

Town of Henlopen Acres

104 Tidewaters
Henlopen Acres, DE 19971

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MINUTES: The Commissioners of the Town of Henlopen Acres held a **Virtual** Board Meeting at **10:00am on Friday, June 12, 2020** at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

PRESENT:	Joni Reich	Mayor
	John Staffier	Commissioner
	Andrew Brittingham	Commissioner
	Tim Hidell	Commissioner
	Beatrix Richards	Commissioner
	Richard Thompson	Commissioner
	Thomas Roth	Town Manager
	Lisa Michaels	Town Clerk

[Minutes are Not Verbatim]

1. Call to Order, Pledge of Allegiance

The meeting was called to order by Mayor Joni Reich at 10:10 am. Mayor Reich acknowledged the passing of Frank Jamison and expressed her condolences to Leigh, Acton and the entire Jamison family. Mr. Jamison served the Town of Henlopen Acres as Commissioner and part of the Investment Committee since 2010. The Commissioners will appoint a replacement for the remainder of his term at the July Board meeting.

2. Review and possible action on adoption of a Town Seal

There were four options for a Town Seal included in the meeting packet and displayed during the meeting for those who logged in to the meeting to view. The Commissioners discuss the four options and their origins, one being an original logo used by Colonel Corkran. The Commissioners discussed the pros and cons of each and Mayor Reich decided to explore options further and it will be discussed again at a future meeting.

3. Update on Henlopen Acres Book

Mayor Reich updated the Commissioners on the status of the book being written by Bill Meehan. Mayor Reich provided a background on Mr. Meehan's professional experience and the research work he's done over the past year. The completed book will be 10 chapters and The Cape Gazette and Delaware Beach Life have agreed to print excerpts of the book. The book explores the vision of Colonel Corkran for Henlopen Acres and how that vision still holds true today.

4. Review and possible action on proposed budget for Fiscal Year July 1, 2020 through June 30, 2021

A copy of the proposed budget for 2020-2021 was included in the meeting packet along with detailed notes from Town Manager Thomas Roth. Several income items such as Franchise Tax and Gross Receipts Rentals have decreased. The marina has all useable slips rented for the 2020 season and Mr. Roth is recommending increasing fees for 2021 by \$125 with the minimum rental fee increasing to \$1750. Health Insurance premiums for the employees are remaining the same for the third year in a row. The Town's upcoming 50th Anniversary party is scheduled for September. The budget includes replacing a security vehicle with North Shores sharing the cost. The Town will also be purchasing a new pick-up truck to replace the 2011 Ford Ranger that Sonny is currently driving. The operating budget projects a shortfall, due to the 50th Anniversary party. Transfer tax revenue is starting off well with two pending settlements in July. The Capital Budget includes funds for dredging the marina which is planned for the fall.

There were no questions on the budget and a **motion** to approve the 2020-2021 Budget as proposed was made by Commissioner Staffier and seconded by Commissioner Hidell.

A poll vote was taken by the Commissioners:

Commissioner Staffier-**Yes**, Commissioner Hidell-**Yes**, Commissioner Richards-**Yes**, Commissioner Thompson-**Yes**, Commissioner Brittingham-**Yes** and Mayor Reich-**Yes**.

Motion passed unanimously.

5. Adoption of the Tax Rate, Water Rates and Fee Schedule

Mr. Roth proposed two changes to the Fee Schedule. An increase in Marina slip rental fees for the 2021 season and the addition of a fee to subdivide or combine lots, since a fee had not previously been established. A **motion** to adopt the tax rate, water rate and amended fee schedule was made by Commissioner Brittingham and seconded by Mr. Staffier. A poll vote was taken by the Commissioners: Commissioner Staffier-**Yes**, Commissioner Hidell-**Yes**, Commissioner Richards-**Yes**, Commissioner Thompson-**Yes**, Commissioner Brittingham-**Yes** and Mayor Reich-**Yes**. **Motion** passed unanimously.

6. Executive Session for the purpose of discussing personnel matters, in accordance with 29 Del. C. § 10004 (b)(9)

A **motion** to enter executive session to discuss personnel matters was made by Mr. Staffier and seconded by Mr. Hidell at 10:41am.

A **motion** to return from executive session was made at 11:37 am, by Mr. Brittingham and seconded by Mr. Staffier.

A **motion** to approve actions discussed in executive session was made by Mrs. Richards and seconded by Mr. Hidell. **Motion** passed unanimously.

7. Any other business that may come before the Commissioners

None

8. Adjournment

Having no other business, the meeting was adjourned 11:38am.

Also in attendance by phone:

Jeff Jacobs
George Dotzel
John Scheurer
Chris Flood

24 Rolling Road
33 Rolling Rd
62 Tidewaters
Cape Gazette

Approved 07/10/2020