

MAYOR & COUNCIL
April 5, 2021
Via Teleconference

Mayor Houlihan called the regular scheduled meeting of the Mayor and Council of Delmar, Delaware to order at 7:00 P.M. Due to COVID-19, the meeting is being held via teleconference. In attendance were Mayor Houlihan, Vice Mayor Pace, Council Members Smith, Kemp and Jones, Town Manager Bynum-King, Police Chief Barkley, Community Development Coordinator William Hardin and Clerk II Donna James. Student Advisor for DE Teresa Morelli, Absent: 0 Guests: Fang Yu, Zhi Lan Min, Lesley Marcelin and Rachel Lord (Laurel Star).

Mayor's Comments

Mayor Houlihan called the meeting to order and performed a roll call to confirm there was a quorum. A quorum was established.

Approval of Minutes

Mayor Houlihan called for a motion to approve March 1, 2021 meeting minutes as prepared. A motion seconded (Smith /Pace) and carried with a roll call vote count: 5 Ayes.

Unfinished Business Town Manager Sara Bynum-King stated the Pennsylvania Ave Caboose Project is gearing to start in the next several weeks. The contractor is waiting for the cedar siding, look for activity late May early June.

New Business As per our Supervisor of Finances Heather Chandler, it is reported we received a total of \$41,035.00 from the State of Delaware for Municipal Street Aid for FY 20. A remaining balance from FY 19 of \$62.35 was carried forward. \$40,912.59 was expended accordingly leaving a balance of \$150.11 to be carried forward for use in FY 21. We will be transferring \$40,912.59 from the Municipal Street Aid account into the Delaware General Fund Bank Account. A motion to transfer the Municipal Street Aid account funds in to the Delaware General Fund bank account in the amount of \$40,912.59 made seconded (Kemp/Odell) and carried by a roll call vote 5 Ayes.

Committee Reports:

Student Advisory-- Delmar Middle and High School have been closed for Spring break since April 2nd and will remain closed until Monday April 12th. The fourth marking period will begin on this day and 3rd quarter reports cards will be distributed on April 15th. In place of prom they have applied to the Delaware Department of Health for approval to hold a dinner for the seniors on the football field. The theme is Friday Night Lights being held on April 23rd with a rain date of the 24th. If approved they intend to have the event free of charge for attending students. They have also applied to hold the graduation ceremony on the football field on June 11th. Registration Night for the current fourth graders to attend Delmar Middle school will be April 13th from 3-6pm. at the middle school. No questions for Theresa Morelli

Police Chief's Report

Chief Barkley-reported in the past month they have been working on special traffic assignments near State St & 10th and Stage Rd near Yorkshire, a few violations were noted and people were cited. Testing will be April 14th to fill vacancies. The department is still doing well with modified schedules however, it will be good to get the numbers back up. An expected graduate from the academy in June will take about a year before he will be able to do anything on his own. FYI the county will be doing roadwork on Foskey east of the school. Traffic will be reduced to one lane, will cause issues.

No questions from the Council

Code Enforcement Officer Report- Report is in the packet. Town Manager Sara Bynum-King stated nothing needed to be added.

No questions from the Council

Parks and Recreation- Town Manager Sara Bynum-King stated with the transition she hasn't been able to work with Donna to become the staff liaison. With the governor's latest executive order, raising the number of people allowed to gather in outdoor settings without having to receive special approval from the health department, we have opened up State St Park and are allowing residents to reserve the pavilion for small events.

No questions from the Council.

Public Works – Report in packet. Council Member Smith looked it over and everything appears to be moving forward. Town Manager Sara Bynum-King stated she had nothing to add.

No questions from the Council

Utility Commission Report-Vice Mayor Pace reported no unfinished or new business. Town Mgr. Bynum-King reported she was made aware of a sink hole on Mulligan Way in the Wood Creek subdivision on March 26, 2021. She had the PW Director contact CES to camera the storm drain and sewer mains in the general vicinity. It was discovered that the developer's contractor bored through the storm drain pipe and two sewer mains one 8" and one 6". She contacted the developer, he stated he was aware and was trying to get in touch with the contractor for some time to address the problem. The contractor was away on vacation, however upon his return he was on site with town personnel and a representative from the town engineering firm Davis, Bowen & Friedel to devise a plan of action to address the matter. The town will have an inspector from the engineering firm to oversee the repair. Repairs will begin within a couple of weeks with TK Construction doing the work, they have done other projects for the town and she is confident in their work. The developer is aware that the Town of Delmar will be recovering all costs that this breach of utilities created, which also includes the cost incurred with CES to televise the lines and to clean out sewer mains that were full of sand and stone.

It contributed significantly to the INI issue because all the water was going straight into the sewer mains that were open.

Planning & Zoning

1. Fang Yu – New Signage- 38661 Sussex Highway, Suite 1, Delmar, DE-

Asian House is an Asian style restaurant. No questions from council

Mayor Houlihan called for a motion to accept the Planning Commission's favorable recommendation. The motion was made/seconded (Smith / Jones) and carried by roll call vote 5 Ayes.

2. Zhi Lan Min- New Signage- 38660 Sussex Highway, Unit 3, Delmar, DE-

Ms. Min was not present for this meeting. Mr. Hardin answered questions on her behalf. No questions from Council.

Mayor Houlihan called for a motion to accept the Planning Commission's favorable recommendation. The motion was made/seconded (Odell / Smith) and carried by roll call vote 5 Ayes.

3. Lesly Marcelin- New Signage-38444 Sussex Highway, Delmar, DE-

Mr. Marcelin was not present for this meeting. Mr. Hardin did state he rode by today and took note that the store front sign has been removed the only thing remaining in the store front is the telephone number. The sign on the top of building is going to be replaced by a sign company. No questions from Council.

Mayor Houlihan called for a motion to accept the Planning Commission's favorable recommendation. Under the condition that the signage on the glass has the name removed as per the attached drawings. The motion was made/seconded (Kemp / Odell) and carried by roll call vote 5 Ayes.

Town Manager's Report- Sara Bynum-King reported

1. In regards to her email she sent out last week regarding the Little League parade April 17th line up at the school begins at 8:30. So far she has only heard from 1 Maryland and no one from Delaware. If anyone plans on attending please let her know so she can make arrangements with Public Works.
 2. Spring clean-up is scheduled for Delmar, DE April 29th & 30th and Delmar, MD April 19th & 20th. The method is different than we have done in the past, the town is broken down to quadrants, with one trip through each quadrant and one pick-up per resident. It is advertised on our website and on our Facebook page. We want to recognize that Representative Dukes always contributes funds towards this project each year. We certainly appreciate his funding.
 3. The General Codification – If at some time in the next week Mayor Houlihan can meet with her to go through it, she will be asking Mayor Wells to do the same, before it starts circulation. She wants to get the project under way and hopefully completed.
- No questions from Council.

Council Comments-No comments

Vice Mayor Mary Lee Pace hoped everyone had a nice Easter and stays safe. Hopefully we can meet in person soon.

Public Comments: - No Public Comments.

Adjournment

A motion to adjourn was made/seconded (Pace/Kemp) and carried by roll call vote with 5 Ayes.

Submitted by:

Donna James
Clerk II