

**TOWN OF SOUTH BETHANY
TOWN COUNCIL ORGANIZATIONAL MEETING MINUTES
MAY 20, 2024
9:00 a.m.**

Meeting Called to Order

Town Manager Maureen Hartman called the May 20, 2024, Town Council Organizational Meeting to order at 9:00 a.m.

Swearing In New Mayor

Councilwoman Edie Dondero was sworn in by Town Finance Director Renee McDorman.

Attendance and Absences

In attendance were Mayor Edie Dondero and Councilmembers Randall Bartholomew, Bob Biciocchi, Chris Keefe, and Tim Shaw; Town Manager Maureen Hartman, and Town Clerk Matt Amerling. Councilman Bob Shields was absent. Public attendees: 16. Online attendees: 12.

Public Comment

Joan Marini, 300 W. 8th Street, stated she would like Council to reconsider changing the time of the Council meetings from the morning to evening. Also, regarding statements from candidates that there was less involvement among Town residents, she thinks the Town could take measures to remind residents of upcoming committee meetings.

Dennis Roberts, 107 Canal Drive, agreed with the former speaker regarding changing meeting times.

Mayor Swearing In New Council Members: Randall Bartholomew & Bob Biciocchi

Councilman Bartholomew and Councilman Biciocchi were sworn in by Mayor Dondero.

Appointment and action for Mayor Pro-Tem, Secretary, and Treasurer

Mayor Dondero appointed Councilwoman Chris Keefe as Mayor Pro-Tem; Bob Biciocchi as Secretary; and Councilman Randy Bartholomew as Treasurer. Motion by Councilman Bartholomew to approve the appointment, seconded by Councilman Biciocchi. Motion carried 5-0.

Review and possible action to approve the Procedural Guidelines for Town Council

Mayor Dondero stated the only addition to these guidelines were the grant application process and large project identification process which were previously approved by the Council. Councilman Bartholomew motioned to approve the Council Procedural Guidelines. Councilman Shaw seconded the motion. Motion carried 5-0.

Review and possible action to approve the South Bethany Committee/Commission Guidelines

Mayor Dondero stated these guidelines have also been amended to include on page 7 the Grant application process and large project identification process; as well as on page 5, where the statement "unless an exception is made by the Mayor and Council" was added after the requirement that committee members must be citizens of South Bethany to be a full voting member on any committee. Councilman Biciocchi stated the purpose of adding the grant application and large project identification processes was as the Town pursue projects, Council wanted to have

more transparency and understanding throughout the community about how things get paid for, if the town budget is involved and how much – so that everybody gets an understanding of where the possibilities of payment come from. These processes tie all of the projects and initiatives together with both the financing as well as the initiatives themselves. Councilwoman Chris Keefe stated she disagreed with the addition on page 5 regarding letting non-property owners be on a committee. After a lengthy discussion, Council agreed to take out the language on page 5.

Councilman Biciocchi motioned to approve the Committee Guidelines with the amendment as stated. Councilman Bartholomew seconded the motion. Motion carried 5-0.

Committee Assignments – Appointment and possible action on Chairpersons and Members

- A. **Budget & Finance Committee:** Councilman Bartholomew motioned to appoint himself as chairperson, with members Russell Beland, Don Boteler, Steve Farrow, Richard Juliano, Simon Moore, Tim Saxton, and Cindy Van Horn. Councilman Biciocchi seconded the motion. Motion carried 5-0.
- B. **Canal Water Quality Committee:** Councilman Shaw motioned to appoint Councilman Biciocchi as Liaison, Chris Vanuga as chairman, with members John Beaugard, Christopher Carlyle, John Roberts, Peter Trelenberg, and David Wilson. Councilman Biciocchi seconded the motion. Motion carried 5-0.
- C. **Charter & Code Committee:** Councilman Biciocchi motioned to appoint Councilman Shaw as chairperson, with members Chris Banschbach, Tom Barletta, Carl Bittenbender, Steven Chantler, Eric Compton, and Deb Piper. Councilwoman Keefe seconded the motion. Motion carried 5-0.
- D. **Community Relations Committee:** Councilman Biciocchi motioned to appoint Councilwoman Keefe as liaison, with members Lisi Biciocchi, Maureen Flaherty, Sandy Janowski, Ingrid Moore, and Robin Philipbar. Councilman Shaw seconded the motion. Motion carried 5-0.
- E. **Resiliency Committee:** Mayor Dondero tabled this decision until a later meeting.

Review and discussion and regarding the process to appoint a candidate for the one-year term Council seat

Mayor Dondero stated there were two ways of appointing a candidate – either option one, which is to offer the seat to the candidate from this year's election who had the next highest number of votes; or option two, in which the Town advertises the vacant seat for approximately 30 days, including sending it out in an email blast and newspaper ad, and asks potential candidates to submit a letter of interest, followed by Council voting on the candidates who apply. Council chose option two.

Review the 2024-2025 Meeting Schedule

Councilman Shaw stated he would prefer keeping the Town Council meeting and workshop day and time to the second and fourth Friday, respectively, at 9 a.m., as when Council had evening meetings in the past, the attendance number was not any higher. He noted that attendance only increases based on what is being discussed at meetings, no matter the time of day. After a brief discussion, Council chose to keep the regular Council meetings on the second Friday of the month at 9 a.m. and the Council workshop meetings on the fourth Friday of the month at 9 a.m. Councilman Bartholomew suggested that the Community Relations Committee seek resident feedback on preferred meeting times for future consideration by Council.

Councilman Bartholomew motioned to approve the 2024-2025 meeting schedule as presented, seconded by Councilman Biciocchi. Motion carried 5-0.

Review and possible action to approve Resolution 4-24, honoring Cpl. Shaun Baldasano

Councilman Bartholomew motioned to approve Resolution 4-24, seconded by Councilman Shaw. Motion carried 5-0.


Adjournment

Motion by Councilman Shaw, seconded by Councilman Bartholomew to adjourn the May 20, 2024, Town Council Organizational meeting at 9:40 a.m. Motion carried 5-0.

Respectfully submitted,



Council Secretary



Town Clerk

6/14/24
Date of Approval