

**TOWN OF SOUTH BETHANY
LEADERSHIP AND COMMITTEE REPORTS
FOR AUGUST 11, 2017, TOWN COUNCIL REGULAR MEETING**

LEADERSHIP REPORTS

- **Treasurer's Report** – Submitted by Don Boteler:

8/9/2017

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



Fiscal 2018 Year-to-Date (5/1/17 – 7/31/17) 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	\$1,189,119	52%
Total Operating Expenditures	<u>\$2,278,867</u>	<u>\$0</u>	<u>\$2,278,867</u>	<u>\$672,900</u>	<u>30%</u>
Revenue less Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$519,673</u>	
Revenue from Grants/Donations	\$136,421	\$0	\$136,421	\$50,288	37%
Expenditures from Grants/Donations	<u>\$136,421</u>	<u>\$0</u>	<u>\$136,421</u>	<u>\$34,846</u>	<u>26%</u>
Revenue less Expenditures	\$0	\$0	\$0	\$15,442	
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>271,005</u>	<u>49%</u>
Revenue less Expenditures	\$0	\$0	\$0	(\$271,005)	
Total Revenue - All Funds	\$2,971,090	\$0	\$2,971,090	\$1,239,407	42%
Total Expenditures - All Funds	<u>\$2,971,090</u>	<u>\$0</u>	<u>\$2,971,090</u>	<u>\$978,751</u>	<u>33%</u>
Revenue less Expenditures	\$ -	\$0	\$0	\$260,655	

Fiscal 2018 (5/1/17 – 7/31/17) 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	\$494,336	97%
Realty Transfer Taxes	\$355,000		\$355,000	\$103,995	29%
Gross Rental Taxes	\$540,000		\$540,000	\$6,057	1%
Grants	\$136,421		\$136,421	\$50,288	37%
All other revenue	\$872,661		\$872,661	\$584,732	67%
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	\$1,239,407	42%
	\$0				
<u>Expenditures:</u>					
General & Administrative Department	\$648,721		\$648,721	\$173,445	27%
Public Works Department	\$260,628		\$260,628	\$64,875	25%
Trash	\$317,865		\$317,865	\$79,460	25%
Public Safety Department	\$704,489		\$704,489	\$181,289	26%
Ambulance	\$74,306		\$74,306	\$18,537	25%
Beach Patrol Department	\$251,422		\$251,422	\$147,174	59%
Town Committee	\$29,495		\$29,495	\$8,120	28%
Grants	\$136,421		\$136,421	\$34,846	26%
Other (Capital)	<u>\$547,743</u>	<u>\$0</u>	<u>\$547,743</u>	<u>\$271,005</u>	<u>49%</u>
Total All Expenses	\$2,971,090	\$0	\$2,971,090	\$978,751	33%

Highlights on Revenue

Revenues are tracking to budget

Highlights on Expenditures

Expenditures tracking to budget. Capital expenditures include the following costs:

Beach Patrol ATV \$13,449
Police Bldg Expansion \$ 12,771
Mobi-Mat \$9,858
Town Paving Project \$234,575
Bank Fees \$352

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

My first week of July was spent gathering documentation for our Town to respond to a June 30, 2017, demand letter by employees of our Police Department.

On July 21 Councilman Shaw and I met with CIB (Center for the Inland Bays) representatives Chris Bason and Steve Maternack to discuss their efforts at the James Farm, ideas on waterway management, and possible grant funding available for South Bethany's dredging of canals.

On August 2 Town Manager Hartman and I met with Mike from Kercher Engineering to tour various roads in our Town where concerns had been voiced about the micro-surfacing work. Mike made notations for some needed patching. Maureen made notations to follow up on areas that need to be addressed by utility companies.

On August 3 Planning Chair Dick Oliver and Town Manager Hartman and I attended an evening event sponsored by the CIB to support their initiatives and improvements in efforts to improve water quality throughout our area. South Bethany was well represented at this event with dozens of our owners in attendance.

Thank you.

- **Town Manager's Report**—Submitted by Maureen Hartman:

- Participated in a DeLea Founders Insurance Trust (DFIT) conference call on July 5 for a board of trustees meeting.
- Participated in two Canal Water Quality meetings on July 13 and July 24.
- Algae harvesting continued into July due to equipment breaking down.
- We continue to utilize Facebook as an avenue for contacting residents about Town events and news updates with algae harvesting, road repair, social events and activities. It appears to be a very successful way to connect to residents!
- Met with auditor and discussed changes that will be required by Town staff for compliance purposes.
- Met with Scott Stohrer from PMA Companies, the Town's strategic risk control consultant, to discuss updating the Town's workers comp policy to include a return to work/light duty section.
- August 2, 2017, Mayor Voveris and I met with Mike Baiocco from Kercher Engineering to discuss concerns regarding the microsurfacing project in the Town. We conducted site visits to Bayshore, Seaside, South 2nd, and Anchorage.

As a follow-up to some questions that were asked at the Town Council workshop, Mr. Baiocco confirmed that microsurfacing requires an ambient temperature of 60°F. We also discussed doing any future road work in September instead of May and he concurred that this process could be completed that time of the year. Microsurfacing does not require 24 hours for curing and the emulsion used for the project passed testing. He concurred that some of the general housing contractors ignored their request to stay off the roads once completed, which caused some grooves/indentations in the newly microsurfaced areas. He also concurred that the weather was not cooperative during the proposed start date(s).

Mr. Baiocco explained that the 'divots' in the road will heal themselves. Dig marks in the microsurfacing occurred primarily due to people turning their vehicles around on the new surface. There were a few areas that Mr. Baiocco found that will either be repaired this year or next year when they return. A few patches on Bayshore were caused by utility workers and Mr. Hinks reminded them that they are responsible for repair of those locations.

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

Bicycle Safety Event

The South Bethany Police Department is hosting our annual bicycle safety checkpoint event on August 16, 2017, from 8:00 am to 11:00 am. Come out and join our officers at the corner of Henlopen Drive and Coastal Highway. Bring your bicycles and get a free headlight and taillight installed! DelDOT will also be joining us bringing information on bicycle safety and additional handouts. McDonald's is offering a special treat to all young riders who come to the bicycle safety event wearing their helmets!

5th Annual Operation Seas the Day!

The annual 2017 Warrior Family Beach Week will be returning from September 5th-10th 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. Join us on September 8 at 4:30 pm for the "Welcome Home Motorcade" to transport warrior families from Sea Colony to the Freeman Stage at Bayside for a concert featuring Bruce in the USA! Bring your flags and meet us alongside Coastal Highway to cheer on our warriors, or volunteer to participate in the motorcade.

Office of Highway Safety

Our department participated in the July Pedestrian Safety mobilization from July 8 to July 17. Four out of the last five years, Delaware has had the highest pedestrian fatality rate in the country, totaling 146. Several local departments, including South Bethany, teamed up with the Office of Highway Safety adding extra patrols throughout the state to pass out educational material to pedestrians and target pedestrian violations in an effort to reduce this number.

Building Repurpose Project

Chief Crowson has been working with Advantech to place new key cards outside of the doors and move cameras as part of the repurpose initiative to separate the evidence room from the processing room.

Departmental Training

PtIm. Megan Loulou attended the Sex Crimes investigations one day course on July 17th, hosted by the Delaware State Police Academy. This course covers topics such as: crime scene preservation, interview techniques, victim assistance, and sex offender motivations.

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

7/12-8/9

Rescues – 30 rescues due to rip currents

Medical – 50 year old male – broken wrist; sent to Beebe for x rays

Competitions:

Fenwick Ultimate Frisbee – 2nd place

Lifeguard Olympics – 2nd place

Nationals in Daytona Beach, FL – landline team competes 8/10-8/12

COMMITTEE REPORTS

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

The Budget and Finance Committee has not met since its last report to the Town Council. Thus, there is nothing at this time to report.

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

Town wide news update was sent announcing the Center for Inland Bays offer to South Bethany of additional floating wetlands and asking for volunteers. Response was fantastic in that 13 property owners have contacted Kent Stephan requesting to be put on the list.

DeIDOT will hold a public forum September 20, 2017, 1pm at Sea Colony Edgewater House to review the Wet pond at Sea Colony that is scheduled to be started in Fall 2018.

George Junkin, Dave Wilson, Frank McNeice, Maureen Hartman and Frank Weisgerber had a conference call with Woods Hole Group member Dave Walsh which was centered on questions and concerns we have involving the required sediment core sampling needed for permits to do the 'suction dredging' of our canals. Woods Hole Group's proposal and costs was received Monday August 7 and will be reviewed and discussed at CWQC meeting Thursday, August 10.

Sediment Core sampling (John Schneider(DNREC) recommended) is needed to determine true depth to the sand base of canals. Cost estimates are being researched.

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

The Charter and Code Committee is currently working on an ordinance that would allow home owners in South Bethany to enclose ground level space under their home. The Committee has a meeting scheduled on August 9, 2017, to draft an ordinance for this purpose. The Committee expects to present this draft ordinance to the Council for their review at the August 24 workshop.

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

Yoga on the beach continues through the end of August with an added class on Wednesday evenings at 7 pm. Attendance is quite high with up to 75 attendees at the morning classes. Boot Camp trainers and South Bethany residents Mel and Kim Royster continue with Boot Camp at 7am on Tuesdays and Saturdays with very good attendance also.

We have completed the summer Beach Movie Season. The Thursday July 13th event offering "The Secret Life of Pets" had good attendance with popcorn and tiny stuffed pets given out to children. "Moana" was shown on August 3rd with excellent attendance. Children received glow sticks and Hawaiian Leis along with bags of popcorn. Rick Gentile from Maintenance and Chief Troy Crowson attended and supported the event with their Polaris vehicles transporting movie equipment and visitors to and from the beach. Sarah and Albert Moniz provided electricity from their home to light the path for all movie goers. The SBPOA sold shirts and hats and reported brisk sales at both events.

The Communications and Public Relations Committee held a meeting on August 1st where new member Stephanie Bunoski was welcomed. Plans were completed for a Pot Luck Beach Party to be held on Saturday, September 9th at 5:30, on the beach at the handicap ramp. Tables for food will be provided, but all need to bring their own chairs with their dish. Some drinks will be provided. Attendees are urged to sign up by contacting Lisa Saxton at

saxtonln1@yahoo.com. Remember that no glass is allowed on the beach, so bring food to share in metal or plastic! The event will be held at Town Hall in case of rain.

Future plans may include an Eclipse Party held during the Solar Eclipse of August 21st. Sun and Moon treats will be provided on the beach at South 3rd. All should plan to attend with their own approved Solar Eclipse Viewing Devices. The event will be held from 1:30 to 4:30 pm. No rain date!

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

The CEC will meet on Tuesday, August 29th at Town Hall at 10:00 am.

Adopt-A-Canal End Program

The 7th Annual Adopt Contest is over and winners were notified via email on Monday, July 24th. A date of August 18th has been set to gather winners and representatives of Lord's Landscaping to award the gift certificates to the 1st, 2nd and 3rd Place winners. We continue to appreciate the generous support of Lord's Landscaping and their steadfast commitment over the years. Coastal Point has confirmed that they will attend as they have in each previous year. Thanks again to South Bethany resident photographer Michael McGowan for taking all the canal end contest photos. Thanks to Pat Weisgerber for joining Sue Callaway to install and remove all the contest signs. An Email News Update will be sent out announcing the winners after the award ceremony takes place on the 18th. Thanks again to Maureen Hartman for posting on Facebook; thanks to Pam Smith for coordinating the online voting with Beach-Net; and thanks to Janet Powell for organizing the online vote submissions. Their help was greatly appreciated!

FIRST PLACE - #29 - BRYANT AND OLIVIA ELROD - \$200 LORD'S LANDSCAPING CERTIFICATE

SECOND PLACE - #33 - PHIL AND CICILY IACANGELO - \$100 LORD'S LANDSCAPING CERTIFICATE

THIRD PLACE - #16 - RICH AND SUE JULIANO - \$50 LORD'S LANDSCAPING CERTIFICATE

2017 Photography Exhibit

ART IN THE HALL - The 2017 South Bethany Photography Exhibit ended on June 23rd. Participants have been very positive in their remarks to the CEC regarding the Exhibit. On July 25th CEC sent an evaluation email to all photographers seeking input about the Exhibit and suggested ways for enhancement or improvement. The CEC will discuss the feedback (due August 16) from photographers, CEC members and Town Staff at its next meeting.

- **Planning Commission** – Submitted by Councilmember Shaw

The Planning Commission met on Friday, July 21, at 10:00am at the Town Hall. The meeting was brought to order by the Chairman, Dick Oliver.

The first order of business was to announce that the Town's Comp Plan had been finalized and approved. Dick wanted to thank all the members/volunteer that worked on completing the plan. It was mentioned that the plan needs to be reviewed and updated periodically. Dick Oliver stated that each of the goals established in the Comp Plan need to be tracked for actual progress by the members of the Planning Commission.

The major topic for this meeting was the initiation of activities to develop a master lighting plan for the town that would also address the requirements of the Comp Plan for having such

a plan. Dick made it clear that there was no firm deadline for developing such a plan and putting recommendations on lighting before the Town Council. Dick made it clear that doing it right was more important than doing it quickly.

Jack Whitney emphasized that there needed to be a clear vision statement that outlines the goals and objectives of the lighting plan (what the lighting plan is supposed to help the town achieve.) A first draft of such a statement was distributed and all members were asked to forward their comments and suggestions to Scott Fischer who will consolidate them prior to the next meeting on Sept 15th.

The Commission members were given a set of photographs that showed several different lighting implementations in the area, such as by the Sea Colony, in Bethany Beach and on Canal Drive. The photographs clearly showed that different forms of lighting were available and offered differing esthetics. A point was made that the quality of light is more important than the quantity of light and that objectionable 'light pollution' often is a result of focusing on quantity and not quality.

Dick provided the Commission members with a list of activities that need to be accomplished and asked for members to select and take responsibility for specific issues. Some tasks were assigned to members who were absent. The list also included things that could not be done by the Planning Commission due to lack of expertise. It seemed clear that at some point the Commission will be asking the Town Council to fund hiring some outside expertise to aid in completing the highly technical aspects of the plan.

It was suggested that the types and quantities of lights (e.g. per block, per mile of road) could easily differ for different areas of town such as along Route 1 versus along Canal Drive, in order to provide the proper quality of lighting in each area. A "one size fits all" approach does not seem likely to meet many of the stated lighting plan objectives.

I asked if the Commission felt a need to seek public input and comments on any proposed lighting plans, especially given the range of feedback that resulted from the lighting efforts conducted by the CEC. There was a suggestion of possibly doing some trial (show and tell) lighting with demonstration units borrowed from potential suppliers. It might be useful in helping to ease owner concerns about objectionable lighting. It was noted that any such trial would have to be with free-standing lights as Delmarva Power would not allow the town to mount lights supplied by others on the Delmarva poles. It was suggested that some of the lights installed on Canal Drive could be swapped-out for more acceptable lights, but Delmarva Power would still expect the Town to pay the minimal lease period on the lights they recently installed and the Town would have to provide poles.

The general consensus was that the kinds of lighting that would work best for the town is probably not going to be something available through Delmarva Power. This means that some form of creative financing may be needed to fund any significant effort at implementing a comprehensive lighting plan. At the appropriate time the Planning Commission will approach the Budget and Finance Committee to discuss possible funding alternatives.

The meeting concluded with a presentation by John Janowski about the work done by the Traffic Committee in Cat Hill and regarding proposed road improvements in that area to add a pedestrian/bike lane. Dick Oliver asked why the Town Council has not taken an action to move forward with these suggestions and I informed him that to my knowledge no one has brought forth a detailed proposal, including budget costs, so that the Council could discuss, debate and vote on adoption.

The meeting was called to a close at noon. The next meeting will be on September 15th and will be held at 1:00pm rather than the usual 10:00am time.