

**TOWN OF SOUTH BETHANY  
TOWN COUNCIL REGULAR MEETING MINUTES  
MARCH 13, 2020**

**MEETING CALLED TO ORDER**

Mayor Saxton called the March 13, 2020, Town Council Regular Meeting to order at 6:05 p.m., followed by the Pledge of Allegiance to the Flag.

**ATTENDANCE**

Councilmembers Derek Abbott, Don Boteler, Sue Callaway, Dick Oliver, Carol Stevenson, Frank Weisgerber, and Mayor Tim Saxton; Town Manager Maureen Hartman; Chief Jason Lovins; and Administrative Assistant Pam Smith

**ADOPTION OF MINUTES**

February 27, 2020, Town Council Workshop Meeting: Motion by Councilmember Oliver, seconded by Councilmember Abbott, to accept the February 27, 2020, Town Council Workshop Meeting Minutes. Motion unanimously carried.

February 27, 2020, Town Council Executive Session: Motion by Councilmember Callaway, seconded by Councilmember Oliver, to accept the February 27, 2020, Town Council Executive Session Minutes as amended. Motion unanimously carried.

February 27, 2020, Town Council Budget Workshop Meeting – Motion by Councilmember Boteler, seconded by Councilmember Oliver, to accept the February 27, 2020, Town Council Budget Workshop Meeting Minutes. Motion unanimously carried.

**DISCUSSION AND POSSIBLE VOTE ON MUTUAL ASSISTANCE AGREEMENT WITH OCEAN VIEW POLICE DEPARTMENT**

Motion by Councilmember Oliver, seconded by Councilmember Abbott, to approve the Mutual Assistance Agreement with Ocean View Police Department and South Bethany Police Department. Motion unanimously carried.

Chief Lovins will provide the tracking as a monthly report to the Town Council.

**ORDINANCES AND RESOLUTIONS**

197-20: Second Reading of Ordinance 197-20 to amend the Code of the Town of South Bethany Chapter 94, Parking, to revise permitted parking, fines, and penalties and possible vote to adopt ordinance. Mayor Saxton discussed the revisions.

Motion by Councilmember Callaway, seconded by Councilmember Stevenson, to adopt Ordinance 197-20. Motion unanimously carried.

198-20: Second Reading of Ordinance 198-20 to amend the Code of the Town of South Bethany Chapter 145, Zoning, Article IV, General Provisions, § 145-9 Vision clearance at corners, requiring clear vision for vehicle traffic at corner lots, and possible vote to adopt ordinance. Councilmember Oliver reviewed Ordinance 198-20 and responded to a public comment by Margaret Oliver, 410 Victoria Drive.

Motion by Councilmember Oliver, seconded by Councilmember Boteler, to adopt Ordinance 198-20. Motion unanimously carried.

199-20: Second Reading of Ordinance 199-20 to amend the Code of the Town of South Bethany, Chapter 138, "Voting, Absentee", to comply with state law, and possible vote to adopt ordinance. Town Manager Hartman discussed the revisions.

Motion by Councilmember Oliver, seconded by Councilmember Boteler, to adopt Ordinance 199-20. Motion unanimously carried.

**DISCUSSION AND POSSIBLE VOTE TO AWARD BID NO. 20-04 BEACH CONCESSION SERVICE VENDOR SALE OF FOOD AND DRINK FOR SOUTH BETHANY BEACHES (ONE-YEAR CONTRACT)**

Motion by Councilmember Oliver, seconded by Councilmember Boteler, to award Bid No. 20-04 Beach Concession Service Vendor Sale of Food and Drink for South Bethany Beaches to Jay Vending Company for the total bid amount of \$18,100.00. Motion unanimously carried.

**DISCUSSION AND POSSIBLE VOTE TO ALLOW BUILDING CODE OFFICIAL TO RECOMMEND USE OF 2017 FEMA MAPS FOR CONSTRUCTION**

Tabled.

**LEADERSHIP REPORTS**

1. Mayor Saxton – The Mayor submitted his report for review. Mayor Saxton shared information from a conference call with Governor Carney and Delaware's mayors. The State of Delaware has issued a State of Emergency and is issuing guidelines regarding COVID-19. The Governor's office will also issue guidance allowing public body meetings to be conducted electronically. Mayor Saxton stated that for the next 30 days the South Bethany Town Hall will only be used for town business. There will be no public meetings in Town Hall for the safety of the employees and the South Bethany population. The Town is following CDC guidelines. Mayor Saxton stated that the March 26, 2020, Town Council Budget Workshop Meeting will be conducted electronically and the public will be able to participate. The Town will continue to monitor the situation and put in additional mitigation strategies if needed.

The Town Manager stated that the Town will have to consider rescheduling the April 4 Mediacom Public Forum.

Mayor Saxton and the Town Manager met with the Census Bureau team and it is very important that everyone takes the Census – it matters to the dollars that are made available.

2. Town Manager – The Town Manager submitted her report for review. She added that Artesian is on schedule for their new system and it should be finished by May. In response to a question from Councilmember Callaway regarding a meeting the Mayor and Town Manager had with an Orsted representative, Mayor Saxton said he and the Town Manager made known what they believe are the unintended consequences for the Town of South Bethany.
3. Treasurer's Report – Due to work on the FY2021 Budget, there was no report.

**COMMITTEE AND COMMISSION REPORTS**

1. Budget and Finance – Councilmember Boteler said the Budget and Finance Committee met for its third and final review of the FY2021 Budget which included a discussion on property taxes.
2. Canal Water Quality – Councilmember Weisgerber reported on the work being done at the Sea Colony intersection on Route 1 which will hopefully provide a 40% reduction of stormwater runoff into South Bethany canals. Will be meeting with Envirotech next week.
3. Charter and Code – Chair John Fields submitted his report for review.

4. Communications and Public Relations – Councilmember Stevenson submitted her report for review.
5. Community Enhancement – Councilmember Callaway submitted her report for review. She added that the Adopt Program Anniversary Celebration on July 25 will be in partnership with the Inland Bays Garden Center and the SBPOA. The committee is exploring placing engraved rocks rather than signs at each of the adopted canal ends.

#### **PUBLIC COMMENT**

There were no comments from the public.

Mayor Saxton stated that the Town Manager has put together a handout that shows all of the bike parking locations throughout town. The flyer will be given to realtors to give to renters, and the Town is asking owners that rent to post it in their houses. Chief Lovins is working on safety guidelines for the flashing lights on Route 1 which the Town would like posted in rental houses. Councilmember Abbott suggested sending the information in email news updates to help educate the public. Councilmember Stevenson suggested sending the information with the rental licenses. Mayor Saxton reported that the Public Works Supervisor has installed the concrete barriers and bike racks in Sandpiper Village.

#### **ADJOURNMENT**

Motion by Councilmember Boteler, seconded by Councilmember Weisgerber, to adjourn the March 13, 2020, Town Council Regular Meeting at 7 p.m. Motion unanimously carried.