

# 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, July 14, 2017** at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

**PRESENT:**

David Lyons Sr.	Mayor
John Staffier	Commissioner
Andrew Brittingham	Commissioner
Frank Jamison	Commissioner
Beatrix Richards	Commissioner
Tim Hidell	Commissioner
Thomas Roth	Town Manager
Lisa Michaels	Town Clerk
John Scheurer	62 Tidewaters
Henry DeWitt	55 Fields End

**EXCUSED:** Joni Reich Commissioner

## **[Minutes are Not Verbatim]**

### **1. Call to Order, Pledge of Allegiance**

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

### **2. Approval of Minutes**

#### **a. Quarterly Meeting April 21, 2017**

A **motion** to approve the April 21, 2017, Quarterly meeting minutes was made by Commissioner John Staffier and seconded by Commissioner Paddy Richards.

**Motion** passed unanimously.

#### **b. Budget Meeting-June 9, 2017**

A **motion** to approve the June 9, 2017 minutes was made by Mr. Staffier and seconded by Commissioner Tim Hidell. **Motion** passed unanimously.

### **3. Treasurer's Report**

In Commissioner Reich's absence, Mr. Roth explained the financial statements that were included in the packet. The 2016-2017 fiscal year ended with a surplus of \$128,000. The surplus was due to increased transfer tax, an increase in franchise tax and an increase in marina rental income. There was also less legal fees. Mayor Lyons also discussed the status of the Town's investments which are currently up about \$60,000 for the year while maintaining a conservative investment strategy.

#### 4. **Town Manager's Report**

A written report is included in the meeting packet. The water report shows below average water usage for this time of the year. There were no leaks or issues. Security has been issuing a number of parking tickets and the fines have been getting collected by Town Hall. The Town purchased a new wood chipper and the salesman was impressed with how well cared for the old one was. We are still investigating accepting credit card payments and Mr. Roth will let the Commissioners know when a decision is reached. We received another 18% safety credit on our Worker's Comp policy. Mr. Roth has an upcoming meeting with the Town Manager of Rehoboth Beach to discuss the chain link fence along Henlopen Ave and a meeting with AECOM to discuss their recommendations for the Marina. Mr. Roth also met with Justin from Del Dot to discuss the problem with the drainage inlet on Dune Way. Del Dot recognizes there is a problem and will be working with the Town to get the repairs completed. Mayor Lyons and Mr. Roth will be attending the next ACT (Association of Coastal Towns) on August 17. They will continue to discuss the need for dredging in the local canals and working to obtain federal funding.

#### 5. **Unfinished Business**

No Unfinished Business to discuss.

#### 6. **New Business**

##### a. **Re-appointment of one member to the Board of Adjustments**

Mayor Lyons recommended Bob Stevens for reappointment to the Board of Adjustments. A **motion** to reappoint Mr. Stevens was made by Mr. Staffier and seconded by Ms. Richards. **Motion** passed unanimously.

##### b. **Appointment of three members to the Audit Committee**

Mayor Lyons recommended John Talbott, Robert Moltz and Barry Hale for reappointment the Audit Committee. A **motion** to reappoint Mr. Talbott, Mr. Moltz and Mr. Hale was made by Mr. Staffier and seconded by Mr. Hidell. **Motion** passed unanimously.

##### c. **Removal of registrants from the voting roll**

A **motion** to remove the registrants from the voters list as included in the meeting packet was made by Mr. Staffier and seconded by Commissioner Andrew Brittingham. **Motion** passed unanimously.

#### 7. **Any other business that may come before the Commissioners**

None

#### 8. **Adjournment**

A **motion** to adjourn the meeting was made by Mr. Hidell and seconded by Commissioner Frank Jamison. Meeting adjourned at 10:29am.

**Approved 10/13/2017**