

MAYOR & COUNCIL

December 3, 2018

Mayor Houlihan called the regular scheduled meeting of the Mayor and Council of Delmar, Delaware to order at 7:00 P.M. In attendance were Council Members Smith, and Holmes, Town Manager Bynum-King and Delmar Police Chief Barkley. Absent: Vice Mayor Pace, Council Member Boyan and Clerk of Council Fisher. Guests: Ray & Sherry Beauchamp.

Mayor's Comments

Mayor Houlihan said that both Vice Mayor Pase and Council Member Boyan were absent this evening dealing with family and work matters. He asked that if anyone would be addressing the Council to sign in at the podium.

Approval of Minutes

Council Member Holmes made a motion to approve the November, 2018 minutes as circulated. Council Member Smith seconded the motion which passed with 3 ayes and 2 absent.

Unfinished Business

Update on 2 N. Pennsylvania Avenue

Town Manager Bynum-King reported that on November 27th, Mr. Andrew Welsh, a DBF Engineer, completed an assessment of the property located at 2 N. Pennsylvania Avenue, Delmar, DE. Mr. Welsh identified 9 issues with the building. Of those 9 items, he identified 4 items as of an immediate nature and 5 items were to be completed as soon as possible. Mr. Welsh also suggested that Mr. Mills; the property owner, should contract with a structural engineer to have the structure evaluated. The structural engineer should also prepare a design for the reinforcement of the building, the most immediate being the east wall. Mr. Welsh also mentioned that the work completed to the south side of the east wall has been exposed and is showing signs of deterioration.

On December 3rd, there was a meeting with Mr. Mills, Mr. Randy Taylor, Town Community Development Coordinator William Hardin and herself to discuss the letter prepared by Mr. Welsh. Mr. Mills was informed that the Town could not continue to prolong the restoration of this building. The Town's primary concern is public safety. Mr. Mills asked if he could have 10 days to get his structural engineer to have the building assessed. The Town agreed, that on or by December 17th, Mr. Mills would have in hand a written report from his structural engineer. If no report is received, the Town Manager would turn the matters over to the Delaware Officials to determine how the Town proceeds with the future of the building.

New Business

Amending the Parks and Recreation By-Laws

Town Manager Bynum-King requested that the Council table this until January. She did not have the opportunity to review the proposed language nor receive comments from the Town Attorney.

Committee Reports:

Student Advisory Report

No one was present to give a report.

Police Chief's Report

Chief Barkley reported that the Department made it through the Thanksgiving Holiday, the Christmas Parade and the Tree Lighting Ceremony without incident. He also reported that Officer Heacock is now back on full duty as of last Thursday.

Parks and Recreation Council Report

The report was included in the mail packets.

Code Enforcement Officer Report

The report was included in the mail packets.

Fire Department Report

A report was issued prior to the meeting and reviewed.

Utility Commission

Town Manager Bynum-King reported that the Grove Street Project is on track for re-advertising this month. The proposed bid opening is to be held on January 9, 2019. The Notice to Proceed will be issued the first of March, 2019.

DBF, on behalf of the Town in reference to the back-up well, is submitting a revised allocation permit application. The application will clarify that Well 3B is the back up well to Well 3A. There will be no need for additional allocation because both Well 3A and Well 3B will not be in operation at the same time.

The East Aeration Clarifier has been cleaned and the diffusers are all functional. The aeration clarifier is back on-line and operating as designed. The West Aeration Clarifier is scheduled for cleaning in early spring of 2019.

Public Works

The report was included in the mail packets.

Planning & Zoning

The Elected Officials accepted Planning and Zoning's favorable recommendation for a sign on the building of 609 Bi-State Blvd, Delmar, DE and for a 2 sided pole sign out front, per the attached drawings. Council Member Holmes made the motion for approval which was seconded by Council Member Smith. The motion passed with 3 ayes and 2 absent.

Town Manager's Report

Town Manager Bynum-King reminded the Council Members that the annual Holiday Dinner will be held on Friday, December 14th at 6:00 p.m. at the V.F.W.

The Town offices and services will be closed on Monday and Tuesday, December 24th and 25th for Christmas Eve and Christmas Day. The Delaware garbage service will be picked up on Wednesday, December 26th. Town offices and services will be closed on January 1, 2019 in recognition of the New Year. Again, the garbage services for Delmar, Delaware will be collected on Wednesday, January 2nd.

Council Comments

Mayor Houlihan acknowledged Senator Richardson and gave congratulations on his recent victory in reclaiming his Senatorial seat.

Adjournment

Upon hearing no public comments, Council Member Smith made a motion for adjournment which was seconded by Council Member Holmes. The motion passed with 3 ayes and 2 absent.

Submitted by:

Cindy Fisher
Clerk of Council

by reviewing the notes of the Town Manager and reviewing the audio tape.