

MAYOR & COUNCIL
January 4, 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. Due to COVID-19, the meeting is being held via teleconference. In attendance were Vice Mayor Mary Lee Pase. Council Members Smith and Boyan, Town Manager Sara Bynum-King; Chief Ivan Barkley and Clerk of Council Vondell Spencer. Guests: Teresa Morelli and Brock Parker.

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.

Mayor Houlihan said he hoped everyone had a nice Christmas and New Year. It was a different holiday for all of us due to COVID-19. Hopefully it will get better in 2021. He mentioned it was hard to believe, we are already halfway through our fiscal year.

Mayor Houlihan also mentioned our Fire Chief, Joey Morris lost his brother, Jason in a traffic accident. He is survived by his two-year-old son. His wife was also in the accident and was taken to Shock Trauma, he has not heard any updates on her medical status. Mayor Houlihan asked everyone to keep the family in their thoughts and prayers.

Approval of Minutes

Mayor Houlihan called for a motion to approve December 7, 2020 meeting minutes as prepared. A motion seconded (Pase/Smith) and carried with a roll call vote count: 4 Ayes.

Unfinished Business –

Town Mgr. Bynum-King reported the Town has received all of the written comments from the State of Delaware Planning Office regarding the draft Delmar, Delaware Comp Plan update. The Planner, Chris Jakubiak, is currently incorporating all of the comments from the state agencies into the plan for a final review and comments by the Planning Commission and the Delaware Council prior to the public hearing of acceptance, which should occur at the Delaware March meeting. Once this process is completed the Comp Plan will go back to the State Planning Office to be processed for final approval from the Governor's Office.

New Business – None Reported.

Committee Reports:

Student Advisory –

Ms. Morelli reported: 1.) Delmar High School is scheduled to start back on January 11th. Students that have chosen a hybrid approach will be returning to the building on alternating days. One group on Mondays and Tuesdays and the other group on Thursdays and Fridays. Some Students have chosen to remain completely virtual. 2.) Winter MAP reading testing began today. Math starts Monday, January 11th. 3.) Congratulations to the Varsity Field Hockey Team and staff on completing their season undefeated and winning their fifth consecutive state title. Council member Smith commented that's a great report.

Police Chief's Report

Chief Barkley-reported: 1.) Very few issues during the holiday season. 2.) The day after Christmas an individual passed away from what appears to be hyperthermia at the bus-stop behind Rite Aid. There is no evidence of foul play. The deceased still had all their valuables and currency on their person. The deceased was sent away for an autopsy. 3.) One employee has tested positive for COVID-19. The individual has quarantined and now has a negative test and is due back to work on December 8th. We will begin getting vaccinated this week. The vaccination is not mandatory but half of the personnel has decided to be vaccinated. 4.) In following federal mandates, we have certified in both Maryland and Delaware that we comply with federal use of force standards. That is the first of things we will be doing with the Criminal Justice Reforms. Mayor Houlihan thanked Chief for being vigilant over the holidays and appreciation for what Chief and the officers do.

Code Enforcement Officer Report – In mail packet.

Parks and Recreation – No Report.

Public Works –

Report in mail packet. Council Member Smith added everything seems to be running smooth and the Public Works group seems to be aware and abreast of everything that happens. He said he noticed a lot of different things getting done. Public Works is trying to keep up with everything such as keeping storm drains clean and the streets. Mayor Houlihan mentioned he thought he heard about the water main break on Christmas Eve that they had to deal with.

Utility Commission Report –

Vice Mayor Mary Lee Pase reported: 1.) The Director of Public Works, Jerome Reid and other Public Works staff members worked Christmas Eve on a water main breakage on West Jewell Street. Repairs were made in-house without any assistance from outside skilled services.

Planning & Zoning –

1. **Brock Parker/Parker and Associates – (William Boyan) – New Garage – 606 E. Grove Street, Delmar, DE** – Representative Brock Parker on behalf of William Boyan presented a new garage build as referenced per the attached drawings.

Council Member Boyan mentioned that he was not at the December Planning and Zonings meeting, however based on the report the Planning Commission gave a favorable recommendation to the Delmar Mayor and Council for the approval of – Brock Parker/Parker and Associates – (William Boyan) – New Garage to replace the existing garage– 606 E. Grove Street, Delmar, DE, per the attached drawings.

Mayor Houlihan called for a motion to accept the Planning Commission’s favorable recommendation. The motion was made/seconded (Smith/Pase) and carried by roll call vote with 3 Ayes and 1 Abstain (Boyan).

Town Manager’s Report –

Town Mgr. Bynum-King reported: 1.) The budget workshop schedules will be coming out via email either towards the end of this week or the first of next week. 2.) The codification for all of our Town codes status update. She stated she did receive an email update from a representative from General Codes, that the first Phase of the project was supposed to be completed by the end of the calendar year but that deadline was not met. The revised deadline is set for the end of January, the Town will be sent via email the manuscript, editorial and the legal analysis. Once the document is received the Elected Officials that are designated to participate in the review process will have access to the electronic code. We will have a strict review schedule, so it is important that everyone is on board to get the review completed in a timely manner.

Town Mgr. Bynum-King mentioned while she was on vacation the administrative office ran smoothly as she anticipated. All of the administrative staff were thankful for the additional time off during the holidays. That time off shows the employees that the Elected Officials do care and appreciate them. The departmental holiday lunches were outstanding, it was not our customary dinner, but staff had a great time and really enjoyed themselves.

Council Comments –

Council Member Smith stated the tree will be removed soon. Due to the rain we wanted to wait until the ground became solid to prevent putting ruts in the park. The Tree Lighting Ceremony was a success. The church did not make as much profit as before but the ceremony was a success. Mayor Houlihan said even though previous years were better attended it was more about the meaning than anything else. Commission Member Smith responded we just wanted to make sure we still had the event.

Council Member Boyan said he is happy we all have remained healthy. He wished all the best for all of us in the new year and hopefully there is a solution to all of this soon.

Vice Mayor Mary Lee Pase said she is glad everyone is healthy and continuing to be healthy. She

further said she is very appreciative for all the calls and cards over this holiday season to make her Christmas better.

Public Comments: - No Public Comments.

Adjournment

A motion to adjourn was made/seconded (Boyan/Smith) and carried by roll call vote with 4 Ayes.

Submitted by:

Clerk of Council
Vondell Spencer