

**TOWN OF SOUTH BETHANY
LEADERSHIP AND COMMITTEE REPORTS
FOR OCTOBER 12, 2018, TOWN COUNCIL REGULAR MEETING**

LEADERSHIP REPORTS

- **Mayor's Report**—Submitted by Mayor Saxton:
 1. Along with the Town Manager attended the Association of Coastal Towns (ACT) meeting on September 28th. Key items discussed at the meeting:
 - a. Discussion on the Permitting Process for Dredging providing information on the definitions of new dredging versus maintenance dredging, the use of dredging material within Marsh lands and reuse of dredged material.
 - b. Discussion on potential companies to assist with the monitoring of Internet rental platforms, such as VBRO, to increase rental collection. A company was referenced at the meeting and Maureen is going to follow up on this company to understand the tools and cost that can be provided.
 - c. With the contracting of Tony Pratt, I have arranged a meeting with members of Canal Water Committee members, Beach Access Committee, myself and Town Manager to discuss various issues the town is facing such as Canal Water Quality, Beach Access and flooding in low lying areas. The meeting to be held on October 11th.
 2. Worked with the Ambulance SOC to review contract renewal proposal. These discussions will continue as the committee works to renew an agreement with BBVFC.
 3. Met with the Town Manager and Chief of Police regarding the hiring of two new officers for the Police Department. Along with the Chief and Town Manager interviewed an additional candidate.
 4. Attended SCAT meeting on October 10th.
 5. Continued work with the Town Manager on negotiating renewal of the Town contract with Sharp Energy.
- **Town Manager's Report**—Submitted by Maureen Hartman:
 - Residents will be receiving information via occasional News Updates and Facebook messages regarding flooding, FEMA, wetlands and flood insurance, as a means for the Town to remain in compliance with the Community Rating System's (CRS) outreach program. By providing this information, South Bethany can retain the 10% flood insurance discount for its residents. Other updated information is available on the Town's website and in the lobby of Town Hall.
 - We received a \$9,502 dividend check from DFIT, the Town's Worker's Compensation Provider. This brings our dividend total received for the year to \$19,000. The refunds speak volumes to our staff and Safety Committee leader, Rick Gentile.
 - As stated in my September report, South Bethany is now involved with other coastal communities in a Delaware Coastal Programs Resilient Community Partnership. Our most recent meeting was October 3, with a discussion and review of ordinances regarding pervious and impervious cover.
 - All the lifeguard chairs and the shack have been removed from the beach.
 - October 7 to 13 is Fire Prevention Week.
 - Councilwoman Stevenson and I continue to work on the Town's 50th anniversary celebration. Pam and Janet are also assisting.
 - The Towns of South Bethany and Fenwick Island will be hosting the January 9, 2019 Sussex County Association of Towns (SCAT) meeting. We have already secured a speaker, but the location is TBD.

OCTOBER REMINDER

Town Council Regular, 6:00 PM
Town Council Workshop, 3:00 PM

October 12, 2018
October 25, 2018

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

10/9/2018

Town of South Bethany
Monthly Treasurer's Report - As of September 30, 2018
 by Don Boteler, Treasurer



				%	
Total Operating Revenue	\$2,394,690		\$2,394,690	\$1,426,688	60%
Total Operating Expenditures	<u>\$2,394,690</u>		<u>\$2,394,690</u>	<u>\$1,128,379</u>	47%
Revenue less Expenditures	\$0	\$0	\$0	<u>\$298,309</u>	
Revenue from Grants/Donations	\$7,624		\$7,624	\$1,210	16%
Expenditures from Grants/Donations	<u>\$7,624</u>		<u>\$7,624</u>	<u>\$1,210</u>	16%
Revenue less Expenditures	\$0	\$0	\$0	\$0	
Capital/Reserve Revenue (from Fund Balance)	\$197,966		\$197,966	\$82,652	42%
Capital/Reserve Expenditures	<u>\$197,966</u>		<u>197,966</u>	<u>82,652</u>	42%
Revenue less Expenditures	\$0	\$0	\$0	\$0	
Total Revenue - All Funds	\$2,600,280	\$0	\$2,600,280	\$1,510,550	58%
Total Expenditures - All Funds	<u>\$2,600,280</u>	<u>\$0</u>	<u>\$2,600,280</u>	<u>\$1,212,241</u>	47%
Revenue less Expenditures	\$ -	\$0	\$0	\$298,309	

Fiscal 2019 (5/1/18 – 4/30/19) 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	\$520,463		\$520,463	\$514,719	99%
Realty Transfer Taxes	\$380,000		\$380,000	\$273,578	72%
Gross Rental Taxes	\$522,000		\$522,000	\$21,174	4%
Grants	\$7,624		\$7,624	\$1,210	16%
All other revenue	\$947,790		\$947,790	\$699,870	74%
Transfer from Reserve (Capital Projects)	\$197,966		\$197,966	\$0	0%
Budgeted Surplus	<u>\$24,437</u>		<u>\$24,437</u>	<u>\$0</u>	0%
Total Revenue	\$2,600,280	\$0	\$2,600,280	\$1,510,550	58%
<u>Expenditures:</u>					
General & Administrative Department	\$691,838		\$691,838	\$327,047	47%
Public Works Department	\$268,075		\$268,075	\$95,711	36%
Trash	\$327,400		\$327,400	\$136,559	42%
Public Safety Department	\$733,316		\$733,316	\$274,455	37%
Ambulance	\$74,518		\$74,518	\$18,537	25%
Beach Patrol Department	\$274,653		\$274,653	\$260,323	95%
Town Committee	\$24,890		\$24,890	\$15,746	63%
Grants	\$7,624		\$7,624	\$1,210	16%
Other (Capital)	<u>\$197,966</u>		<u>\$197,966</u>	<u>\$82,652</u>	42%
Total All Expenses	\$2,600,280	\$0	\$2,600,280	\$1,212,241	47%

Highlights on Revenue

Property Taxes - there are 15 delinquent property tax bills
 Transfer Tax is 30.5% higher this year compared to last year at this time

Highlights on Expenditures

Expenditures are tracking to budget

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

6th Annual Operation Seas the Day!

The annual 2018 Warrior Family Beach Week was from September 4th-9th in Bethany Beach. Each year volunteers organize and facilitate a beach week event for our wounded soldiers and their families as a means of showing our appreciation for their service and sacrifice. The Police Department participated in the "Welcome Home Motorcade" to transport warrior families from Sea Colony to the Freeman Stage at Bayside for a concert! Chief Crowson was contacted by Operation Seas the Day in regards to a special request from one of the wounded warriors who wanted to take photos and ride in the hummer on Saturday, September 8, 2018. It was our pleasure to oblige.

Office of Highway Safety

The South Bethany Police Department has participated in "Drive Sober or Get Pulled Over" from August 16th through September 4th. The Delaware Office of Highway Safety core outcome and behavioral measures target for alcohol impaired driving fatalities is to decrease impaired fatalities so that the alcohol impaired fatalities has a five year (2014-2018) average of 43.

Officer Vacancy and Complaint Reporting

There has been diligent advertisement and search for officers to fill the vacancies in the South Bethany Police Department over the last 5 months. Applications for these vacancies have not been plentiful after phone inquiries by potential candidates concerning rank structure.

We will be conducting an interview with an eligible candidate on Wednesday, October 10, 2018. If successful, we may fill one of two available slots in the department while we aggressively continue our search for the second certified candidate. Filling the two slots will take us back to a 5 officer department. For the last two years we have had a 6 officer department.

The department continues to have open hours due to the loss of employees. We have had approximately 1,952 man hours lost from May through September. These hours do not include our current officers' vacation, sick or comp time (some of these hours listed above have been covered by Chief of Police).

Our department number is 302-539-3996. If an officer is on duty and available your call will be answered by the officer. Nationwide, citizens are always encouraged to dial 911 for all emergencies. Please use our 302-539-3996 for all non-emergency calls. If no response, citizens are encouraged to contact SUSCOM non-emergency line at 302-855-2980. SUSCOM will then dispatch the appropriate agency with whom we share mutual aid agreements, such as the State Police, Bethany Beach Police, Fenwick Island Police and Ocean View Police. In addition to mutual aid, SUSCOM when necessary will contact the Chief of Police who is available 24/7.

COMMITTEE REPORTS

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

The Charter and Code Committee is currently working on the issue of permitting the installation of small cell towers that would provide 5G broadband service in South Bethany. This is new technology. A lot needs to be learned about this before the Committee can make a recommendation to the Council concerning its use.

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

Yoga, Boot Camp, and Adult Interval Fitness Classes have ended for the year. It was a successful season for all and the Fitness Class was a welcome addition. Many positive comments were received by the Committee and our volunteer leaders, Debbie Finger and Mel and Kim Royster.

The Committee met on September 12th to plan for the rest of the fiscal year and beyond.

A Halloween Pot Luck Dinner Party is planned for October 27th at Town Hall. Look for a Flyer in the South Bethany Email Updates, check the Town Bulletin Boards or Website for details, or call the Town Hall for more information. Costumes are encouraged. Another Town Pot Luck Dinner is planned for March 16th, 2019; a St. Patrick's Day Party. Everyone will be Irish for the evening. More information will be provided later in the year.

Plans for the Town 50th Anniversary Party to be held on June 30, 2019 were discussed. This town wide party will be held from 1 to 4pm outside in the Town Hall Parking Lots. Tents will provide shade, and plans are being made for music, food, exhibits from local public service organizations as well as our own organizations. There will be door prizes, free gifts, snow cones, face painting and fun for children and adults. The Committee will help with planning and execution of the event. Also assisting with planning and funding and staffing of the event are the South Bethany Property Owners Association, the South Bethany Women's Club, and the South Bethany Historical Society. The SBPOA has generously agreed to provide food for the event, and the SBHS is planning a very large surprise. The SBWC has volunteered to provide a staff of volunteers. The SBPOA plans to continue the Annual Boat Parade on Saturday June 29th for added enjoyment.

Since the Anniversary Party will be such a big event requiring town employee participation, it was decided that no Independence Day Float would be built for the year 2019. The annual Band Concert usually held on July 3rd will not be held as there will be music provided at the Celebration on June 30th. We look forward to a wonderful celebration of our 50th year of incorporation. Watch for more information in the Zephyr, Website, and Email Updates.

The Committee also discussed the ability of Town staff to manage some of the future programs and duties currently performed by the Committee. Also discussed was the value of the Realtor Outreach Program.

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

CEC Meeting Held Friday, September 26, 2018

The following CEC members were present: Sue Callaway, Chair; Donna Farrow, Diann Nazarian, Bobbe Stephan, Kent Stephan, Carol Stevenson, and Jon Stiffler, Public Works Supervisor. Garnet Timabario was absent.

CEC Updates

- The Children's Little Free Library will be installed in the spring 2019.
- Fall decorations were installed on Tuesday, October 2 at the North and South Welcome Sign Areas on Route 1. Thank you Public Works for doing such a nice job!

Update on Adopt-A-Canal Program

- The 2018 Fall Adopt Program Update was prepared and sent out as an Email News Update on Saturday, October 6, 2018. The Update provides a comprehensive list of all

35 adopted canal/road ends and the status and names of all the current and original adopters. The CEC appreciates the support and involvement of all adopters!

Update on the South Bethany Fitness Area

- The Monday Fitness Classes have concluded for the off-season and will resume in 2019. We appreciate the support and involvement of instructors Mel and Kim Royster.

2019 50th SB Anniversary Celebration

- The CEC will be closely involved with the 2019 50th SB Anniversary Celebration of the town's incorporation. The CEC will volunteer help and sponsor a CEC booth along with other groups and committees.

Next CEC Meeting

The next meeting of the CEC will be on Friday, October 26th at 10:00 am at the Town Hall meeting room. A priority agenda item will be Looking Ahead – 2019 CEC Initiatives.