone (140 New Castle Dr.) – Suggested that if Council makes the change, do it on a trial basis of three months. Mayor Voveris stated that if this passes it is only ten meetings that Council is signing onto. She added that the Council will be listening and observing, and next year at the Town Council Organizational Meeting it can be changed back if it is not successful.

John Stefani (6 N. 3rd St.) – Asked if the issue is that people can't get to South Bethany for the meetings and they have questions about certain agenda items, couldn't they submit their questions in advance. Mayor Voveris said yes.

Tom Roche (141 Henlopen Dr.) – Stated that out of respect for the present Councilmembers and the future Councilmembers who are volunteers, the Councilmembers should make the decision because they are the only people required to be at the Council meetings.

Ed Nazarian (20 Peterson Dr.) – Agreed with Councilmember Callaway regarding the survey. Mr. Nazarian added that it depends on the subject matter – if it is something people are interested in, they will come to the meeting.

Voting: The voting was as follows:

FOR THE MOTION: Mayor Voveris and Councilmembers Shaw, Boteler, and Weisgerber

AGAINST THE MOTION: Councilmembers Saxton, Callaway, and Stevenson

The motion carried with a 4-3 vote.

DISCUSSION AND POSSIBLE VOTE TO APPROVE THE 2017-2018 MEETING SCHEDULE

A motion was made by Councilmember Saxton, seconded by Councilmember Shaw, to approve the 2017-2018 Meeting Schedule with the 2 p.m. start time of the Town Council Regular Meetings. The motion was unanimously carried.

Mayor Voveris requested that the 2017-2018 Meeting Schedule be published on the Town's website.

DISCUSSION & POSSIBLE VOTE THAT THE COUNCIL MEETING PACKET INFORMATION IS OPTIMALLY AVAILABLE TO COUNCIL AT THE TIME THE AGENDA POSTS, AND NOT LATER THAN 3 DAYS BEFORE THE MEETING.

Mayor Voveris said this will be in sync with the Leadership and Committee Reports. It will also make sure Council has time to digest and preview the information in advance of the meeting.

A motion was made by Councilmember Boteler, seconded by Councilmember Saxton, that the Council meeting packet information is optimally available to Council at the time the agenda posts and not later than three days before the meeting. The motion was unanimously carried.

ADJOURNMENT

A motion was made by Councilmember Shaw, seconded by Councilmember Boteler, to adjourn the June 9, 2017, Town Council Regular Meeting at 8:20 p.m. The motion was unanimously carried.