

Town of Henlopen Acres

104 Tidewaters
Henlopen Acres, DE 19971

302-227-6411
fax: 302-227-3978

MINUTES: The Board of Commissioners of the Town of Henlopen Acres held the annual **Organization Meeting on Tuesday, September 8, 2015 at 10:00 a.m.**, at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

PRESENT:

David Lyons Sr.	Mayor
Joni Reich	Commissioner
Beatrix Richards	Commissioner
Tim Hidell	Commissioner
John Staffier	Commissioner
Andrew Brittingham	Commissioner
Thomas Roth	Town Manager
Lisa Michaels	Town Clerk
Maurice Lewis	65 Pine Reach
Barbara Shortley	59 Pine Reach

EXCUSED: Frank Jamison Commissioner

[Minutes are Not Verbatim]

1. Call to order, Pledge of Allegiance

The meeting was called to order at 10:00am by Mayor Lyons

2. Administration of Oath of Office to elected Commissioners

The Oath of Office was administered to the two re-elected Commissioners, Paddy Richards and Andrew Brittingham, by Town Manager Thomas Roth.

3. Nominations and election for the Office of Mayor

Commissioner John Staffier made a **motion** to nominate Commissioner David Lyons to the Office of Mayor, the motion was seconded by Commissioner Paddy Richards.

Motion passed unanimously. Mr. Roth administered the Oath of Office to Mayor Lyons.

4. Appointments

a. President Pro-Tem

Mayor Lyons recommended the appointment of Commissioner Frank Jamison to remain President Pro-Tem

b. Treasurer

Mayor Lyons recommended the appointment Commissioner Joni Reich to remain Treasurer.

c. Secretary

Mayor Lyons recommended the appointment Commissioner Paddy Richards to remain Secretary.

d. Assistant Secretary

Mayor Lyons recommended the appointment Town Manager Thomas Roth to remain Assistant Secretary.

A **motion** to accept the appointments by Mayor Lyons was made by Mr. Staffier and seconded by Commissioner Tim Hidell. **Motion** passed unanimously.

5. Meeting Schedule

The 2015-2016 Commissioners meeting schedule was included in the meeting packet. No changes were made.

6. Review of meeting procedures

Mayor Lyons briefly discussed changing the way the Town accepts public comment during meetings and also going into executive session at the beginning of a meeting instead of the end. Several Commissioners felt the current meeting procedures were acceptable. Mayor Lyons agreed.

7. Adjournment

A motion to adjourn was made at 10:06am by Ms. Reich and seconded by Mr. Staffier.

Approved 10/09/2015