

**TOWN OF SOUTH BETHANY
TOWN COUNCIL REGULAR MEETING MINUTES
MARCH 11, 2022
10:00 A.M.**

Meeting Called to Order and Pledge of Allegiance

Mayor Saxton called the March 11, 2022, Town Council Regular Meeting to order at 10:002 a.m. followed by the Pledge of Allegiance to the Flag.

Attendance and Absences

In attendance were Mayor Tim Saxton and Councilmembers Derek Abbott, Randall Bartholomew, Sue Callaway, Edie Dondero, Dick Oliver, Tim Shaw; and Town Manager, Maureen Hartman, Administrative Specialist, Janet Powell; Chief Jason Lovins and Code Enforcement Officer, Joe Hinks. Public attendees: 8; remote attendees: 6.

Mayor Saxton requested to amend the agenda to add Resolution 1-22 after the Adoption of Minutes. Motion by Councilmember Abbott, seconded by Councilman Bartholomew to approve the amendment. Motion carried 7-0.

Public Comment

No public comment.

Adoption of Minutes

Motion by Councilman Abbott, seconded by Councilman Oliver; to adopt the February 11, 2022 Town Council Regular Meeting minutes. Motion carried 7-0.

Motion by Councilman Shaw, seconded by Councilman Oliver to adopt the February 24, 2022 Town Council Workshop Meeting minutes. Motion carried 7-0.

Resolution 1-22, A Resolution in support of Ukraine

Motion by Councilman Oliver, seconded by Councilman Abbott to approve Resolution 1-22, A Resolution in support of Ukraine. Motion carried 7-0.

Public Presentation of FY 2023 Draft Budget

Councilman Bartholomew reviewed the FY 2023 Draft Budget presentation listing the Town accomplishments, a 4.5% overall increase from FY2022 to the FY2023 proposed budget, a balanced budget for FY2023 with four primary core drivers: property tax, transfer tax, rental tax and building permits providing 84% of the operating revenue, and noted the FY 2023 Itemized Capital Projects lists: the Zero turn mower, a plow for the pick-up truck, and the MSA project distributed from the ARM funds; and the Town Hall renovations and the completion of the beach ramps are distributed from the Reserves. Also listed as additional resources are the American Rescue Plan Act (ARPA) \$226,174 fund and the Sussex County Real Estate Transfer tax (RTT) \$117,000 grant to be used towards funding infrastructure projects.

Public Comment Period for FY 2023 Draft Budget

Councilwoman Callaway asked Council to reconsider expanding the Council chambers in the Town Hall renovation plans. Councilman Bartholomew and Councilman Abbott thanked Town Manager Hartman and Finance Director McDorman for their hard work on the FY 2023 Draft Budget.

Joe Conway, 160 Henlopen Drive, requested the final budget figures be provided to the Planning Commission for the 5-Year Comp Plan Update.

Discussion of changing operating hours of Town Hall

Town Manager requested changing the operating hours of Town Hall from 7:30 a.m. – 4:00 p.m. Councilmembers unanimously agreed to defer the request to the Town Manager’s judgement in the decision of the Town Hall operating hours.

Discussion and possible action to award Bid No. 22-05 Beach Concession Service

Motion by Councilman Abbott, seconded by Councilman Shaw, to award Jay’s Vending LLC Bid No. 22-05 Beach Concession Food and Drink Service two-year contract. Motion approved 7-0.

Discussion and possible action to award Bid No. 22-06 Beach Exercise Service

Motion by Councilman Abbott, seconded by Councilman Oliver, to award The Fitness Craze, Health & Wellness Yoga, and ECE Yoga Bid No. 22-06 Beach Exercise Service, and to coordinate their schedules with the Town Manager. Motion approved 7-0.

Discussion and possible action to appoint Rob Gensler to the Budget & Finance Committee

Motioned by Councilman Bartholomew, seconded by Councilman Abbott, to appoint Mr. Robert Gensler to the Budget & Finance Committee. Motion carried 7-0.

Discussion Summary of the 5-year update to Comp Plan that was provided by the Planning Commission

Mayor Saxton noted an updated red-lined 5-year Comp Plan draft document was recently emailed to the Council providing additional black-lined edits that were not previously provided. Mayor Saxton suggested Council review the updated draft and submit edits to be collected by Town Manager Hartman by March 31st.

Leadership Reports – Reports Posted Online

Mayor’s Report – report submitted.
Town Manager Report – report submitted.
The Treasurer Report – report submitted.

Committee and Commission Reports – Reports Posted Online

The Budget and Finance Committee – report submitted.
Canal Water Quality Committee – no report.
Charter and Code Committee – no report.
Communications and Public Relations Committee – no report.
Community Enhancement Committee – report submitted. Councilwoman Callaway thanked the South Bethany Property Owners Association (SBPOA) for their monetary contribution which will purchase two new Little Free Libraries and noted the SBPOA will be adopting a canal at Peterson and Anchorage.
Planning Commission – no report.
Bicycle & Pedestrian Safety Ad Hoc Committee – no report.

Executive Session for the purpose of discussing personnel matters in which the names, competency and abilities of individual employees will be discussed. §29 DEL C. 1004(b)(9)

Motion by Councilwoman Dondero, seconded by Councilman Oliver, to go into Executive Session at 11:20 a.m. Motion carried 7-0.

Exist Executive Session and reconvene the Town Council Meeting

Motion by Councilman Abbott, seconded by Councilman Oliver, to reconvene the Town Council meeting at 12:27 p.m. Motion carried 7-0.

Discussion and possible action on matters discussed in Executive Session

Motion by Councilman Abbott, seconded by Councilman Shaw, to authorize the use of \$33,000 from the compensation benefits pool to be implemented as described in the Executive Session in consultation between the Town Manager and the Mayor. Motion carried 7-0.

Adjournment

Motion by Councilman Abbott, seconded by Councilwoman Dondero to adjourn the March 11, 2022 Town Council Regular Meeting at 12:29 p.m. Motion carried 7-0.

Respectfully submitted,

Council Secretary

Administrative Specialist

Date of Approval