

Town of Henlopen Acres

104 Tidewaters
Henlopen Acres, DE 19971

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MINUTES: The Board of Commissioners of the Town of Henlopen Acres held their Quarterly Meeting at **10:00am on Friday, January 9, 2015** at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

PRESENT:

David Lyons Sr.	Commissioner
Joni Reich	Commissioner
Andrew Brittingham	Commissioner
Frank Jamison	Commissioner
Beatrix Richards	Commissioner
Thomas Roth	Town Manager
Lisa Michaels	Town Clerk
Glenn Mandalas, Esq.	Town Solicitor
Christine Moore	14 Tidewaters
Maurice Lewis	65 Pine Reach
Wanda Davis	32 Pine Reach
Henry DeWitt	55 Fields End
Bob Stevens	66 Fields End

EXCUSED:

Winnie Kee	Mayor
John Staffier	Commissioner

[Minutes are Not Verbatim]

1. Call to Order, Pledge of Allegiance

The Meeting was called to order by Commissioner David Lyons at 10:00 am

Letter of Resignation from Mayor Kee

Mr. Lyons read a letter of resignation from Mayor Kee due to her move to Lewes. She thanked the Town for all their support and wished everyone well for the future.

2. Approval of Minutes

a. Quarterly Meeting- October 10, 2014

Commissioner Joni Reich had one correction on page three, the last sentence should include the word "other" before towns.

b. Special Meeting- December 12, 2014

Ms. Reich had one correction on page four, paragraph three, the quote from her should read " the Town cannot rezone the RAL without knowing what the future impact will be on the Town."

A **motion** to approve both sets of minutes as corrected was made by Commissioner Frank Jamison and seconded by Commissioner Paddy Richards. Motion passed.

3. Treasurer's Report

Ms. Reich met with the Town Manager, Mr. Roth to review the financials for the first half of the fiscal year, July to December 2014. Revenue is lower on building permits than expected but the payroll costs have been lower in the Security department. The increase in Phase V paving costs will be offset by Transfer Tax income.

4. Maintenance Report

The water report is included in the meeting packet. Water use in October, November and December was within usual range. The first water pipe burst from the cold this past week. Sonny McClure and Bob Ribinsky will be attending a class on water sanitizing procedures as a part of their continuing education for their Water Operating Licenses. Our Town had an inspection by the State Office of Drinking Water last fall which we passed.

5. Security Report

The Security report is included in the meeting packet. Lee Stewart is planning on hiring another part time security officer to replace an employee currently out on medical leave. There was an attempted break in at 86 Pine Reach within the last month.

6. Town Manager's Report

The Town Manager's report is included in the meeting packet. Mr. Roth reviewed the report. The Town installed backflow preventers on both outfalls and removed the inlet by the flag pole at the Marina. This will eliminate any saltwater backup at the Marina. The next step is to remove the salt in the current soil, spread new topsoil and plant grass. The Town directory is being updated for 2015 and a new edition will be available shortly. There are two pending property transfers that should settle within the next month. We received notice that Comcast Cable is having a rate increase. Mr. Jamison asked what recourse a resident has for bad service from Comcast. Mr. Roth wants any unresolved Comcast issues directed to him as he has a contact he can handle them with at Comcast. A commemorative plaque for past Town Mayors will be ordered and displayed in Town Hall.

7. Unfinished Business

a. Amendment to §130-20, Zoning, Building Setbacks

This discussion was tabled last meeting. Nothing has changed since then and the Town held a Public Hearing for comments on October 10, 2014 with no opposition. A **motion** to pass the amendment was made by Ms. Reich and seconded by Mr. Jamison. Motion passed.

b. Trash Services

A handout in the meeting packet showed the response received from the Town residents and also what other towns are currently doing about trash service. Mr. Lyons began the discussion by reviewing the concept of the Town moving to one Trash/Recycle provider with the billing being done by the Town with the annual tax invoice. Mr. Lyons was unclear what the benefit to the Town would be and it essentially puts the Town in the trash business. He also mentioned that

Mr. Staffier was against the idea. Ms. Reich was concerned about an approach that would mandate all residents to participate even though she felt it may be good from a service side to have one vendor. Mr. Jamison felt it was a good idea to explore even though there wasn't an overwhelming response from the Town residents and was in favor of the idea. Ms. Richards supports the idea as well but felt it wasn't an issue worth dividing the Town over.

Henry DeWitt-55 Fields End

Mr. DeWitt feels a Town wide trash service would offer better service and the billing done by the Town would be no different than the water which is billed regardless of use.

Maurice Lewis-65 Pine Reach

He has switched providers recently due to the cost and feels like it would be better if the Town government didn't get involved.

Mr. Lyons suggested tabling the idea for a future meeting as there was not enough response from residents to move forward. Mr. Jamison suggests paying closer attention to the traffic, noise and service over the coming summer and revisit the idea again in the fall.

8. New Business

a. Appointment of Investment Advisory Board

Included in the meeting packet was a short bio on the nominees for the newly formed Investment Committee. The members of the Board would be responsible for overseeing future investments of the Town's current assets. The nominees are: Joni Reich as current Town Treasurer, Frank Jamison, Gordon Kaiser and William D'Alonzo. Mr. Lyons reminded the Board that the Town is not currently earning much interest on any of their investments and has their assets spread out in many accounts to meet FDIC deposit requirements. Mr. Jamison feels this move is the correct one even though it is a new concept for the Town.

Maurice Lewis-65 Pine Reach

Mr. Lewis inquired what the investment fees would be. Ms. Reich responded the fees would be based on the amount of money invested which has not yet been decided.

Ms. Richards asked if the new Board would chose the investment firm. Ms. Reich answered they would meet with several firms and make a recommendation to the Commissioners. A **motion** elect the nominees to the Investment Advisory Board was made by Ms. Richards and seconded by Commissioner Andrew Brittingham. Motion passed.

b. Appointment to the Board of Adjustment

A **motion** to re-appoint Mr. Bob Stevens to the Board of Adjustment was made by Ms. Reich and seconded by Ms. Richards. Motion passed.

c. Appointment to the Environmental Approval Committee

There are currently no nominees to fill the vacancy on this committee. An appointment will be made at a future meeting.

d. Delaware Mutual Aid and Assistance Agreement

Information on this agreement was included in the meeting packet. Mr. Roth explained what membership in the completely volunteer association entailed. The association is made up of towns that could call upon each other for assistance in the event of a natural disaster or emergency. If any town is called for help, they are not obligated to respond but if they do, they would be reimbursed for their expenses by the town they helped. Mr. Mandalas questioned if there was a cap on the amount a town can charge for their services. Ms. Reich thought the contract/agreement seemed extensive for what is supposed to be a causal relationship. Mr. Mandalas agreed but felt it was better to iron out all the details before having to negotiate in the heat of an emergency. Mr. Roth suggested tabling the decision until the contract can be reviewed more extensively by Mr. Mandalas. Mr. Jamison agreed. Topic tabled until next meeting.

e. Smart 911

Information on the new Smart 911 system was included in the meeting packet. Mr. Roth explained the county is encouraging all residents to sign up and provide the system with as much personal and medical information as possible. This information is stored in a data base that could immediately be accessed if that person had to call 911.

9. Any other business that may come before the Commissioners

Christine Moore-14 Tidewaters

Ms. Moore had two issues to discuss with the Commissioners. Ms. Moore gave Mr. Roth the house number of a neighbor whose light has been out for a while and Mr. Roth will address it with the homeowner. Ms. Moore also discussed the homes in Town that still have not cleaned up the leaves in their yards. She wondered if the Town could require that each yard be cleaned.

Ms. Reich agreed that it would be better for the Town if everyone kept their yard maintained, but felt it would be a touchy subject for the Town to mandate leaf removal. He suggested putting out a notice to all residents encouraging them to keep their yards maintained. This could be done through the Town Newsletter. Ms. Reich agreed.

10. Town Solicitor's Report

Mr. Mandalas had nothing to report.

11. Adjournment

A motion to adjourn was made by Mr. Jamison and seconded by Ms. Reich. The meeting was adjourned at 10:45am.

Approved 04/10/2015