

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 **Virtual** Quarterly Meeting at **10:00am on Friday, July 10, 2020** at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

PRESENT:

Joni Reich	Mayor
Tim Hidell	Commissioner
Andrew Brittingham	Commissioner
Beatrix Richards	Commissioner
Richard Thompson	Commissioner
Thomas Roth	Town Manager
Lisa Michaels	Town Clerk
Glenn Mandalas, Esq.	Town Solicitor

EXCUSED: John Staffier Commissioner

[Minutes are Not Verbatim]

1. Call to Order, Pledge of Allegiance

The meeting was called to order by Mayor Joni Reich at 10:06 am.

2. Approval of Minutes

a. Board of Commissioner's Quarterly Meeting- January 10, 2020

A **motion** to approve the January 10, 2020 Quarterly Meeting minutes was made by Commissioner Tim Hidell and seconded by Commissioner Paddy Richards.

Motion passed unanimously.

b. Board of Commissioner's Meeting- March 13, 2020

A **motion** to approve the March 13, 2020 Board Meeting minutes was made by Commissioner Richard Thompson and seconded by Mr Hidell. **Motion** passed unanimously.

c. Board of Commissioner's Budget Meeting-June 12, 2020

Mayor Reich noted that the last sentence in the first paragraph under Call to Order should be changed to state that the Commissioners and not Mayor Reich will appoint a replacement for Commissioner Jamison at the July Board meeting.

Motion to approve the June 12, 2020 Budget Meeting minutes as amended was made by Mr. Thompson and seconded by Mrs. Richards. **Motion** passed unanimously.

3. Treasurer's Report

A copy of the current financials through the end of the fiscal year 2019-2020 were included in the meeting packet. Mr. Hidell noted that the budget is right on point for the end of 2020 and commended Town Manager Tom Roth for an excellent job with the

budget, especially during the challenges of the past several months. The Operating Budget is breakeven at \$874,000 and the Capital Budget is \$231,000 over expenses. The Marina Park project is complete and everyone is very pleased with the results. For the upcoming fiscal year there will be several Capital Budget projects including the water inter-connect with the City of Rehoboth, more work on the Asset Management review and the dredging of the marina.

4. **Town Manager's Report**

A copy of the Town Managers report for June is included in the packet. Mr. Roth discussed the property at 6 Rolling Road, which was issued a notice of violation to the Town's Property Maintenance Ordinance, has submitted building plans and received a building permit. The proposed renovations will bring the property into compliance. Mr. Roth noted the marina park still needs the memorial stone and installation of an irrigation system. The Town received their permits to dredge the marina thanks to Senator Ernie Lopez. Mr. Roth is working with the contractor to schedule a date in the fall for the dredging to be completed. The Security department has hired a new part time security officer who is a retired police officer and a Rehoboth Beach Volunteer Fireman. Senator Lopez was also instrumental in helping the Town get crosswalks installed on Duneway. The Town's water usage for June was up 54% compared with the same period last year. Mr Roth met with the engineer and city of Rehoboth to discuss the water inter-connect. The Town is planning on replacing the master control panel that runs the 11 wells that supply the water plant. It's still the original panel from 26 years ago when the water plant was built. This will be a big ticket item for the current budget. Mr. Roth also reviewed the June's security report that was included in the meeting packet.

5. **Unfinished Business**

a. **Ratify amendments to the budget approved on June 12, 2020**

At the June Budget meeting, the Commissioners approved several payroll changes for the staff and there was also an adjustment made to the revenue for property taxes, which both change the Budget for 2020-2021. A **motion** to ratify the 2020-2021 Budget as amended was made by Mr. Hidell and seconded by Mrs Richards. **Motion** passed unanimously.

b. **Review and Possible Action of adoption of Town Seal**

Several new variations of the Town Seal were presented by Mayor Reich. The variations were designed by Ashlee Reed Hidell of 36 Pine Reach. The new designs include the millstone and provide an updated yet historically relevant logo for the Town. There was discussion last meeting about the original logo designed by Colonel Corkran that included the Cape Henlopen Lighthouse. Mayor Reich added that when the lighthouse fell in 1926, Colonel Corkran gathered some of the stone and included it in the fireplaces of several homes he was building in the acres. The Commissioners had a productive discussion of the previous submissions and the new ones designed by Mrs. Hidell. Mr. Thompson noted that the fireplace in his home includes some of the stone from the lighthouse. He can appreciate the significance of the original design by Colonel Corkran and is in favor of using that one. Mayor Reich liked the new design and thanked Mrs. Hidell for her submission. Mrs. Richards is leaning towards the original design. Mr. Hidell like the original design

but also like the new submission if the Town was leaning towards an updated look. The item was deferred to the next meeting.

6. New Business

a. Discussion on Solar Panels

In 2009 the Town adopted an ordinance prohibiting solar panels from being placed on a roof facing the street. A copy of that portion of the code is included in the meeting packet. The State of Delaware passed a law in 2019 prohibiting HOA's from blocking reasonable placement of solar panels. Mr. Roth is concerned as to whether our current Code remains valid to govern installation of solar panels. Mr. Mandalas will research it further and it will be discussed at a future meeting.

b. Appointment of one member to the Board of Commissioners

Mayor Reich read the Code as it relates to the appointment of a member to the Board of Commissioners. This person will serve until August 2022, the remaining term of Commissioner Frank Jamsion, who served as Commissioner since 2010. According to the Town Charter, this person must be a full time resident of Henlopen Acres. Mayor Reich asked the Commissioners for nominations. Mr. Thompson nominated Jeffrey Jacobs of 24 Rolling Road. Mr Jacobs has been a full time resident since 2016 and serves on the Board of Adjustment and Audit Committee. The nomination was seconded by Mr Tim Hidell. There were no other nominations. A **motion** to appoint Jeffrey Jacobs to the Board of Commissioners passed unanimously. Town Manager Thomas Roth administered the Oath of Office to Commissioner Jacobs.

c. Appointment to two members to the Board of Adjustment

Mayor Reich recommended Ashlee Reed Hidell for reappointment to the Board of Adjustment. She also recommended Wendy Jacobs of 24 Rolling Rd for appointment to the Board of Adjustment, both for a three year term. A **motion** to approve the appointments of Ashlee Reed Hidell and Wendy Jacobs to the Board of Adjustment was made by Mrs Richards and seconded by Commissioner Andrew Brittingham. **Motion** passed unanimously.

d. Appointment of three members to the Audit Committee

Mayor Reich recommended Nathalie McGregor for reappointment to the Audit Committee. She Also recommended Barry Hale of 37 Pine Reach and Terry Jacobs of 28 Tidewaters for appointment to the Audit Committee. A **motion** to approve Nathalie McGregor, Barry Hale and Terry Jacobs for appointment to the Audit Committee was made by Mr. Thompson and seconded by Mrs. Richards. **Motion** passed unanimously.

e. Appointment of three Election Officers

Mayor Reich recommended Barbara Shortley of 59 Pine Reach for appointment as Inspector of Elections and she recommends Sherril Moon and Louise Montgomery both of 80 Pine Reach for appointment as Election Judges. A **motion** to appoint Barbara Shortly, Sherril Moon and Louise Montgomery as Election Officers was made by Mr. Thompson and seconded by Mr. Brittingham. **Motion** passed unanimously.

f. Appointment of three members to the Board of Elections

Mayor Reich recommended Tiffany Derrickson, Bruce Moore and Sallie Jones for reappointment to the Board of Elections. A motion to appoint Tiffany Derrickson, Bruce Moore and Sallie Jones to the Board of Elections was made by

g. Removal of registrants

A **motion** to remove the seven registrants from the voter roll as listed in the meeting packet was made by Mrs. Richards and seconded by Mr. Thompson. Motion passed unanimously.

7. Any other business that may come before the Commissioners

Mr. Roth discussed a homeowner on Pine Reach that has been having issues with residents on Henlopen Avenue using the Town’s bridle path as a dog walk and is requesting the Town install a fence the length of Pine Reach. Mr. Roth also noted that today was the deadline to file for candidacy in the Town’s election on August 29. Additionally, Mr. Roth is continuing to work on a date and venue for the Public Hearing on rentals.

8. Adjournment

A **motion** to adjourn was made at 10:50am by Mrs Richards and seconded by Mr. Hidell.

Also in Attendance:	Jeffrey Jacobs	24 Rolling Rd
Also in Attendance by Phone:	Chris Flood	Cape Gazette
	Betsy Wilgis	32 Tidewaters
	David Kaplan	11 Rolling Rd

Approved 10/09/2020