

**TOWN OF SOUTH BETHANY
TOWN COUNCIL ORGANIZATIONAL MEETING MINUTES
JUNE 4, 2021
10 a.m.**

CALL TO ORDER/Pledge of Allegiance/Announcements of Absences

Mayor Saxton called the June 4, 2021, Town Council Organizational Meeting to order at 9:00 a.m. followed by the Pledge of Allegiance to the Flag.

ATTENDANCE

In attendance were Mayor Tim Saxton and Councilmembers Sue Callaway, Dick Oliver, Randy Bartholomew, Derek Abbott, Edith Dondero and Tim Shaw; Town Manager Maureen Hartman; Administrative Specialist Janet Powell; and Chief Jason Lovins.

SWEARING IN NEW COUNCIL MEMBERS

Mayor Tim Saxton swore in incumbent Dick Oliver; and new Councilmembers Edith Dondero and Tim Shaw.

APPOINTMENT AND VOTE FOR MAYOR PRO-TEM, SECRETARY, AND TREASURER

Mayor Saxton appointed Councilwoman Callaway to serve as Mayor Pro-Tem, Councilman Oliver to serve as Secretary, and Councilman Bartholomew to serve as Treasurer. Motion by Councilman Abbott, seconded by Councilman Shaw to approve Mayor Saxton's appointments. Motion carried 7-0.

DISCUSSION AND POSSIBLE VOTE TO RECONFIRM COMMITTEE GUIDELINES

Committee Guidelines will be updated and presented at the June 11, 2021 Town Council meeting to review and possible vote to confirm.

COMMITTEE ASSIGNMENTS – APPOINTMENT AND POSSIBLE ACTION ON CHAIRPERSON AND MEMBERS

Budget and Finance Committee Members: Mayor Saxton nominated Randy Bartholomew (Chair), Don Boteler, Chris Keefe, Joe Mormando, Steve Farrow, Colin Chasler, Renee McDorman (Staff), and Maureen Hartman (Staff). Motion by Councilman Oliver, seconded by Councilman Abbott, to accept the list of Budget and Finance Committee members. Motion carried 7-0.

Canal Water Quality Committee Members: Mayor Saxton nominated Jack Whitney (Chair), and Councilman Derek Abbott as Council Liaison. Motion by Councilman Oliver, seconded by Councilman Bartholomew to accept the list of Canal Water Quality Committee members. Motion carried, 7-0.

Charter and Code Committee Members: Mayor Saxton nominated Tim Shaw (Chair), Carl Bittenbinder, Jessica Rich, Tom Barletta, Derek Abbott, and Joe Hinks (Staff). Motion by Councilman Oliver, seconded by Councilman Bartholomew to accept the list of Charter and Code Committee members. Motion carried, 7-0.

Communications and Public Relations Committee Members: Mayor Saxton nominated Carolyn Bell (Chair), Maureen Webster, Ingrid Moore, Linda Whitney, Margaret Oliver, Janet Riley, and Councilwoman Edie Dondero as Council Liaison. Motion by Councilman Oliver, seconded by

Councilman Abbott to accept the list of Communications and Public Relations Committee Members. Motion carried 7-0.

Community Enhancement Committee Members: Mayor Saxton nominated Councilwoman Sue Callaway (Chair), Maureen Webster, Susan Spingler, Carol Stevenson, Ingrid Moore, Christi Bernlohr, Kent Stephan, Bobbe Stephan, Donna Farrow; and Jon Stifler will participate as a non-voting member. Motion by Councilmen Oliver, seconded by Councilmember Abbott to accept the list of Community Enhancement Committee Members. Motion carried 7-0.

Review of Ad Hoc committees

Councilwoman Edie Dondero proposed to create a Bicycle and Pedestrian Safety committee to provide advice and assistance regarding safety conditions and issues in town. The scope of the work would be research and evaluate bicycle and pedestrian safety conditions and practices, communicate, and cooperate with the South Bethany Police Department to enhance bicycle and pedestrian safety; identify issues and make recommendations for improvement to Town Council. To develop public education information resources and a communication strategy and procedures to keep citizens informed about current and future projects and plans for their biking and walking safety. Motion by Councilman Oliver, seconded by Councilman Abbott to create a Bicycle and Pedestrian Safety Ad Hoc committee, chaired by Councilwoman Edie Dondero. Motion carried 7-0.

The Town submitted questions to FEMA for the FEMA Ad Hoc committee and is waiting for a response from FEMA. Mayor Saxton suggests that once the response is received from FEMA; the FEMA Ad Hoc committee should meet one more time to review. Mayor Saxton renominated Councilman Randy Bartholomew (chair), Chip Mitchel, Ria Malinak, Colin Chasler, Maria Vershel, and Holly Caporale. Motion by Councilman Oliver, seconded by Councilman Abbott for the FEMA Ad Hoc committee to continue for one more meeting to review responses from FEMA, when received. Motion carried 7-0.

DISCUSSION AND POSSIBLE VOTE TO APPOINT A TOWN COUNCIL LIAISON FOR THE PLANNING COMMISSION

Mayor Saxton nominated Councilman Oliver to serve as the Town Council Liaison for the Planning Commission. Motion by Councilman Abbott, seconded by Councilman Bartholomew to accept Councilman Oliver to serve as the Town Council Liaison for the Planning Commission. Motion carried 7-0.

DISCUSSION AND POSSIBLE ACTION TO ADOPT PROCEDURAL GUIDELINES FOR TOWN COUNCIL

Councilwoman Dondero suggested moving Public Comment to the beginning of the meeting, so Council could hear from the public prior to a possible vote. Motion by Councilwoman Callaway, seconded by Councilman Abbott to move the public comments to the beginning of the Town Council meeting agenda. Discussion to make minor edits and possible action to adopt the Procedural Guidelines at the June 11th Town Council meeting.

REVIEW OF 2021-2022 MEETING SCHEDULE

Council reviewed the 2021-2022 Meeting Schedule with one minor date edit to change the July 22 Workshop Meeting to July 29, 2021.

PUBLIC COMMENT

Ray Saunder, 204 W 11th Street commented (in person) regarding the removal of a bicycle parking on Seaside Drive that was previously there and suggested placing the bicycle parking and possible restrictions on bicycles with racks/items that take up additional space. Mr. Saunder also addressed the DelDot flashing lights on both sides of Route One while pedestrians walk across. Councilmember Dondero will investigate the issue.

ADJOURNMENT

Motion by Councilmember Oliver, seconded by Councilmember Abbott, to adjourn the June 4, 2021, Town Council Organizational Meeting at 10:54 a.m. Motion carried 7-0.