

MAYOR & COUNCIL
April 6, 2020
Via Teleconference

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 Vice Mayor Pase, Council Members Smith and Boyan, Town Manager Bynum-King, Police Chief Barkley and Clerk of Council Fisher. Guests: Delmar, Maryland Mayor Karen Wells.

Mayor Houlihan took roll call and everyone was present. Everyone performed the Pledge of Allegiance.

Mayor's Comments

Mayor Houlihan stated that this is the meeting for April, 6, 2020. This meeting is being held via teleconference. He said that in one month's time, everyone's lives have changed. Social distancing, no more than 10 people in a gathering, so many shoppers in stores at one time, etc. We are meeting the State and Federal guidelines by having our meetings via teleconference where the public is invited to attend.

Approval of Minutes

Council Member Smith made a motion to approve the March, 2020 minutes as circulated. Council Member Boyan seconded the motion which passed with 4 ayes and 0 absent.

New Business

Town Manager Bynum-King said that this afternoon she received an engagement letter from the Smith Firm, LLC to act as our Delaware Attorney. Our Delaware Attorney, Jim Waehler, retired as of the March 31st. The Smith Firm is located in Seaford, DE with another office in Rehoboth, DE. They are now the law firm for the Town of Laurel. Jim Waehler was Laurel's Town Attorney also.

Mr. Waehler recommended 3 firms for the Town to consider to replace his services. This seems to be the best fit for the Town. And being that they are located in Seaford, will make it so much closer for traveling to meetings.

Once the Agreement has been reviewed, the Council will be asked to vote on it at the May meeting. We will be asking Attorney Jim Waehler to extend his law coverage to the Town of Delmar until mid-May.

Committee Reports:

Student Advisory- Mayor Houlihan said that our student advisor, Danielle Morelli, is not on the conference call this evening. School has been out for quite some time so he knows that there is nothing new to report.

Police Chief's Report

Chief Ivan Barkley reported that a few weeks ago, there was another fatal accident in front of the Subaru dealership on Rt. 13. A man tried to cross the highway in the dark and stepped right in front of a car.

Chief stated that nothing is routine anymore. The orders from the Governors offices change daily. It is a lot to keep up with. Everything is going well with the staffing he has. He has ordered more PPEs (Personal Protective

Equipment). He was told that some of what he asked for would be coming from Sussex County.

Chief informed the Council that as a rule, his Department will not be going out and stopping any out of state vehicles. There are conference calls daily with the other city departments. There are some Maryland Officials that are pushing to close the Maryland border to communities to the north. Chief stated that Governor Hogan is not leaning that way right now. His department is keeping an eye on our businesses in Town and so far they have not run into any violations.

Council Member Boyan asked if the officials were taking into consideration the Town of Delmar? Chief Barkley responded that they are not worried about Delmar. It is more of looking into out of state tags.

Chief informed the Council that they did have one officer that was quarantined for 14 days. He actually did not have the coronavirus but his girlfriend had contact with someone who tested positive. They had no symptoms and he is back to work.

Parks and Recreation

Mayor Houlihan stated that he did not see a report in the mail packet and that's probably because there has been nothing going on in the parks with the State of Emergency. The Town Manager stated that they did not have a meeting.

Code Enforcement Officer Report

Mayor Houlihan asked the Town Manager about any changes in the scope of the Code Enforcement Officer's job. Town Manager Bynum-King reported that not much has changed. She is checking on permits, abandoned vehicles and debris in the yard. The only thing different is that we are not doing the rental inspections at this time for her safety. The Town is billing the property owners annually for their rental license fee.

Utility Commission

Vice Mayor Pase informed everyone that there was not a meeting this month since there was nothing new to be discussed.

Town Manager Bynum-King reported that Yorkshire Estates is currently without water services. The Stage Road Water Main was scheduled to tie into the service main and the water service was to be restored by 2:30 p.m. today. During the tie-in, the contractor blew a valve causing a delay in the reconnection of the water service for the Yorkshire residents. The Town Manager stated that she has contacted the Director of Public Works and he has informed her that the tie-in was completed, however upon turning on the water service, a leak further down the main occurred and needed to be repaired before the water was turned back on. The residents have been without water all day. The circumstances surrounding the delay in getting the services was an emergency situation and not planned.

Public Works

Council Member Smith reviewed the Public Works Report that was included in the mail packets.

Planning & Zoning

Council Member Boyan reported that there was not a meeting in March due to not having any requests.

Town Manager's Report

Town Manager Bynum-King stated that this year has been hard. First with the passing of Cindy's mother and then the passing of Starr's mother and then Bob's father and now the coronavirus. For right now the municipal buildings are closed to the public but the employees are still working.

The Town Manager said that there is one employee out due to not having child care since the schools are closed due to coronavirus. With all that is going on with this pandemic, the Town became aware of a new program effective April 1, 2020. The Families First Coronavirus Response Act (FFCRA) which allows employees with no child care for their children who are now out of school to use a combination of their sick and vacation time for the first 10 days of their absence and then the employer will pay 2/3's of their wages for the next 10 weeks.

Town Manager Bynum-King said as we were working through the guidelines of this new program (FFCRA), we were notified that this employee filed for unemployment, Part of the terms and conditions of the Families First Coronavirus Response Act is that the employee cannot do both (FFCRA and Unemployment). The decision will be the employees to make. But if efforts are made to continue with unemployment, then the employee would have to resign from employment with the Town.

The Town Manager said that the Town is proceeding with the Annual Spring Clean-Up. The Delaware side will be picked up on Wednesday, April 15th and Thursday, April 16th. She is encouraging all the residents to follow the instructions in the newsletter and the Town's website. There is also a list of items that are not allowed to be included in the pick-up. There is only one pick-up date per household.

The First Reading of the FY'21 Budget will be held via teleconference on April 27th. The Town Manager said that at the last Delaware budget meeting, Delmar, Delaware showed a shortfall of \$5,000. The Financial Officer investigated something in Edmunds, our software system, and found they carried over the contingency amount from last year. The contingency is now \$38,000. The Delaware and Maryland side can now work on what was proposed by the Police Department for their step-in grade. She suggested maybe a work session.

She asked the Council to keep everyone in their prayers.

Council Comments

Council Member Boyan said that things seem to be going well with the 6 ft. apart distancing and with the maximum of 10 people in any gathering.

Council Member Smith hopes that the Council can continue to do well in spite of this pandemic. He stated that he appreciated the ladies in the Office coming in to work everyday.

Vice Mayor Pase asked everyone to stay safe and to call elderly family members and neighbors to see how they are doing.

Mayor Houlihan said that he feels the same way. We are all in this together and to stay positive.

Public Comments

Mayor Houlihan asked if there were any public that joined the meeting and wished to make a comment to identify themselves and state their address for the record. No one responded.

Mayor Houlihan said that this completes our first teleconference.

Adjournment

Council Member Smith made a motion for adjournment which was seconded by Council Member Boyan. The motion passed with 4 ayes and 0 absent.

Cindy Fisher
Clerk of Council