

MAYOR & COUNCIL
October 4, 2022
MEETING HELD IN-PERSON AND VIA TELECONFERENCE

Mayor Houlihan called the regular scheduled meeting of the Mayor and Council of Delmar, Delaware to order at 7:00 P.M. This meeting is available to the public, in person with limited seating and via teleconference. In attendance were Vice Mayor Pase, Council Members Smith, Kemp, and Jones, Town Manager Fleetwood, Police Chief Barkley and Clerk of Council Vondell Spencer. Guests: Carol Hamilton, Bill Hamilton, Penny Glasgow, Tom Bauer, Linda Morris, Dhara Nakrani and Luc Angelot.

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 congratulated Mayor Elect Thomas Bauer, Council Member Elects Linda Morris and Michael McClure for winning the Delmar, DE October 3rd Election. He thanked Council Member Jones for running as well. Mayor Houlihan commented even though Council Member Jones lost he still holds his seat for two more years. He further thanked Council Member Smith for running for re-election as well.

Mayor Houlihan further commented that it has been a good ten years serving with Council Member Smith and he was proud of that. He said he sought Council Member Smith out and recommended him to his appointment to this Council. He further thanked him for his service to this Town.

Mayor Houlihan announced November 7th will be the next Mayor and Council meeting at 7:00 p.m. The meeting will be regularly run with a full agenda. At 8:00 p.m. the newly elected officials will be sworn in and take their Oath of Office. This meeting will be the last meeting for himself, Vice Mayor Pase and Council Member Smith.

Town Mgr. Fleetwood added at approximately 8:00 p.m. newly elected Mayor Bauer will be sworn in by Clerk of Council, Vondell Spencer. Then at that point the mayor will swear in his new Council Members.

Approval of Minutes

Mayor Houlihan called for a motion to approve September 6, 2022 meeting minutes as prepared. A motion seconded (Smith/Jones) and carried with a roll call vote count of 5 Ayes.

Unfinished Business

None.

New Business

Mayor Houlihan read the 2022-10-04 Halloween Resolution.

Mayor Houlihan called for a motion for the Halloween Resolution 2022-10-04. A motion was made/seconded (Pase/Kemp) and carried by roll call vote of 5 Ayes.

Chief Barkley mentioned PD will have extra officers on duty to watch over the Town's youth as they go from home to home. As stated, Halloween will be October 31st from 6:00 p.m. to 8:00 p.m. He asked the citizens if they do not wish to participate, please do not turn on their outside lights.

Committee Reports:

Student Advisory-

Dhara Nakrani reported: 1.) Homecoming is scheduled for Saturday, October 15th from 7:00 p.m. to 9:30 p.m. 2.) There is a football game Saturday at 1:30 p.m. 3.) The homecoming parade is scheduled for 11:00 a.m. Mayor Houlihan asked if the school is having trick or treat like they have done in the past? Ms. Nakrani answered yes. The school hasn't released information about it. Mayor Houlihan said he read that it was 6:00 p.m. to 8:00 p.m.

Mayor Houlihan mentioned we have a student advisory for the Mayor and Commissioners as well.

Police Chief's Report

Chief Barkley-reported: 1.) Homecoming and the parade are this weekend and PD will take part and assist with that. 2.) There are field trips from the Elementary School to the library happening this week, Wednesday and Thursday. Chief Barkley said the students will be on foot. He asked that people traveling around town keep their eyes and ears open to our kids moving in groups from the library back to the school. 3.) New recruit Mr. Engelskirch is doing a fantastic job. He is now out and, on a shift, assisted. 4.) The two recruits in the academy are doing a bang-up job. They are down to defensive driving and have eight weeks left before graduation. They will graduate mid-December and they will begin their field training. 5.) PD is getting close to selection of recruits for the next academy class. 5.) The PD's annual golf tournament that goes to support community groups, community needs, allows sponsoring community needs, football teams and youth sports was scheduled for last weekend and unfortunately was rescheduled due to the weather. The new date is scheduled for November 4th. 6.) There have been some thefts from vehicles, most incidents not reported. All of the vehicles were unlocked. Chief Barkley asked everyone attending and in general to lock their vehicles and if residents are not going to lock their vehicles, please remove valuables. He said if anyone sees anything in reference to the thefts, they should say something. It's hard to address when this information is caught days after. 7.) From the results of yesterday's election PD will have to find a new crossing guard. 8.) PD is diligently looking to hire a part-time, at least at first, PCO (Dispatcher) to help try to address some of PD's communication issues. Chief Barkley mentioned PD has posted that position on Policeapp.com since they have been more successful with that app. PD will be posting this position on their Facebook and social medial pages. He further said PD has started using the Town of Delmar standard application, and will continue using the standard application moving forward.

Fire Department Report – The report is included in the mail packet.

Code Enforcement Officer Report – The report is included in the mail packet.

Public Works – The report is included in the mail packet.

Mayor Houlihan said there is a lot of activity on State Street Park. The playground equipment has been removed; trees removed etc. He further said PW has been doing an outstanding job.

Utility Commission Report –

Town Mgr. Fleetwood reported to the Mayor and Council and community there are now six nonfunctional fire hydrants. Of those six two will be replaced in their entirety. Also, two fire hydrants will be repurposed that are functional at no cost as far as the procurement. The other four hydrants PW firmly believes they will fix.

He further reported town sidewalks and curbing have been disrupted. The contractor arrived and all the concrete has been repaired. The asphalt is slated for November 7th, weather permitting and the asphalt plant is open.

Town Mgr. Fleetwood said on October 19th at 2:00 p.m. everyone is cordially invited to the ribbon cutting ceremony at P.K. Pizzeria.

He further said tomorrow he is scheduled to meet with both Mayors at 3:00 p.m. to ask the Mayor of MD to sign a notice to proceed with the Phase I sewer project on the MD side. Hopefully that will be awarded in October. The start date will be after January 1, 2023.

Town Mgr. Fleetwood mentioned the north water tower has been offline due to repairs and a needed cleaning. They started cleaning the inside of the tank today and should be finished tomorrow. After that the tank should be filled back up and it should be functioning by sometime on Friday.

He further mentioned the WTP was found to have soda ash that has eaten through the cooper pipes. A great deal of the piping is being replaced with plastic PVC.

Town Mgr. Fleetwood thanked the Delmar Public Library for hosting the Delmar, DE October 3rd Election. He publicly acknowledged Jessica the Director of the library. He said Jessica was not there yesterday and keep her in your thoughts and prayers because she has tested positive for COVID.

Planning & Zoning – None.

Town Manager's Report

Town Mgr. Fleetwood explained the process of cleaning the north water tower and the processes of both water towers. He further explained the south water tower a couple of months ago could not be shut off because the valve was paved over and is now functional.

He noted in the next week to ten days he is hoping to have a formal RFP that goes out for significant paving projects both in MD and DE; more so in MD than DE. The paving project will be public information for the streets that are being observed. He further noted he did not want to commit the public yet because he needs to see how much it's going to cost. The Town will get a price for what needs to be done but also be broken down for a linear foot.

Town Mgr. Fleetwood mentioned DE and MD Forest Services contacted the Town in reference to a tree planting demonstration on October 12th or October 19th. This will be open to the public and hopefully it can be done at the Delmar Public Library. The backup location will be Chief Barkley's training room.

He further mentioned the State Street Park playground equipment was removed last week. He said there was a catch basin and drain discovered between the two catch basins where the playground equipment was located. He explained the process of bringing in dirt to build up the area and get a proper grade in that location. He further said that he is hoping to tie all of the State Street Park new arrivals, painting of the fence and Cpl. Heacock's memorial with a major rededication ceremony sometime at the end of November, first part of December.

Town Mgr. Fleetwood reminded everyone that there will be a Christmas parade this year. The Town is going to do a campaign where kids can write a letter to Santa. The plan is to have the local churches involved with a form letter to respond to the child for Santa. The caboose will be open on the first three Saturdays in December. Santa will be out in front of the caboose.

Vice Mayor Pase asked if there are water fountains. Town Mgr. Fleetwood answered yes and functional. However, they are turned on when there are events in the park. A conversation ensued. She further asked what is going on in the Tot Lot? Town Mgr. Fleetwood further answered the broken playground equipment will be replaced, new items added and a new fence. Both playgrounds will have engineered wood fiber. A conversation ensued.

Council Comments

Council Member Kemp congratulated the newly elected officials. He asked Town Mgr. Fleetwood if a French drain was discovered in State Street Park when the slope was discovered? Town Mgr. Fleetwood answered that's what he is talking about. It's not a perforated pipe. He further asked Town Mgr. Fleetwood are we going to plant new trees in the State Street Park? Town Mgr. Fleetwood answered yes. Council Member Kemp responded he would provide the trees. Town Mgr. Fleetwood replied thank you.

Council Member Kemp asked Chief Barkley if the Town has any spare police cars because cars speed and it would be nice to have for Halloween? Chief Barkley answered he will see what PD

has but they are running thin because they are waiting on the delivery of the new ones.

Council Member Jones congratulated the citizens for coming out and voting in the rain yesterday. He further congratulated the newly elected commissioners and mayor elect.

Council Member Smith congratulated the newly elected officials on their wins yesterday. He said he hoped they are successful; it's an uphill battle and they will find out more about it soon.

Vice Mayor Pase welcomed the newly elected officials.

Public Comments:

1. Linda Morris thanked Mayor Houlihan, Vice Mayor Pase and Council Member Smith for their service. She commented she is looking forward to working with Council Members Kemp and Jones. She further commented their service was most appreciated because they worked really hard. Ms. Morris said if Mike McClure was at this meeting, she would personally shake his hand and she is looking forward to working with him as well as Town Hall staff.
2. Linda Morris asked Town Mgr. Fleetwood with his discovery of the catch pond, drain and the grading is there going to be a cost increase to that project? Town Mgr. Fleetwood answered there is no increase to the project. She said during her walk through the community she became aware of the cameras in the park. She further asked do the cameras work? Chief Barkley answered currently they do not. PD ordered new equipment July 1st and it has not arrived yet. He further answered he spoke to the vender yesterday to question where and when the equipment would arrive. Ms. Morris questioned when the cameras arrive are they monitored and who monitors them. Chief Barkley responded they are monitored at the PD and nobody watches those cameras 24/7. He further responded the tapes are recorded. Town Mgr. Fleetwood added the new camera resolution is extremely clear.
3. Tom Bauer thanked Council Member Jones. He said Council Member Jones is still here and that's good and they will be talking. He commented hopefully Council Members Jones, Kemp and himself can sit down after everything is official. He further thanked Mayor Houlihan, Vice Mayor Pase and Council Member Smith for their years of service.

Mr. Bauer further said hopefully they will still attend meetings to keep them in line. He told Clerk of Council Spencer he will be working with her and Chief Barkley closely and definitely Town Mgr. Fleetwood. He commented he is looking forward to the next couple of years.

Adjournment

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

Submitted by:

Clerk of Council