

Town of Henlopen Acres

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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 13, 2023**, at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

PRESENT:

Joni Reich	Mayor
Tim Hidell	Commissioner
John Staffier	Commissioner
Jeffrey Jacobs	Commissioner
Richard Thompson	Commissioner
Beatrix Richards	Commissioner
Thomas Roth	Town Manager
Michele Frye	Town Clerk
Maggie Vincent	PKS & Co., P.A.

ABSENT: Tiffany Derrickson Commissioner

[Minutes are Not Verbatim]

1. Call to Order, Pledge of Allegiance

The meeting was called to order by Mayor Joni Reich at 10:00 am.

2. Presentation by PKS & Co, P.A. – Review of June 30, 2022, Audited Financial Statements

Maggie Vincent, auditor at PKS & Co, P.A., gave a narrative of the completed audit. The Town was given an unmodified opinion which is the highest level of opinion that Certified Public Accountants can give. She shared that after reviewing the Basic Financial Statements there were no issues of non-compliance. She then discussed the Town's Statement of Net Position. The Statement was very comparable to last years. The Town holds 5 months of expenses in reserve, which exceeds recommended standard. Commissioner Jacobs also commented that the Town's in-house audit committee unanimously recommends approval of the draft statements.

3. Discussion and possible action on the June 30, 2022, Audited Financial Statement

Commissioner Thompson moved to approve the Financial Statements as presented. The motion was seconded by Commissioner Hidell, and the motion was approved unanimously.

4. Approval of Minutes: Board of Commissioner's Meeting – October 7, 2022

Mr. Jacobs suggested edits to page 2. A **motion** to approve the minutes as edited was made by Mr. Hidell, seconded by Commissioner Richards. The motion was approved unanimously.

5. Treasurer's Report

Mr. Jacobs reported that after six months, there are no significant surprises. We see the usual small ups and downs but, overall, we are tracking on budget.

All real estate tax invoices have been paid in full.

Transfer tax tracking below plan by \$100,000. The current forecast is an additional \$70,000. We'll need one additional property to sell prior to FYE to meet plan.

6. Town Manager's Report

Town Manager, Mr. Roth reported that we had contracted with a phragmites remediation company. They have been out to spray and will be back this spring to cut back the phragmites.

A television was installed in the conference room to allow for residents to see and hear our meetings, as well as employee training. We still need to install audio equipment and set up a broadcast system.

We are looking at proposals to better secure Town Hall.

There is a meeting on January 24, with the Office of State Planning and the City of Rehoboth to finalize Henlopen Acres revised town limits as a result of the partial annexation of the Lewes and Rehoboth canal. The Town will gain 22 acres to their town limits.

The fence between Henlopen Acres Holly Walk bridal path and Rehoboth's St. Michaels Street, has been completed.

7. UNFINISHED BUSINESS

a. Deer overpopulation – Ticks

After discussion, a suggestion will be made in the next newsletter for residents to have their property professionally sprayed, should they have a tick problem. Also, Henry DeWitt is installing a wireless electronic deer fence; he will report back with its effectiveness.

8. NEW BUSINESS

a. Resolution to approve Sussex County All-Hazards Mitigation Plan Update

Every 5 years, Sussex County is required to update their All-Hazards Mitigation Plan. Once completed, each municipality in the County is requested also adopt the Plan. Without participation, the Town may not receive disaster relief funds in the event of a catastrophe. Two related concerns were raised for future discussion. Town Hall should be equipped with a backup generator and should residents be alerted in the of weather events. Commissioner Staffier made a **motion** to approve the mitigation plan. Commissioner Jacobs seconded the **motion** which passed unanimously.

Commissioner Hidell left the meeting at 10:54 am.

9. Any other business that may come before the Commissioners

Mayor Reich noted that Federal funds are available for needed canal dredging. DNREC is currently looking for another disposal site.

The Board discussed the Town street lights at the intersections. Four post lights will be purchased and installed at one corner for the residents to suggest a preference.

10. Adjournment

A **motion** to adjourn was made at by Commissioner Richards and seconded by Commissioner Staffier. The meeting was adjourned at 11:17am.

Approved: 2/28, 2023

Also In Attendance:

**Henry Dewitt – 55 Fields End
Andrea Pedigo – 69 Pine Reach**