

MAYOR & COMMISSIONERS

December 14, 2020

Via Teleconference

Mayor Wells called the regular scheduled meeting of the Mayor and Commissioners of Delmar, Maryland to order at 7:00 P.M. Due to COVID-19, the meeting is being held via teleconference. In attendance were Deputy Mayor Unsell, Commissioners Scholl, Tucker and Lenox. Town Manager Sara Bynum-King, Police Chief Barkley, Clerk of Council Vondell Spencer and Robert Benson Town Attorney. Guest: Chris Brown, Patrick Angell, Mark Welsh and Kimberly Ruark.

Mayor Wells performed the Pledge of Allegiance followed by a roll call to confirm there was a quorum. A quorum was established.

Mayor's Comments-

Mayor Wells mentioned she and her family went to the Tree Lighting Ceremony in the park. The presentation was nice. She mentioned the crowd was smaller than in previous years.

Approval of Minutes

A motion was made, seconded, (Scholl/Unsell) and carried to approve the November 9, 2020 minutes as circulated by roll call vote of 4 Ayes 1 Abstain (Lenox).

Unfinished Business-

Town Mgr. Bynum-King reported regarding the Doug Marshall annexation, she was in receipt of the written comments from the State Planning Office. Once all State and County protocols have been meant, the Town will be ready to proceed with a public hearing.

New Business –

Mark Welsh, CPA, from TGM Group, LLC stated he was attending the meeting to present the financials for Maryland and Utility Commission. Mr. Welsh reported the Utility Commission is ran smoothly. Mr. Welsh also reported: 1.) Decrease in net position of \$113,000. 2.) Increased a small amount of debt. 3.) \$4.1 million dollars at the end of the year cash total. 4.) \$4.0 million dollars cash has been maintained. 5.) Over \$900,000 dollars added worth of net assets the debt has remained virtually the same done by operations. 6.) \$1.0 million dollars in depreciation which is not a cash outlet. 7.) Added \$4.0 million dollars in new equipment. 8.) The Commission added capital assets.

Mr. Welsh asked if the Mayor or Commissioners had any questions or concerns regarding the Utility audit for him or Kimberly Ruark, Accounting and Auditing Manager of the TGM Group, LLC. The Mayor and Commissioners had no questions.

Mr. Welsh reported to the Mayor and Commissioners the Maryland Audit is a strong financial report with a very strong cash position and a very strong fund position. Mr. Welsh further reported: 1.) The General fund has increased \$342,000 dollars of revenue which exceeded expenditures. 2.) The Town paid off \$95, 000 dollars of existing debt which leaves very little debt. 3.) The Town incurred some capital leases on some new equipment. 4.) Increase of almost \$350, 000 cash presently \$4.0 million which previously was \$3.6 million dollars the prior year. 5.) Non-current liability has stayed the same. 6.) Revenues exceeded expenses last year 470,000 and this year 601,000.

Mr. Welsh asked if the Mayor and Commissioners had any questions or concerns for him or Kimberly Ruark, Accounting and Auditing Manager of the TGM Group, LLC. Commissioner Lenox questioned the incidental finding in both Utility as well as the Maryland Audit. Mr. Welsh asked was he speaking of the audit communications. Commissioner Lenox said he was referencing what Mr. Welsh calls an incidental finding towards the back of each report, it just references monthly reconciliations, would he explain. Mr. Welsh explained at the back of both reports is where he mentioned in greater detail in the audit communications report. A required report in government accounting on the government auditing standards where any internal control matters are supposed to be reported over financial reporting or compliance and it goes by criteria cause, effect recommendation and then identification. It's a repeat finding so it was in last year's report. Looking at the Utility Commission it's just a matter of strengthening the reconciliation process and trying to reduce the number of adjusting journal entries made during the audit. Commissioner Lenox replied okay. Mr. Welsh further explained the audit communications actually go into greater detail. The other one in Delmar Maryland has pretty much the same issue and again in this case this was not a repeat finding. It's a matter of tightening up the reconciliation process which is a key internal control any business any entity. Mr. Welsh stated over the years there has been incremental improvement every single year. We still want to continue to get tighter. We think there is room for improvement but much improvement has been made over the last five to seven years. Commissioner Lenox replied great and thank you.

Mayor Wells questioned Mr. Welsh how well Delmar, Maryland is performing compared to other towns in reference to COVID-19. She further questioned if COVID-19 was affecting other towns financially but the audit still looks pretty good. Mr. Welsh answered through 6/30/2020 in his opinion the Town did very well. The Town of Delmar has had a very strong year as of 6/30/2020 and any weakness will be shown this fiscal year. Mayor Wells agreed. Mayor Wells thanked Mr. Welsh and Ms. Kimberly Ruark for the reports.

Committee Reports:

Student Advisory-

Mayor Wells reported: 1.) The Field Hockey Team won their 5th consecutive state title in the game on Saturday, December 12, 2020, against Caravel Academy with a score of 4 to 1. 2.) The blanket COVID-19 calls from the school are continuing if a teacher or anyone in the school has tested positive for COVID-19. Mayor Wells mentioned unfortunately she has gotten personal phone calls for quarantine about her students. 3.) Students are not going back hybrid until the first of the year depending on Governor Carneys decision. 4.) Delmar Elementary is virtual.

Police Chief's Report

Chief Barkley reported as follows: 1.) Increased patrols to the Town's business areas because of the season there is an increase in thefts and robberies. 2.) Delmar, Maryland has had mischief in the form of cheesing which is a Tik-Tok prank. 3.) December 11, 2020, a search and seizure warrant on the Maryland side lead to the recovery of drugs, money and stolen property. All suspects have been charged. 4.) COVID-19 vaccines will be available in the weeks if not days for our officers which are not mandatory, however, the vaccines are highly suggested. 5.) Over the weekend officers were called out to welfare checks in support of EMS crews. One person the welfare check was for tested positive for COVID-19. Three officers responded to that call and have been made aware and given options for resolution. Thus far none of the officers have any symptoms that have come to light. Mayor Wells asked Chief Barkley does he have his officers quarantine when that happens. Chief answered not automatically. There are a series of questions that go into place. The quarantine does not truly come in until someone tests positive. Its suggested they do get tested immediately. Both social distancing and the PPE use go into place immediately. Once there is a positive finding then we get into a quarantine issue so we are really following Health Department/CDC Guidelines. Mayor Wells questioned does the Town of Delmar offer quarantine pay or does the employee have to use their own sick time. Chief responded there are some federal guidelines that we have to adhere to when we are asking employees to quarantine. Town Mgr. Bynum-King added that the Town is requiring from the employee's documentation from the testing site or healthcare provider per our guidelines provide confirming a positive test result, then there would be a two-week period in which the employee would be paid not using their accrued time. A Public Works employee's wife tested positive with COVID-19. The employee was tested and his results were negative. All of the employees in the Public Works Department were tested on Friday and all results were negative.

Mayor Wells stated she is unaware how things would change but she is aware that Salisbury Fire Department questioned if they are offered the immunization and the offer is denied by employees and an employee contracts COVID-19 does the employee still receive pay. Is this mandated by the state and federal government and not us. Chief Barkley answered he is unsure. He said he has not seen anything legal on that issue as of yet. Town Mgr. Bynum-King stated the information provided by, Starr Conaway, the Town's Administrative Assistant and Human Resources employee has provided in terms of State and Federal on how the employer is to address COVID-19 cases involving employees. Mayor Wells added that she thought information provided by our Human

Resource employee was supposed to end soon. She further added an email she received stated that those guidelines would end December 31, 2020. If an employee stays home due to COVID-19 the employee does not get paid. Town Mgr. Bynum-King mentioned the guidelines do have an expiration date of December 31, 2020, however in the Public Works employees' particular case the Town followed the guidelines provided because the circumstances occurred prior to expiration date. Mayor Wells stated the Town has to be mindful of new guidelines emerging with a new stream of mandates. Mayor Wells asked Chief Barkley if he heard anything further about the mischief in the form of cheeser's and has the police apprehended the people throwing the cheese. Chief answered not as of yet. The cheesing has stopped after the first week. 6.) Police reforms and policies in Maryland, Delaware and federally that are mandated we are achieving those designated for us. The mandates handed down to us in Delmar we already have in place. Some mandates have a price tag and we are doing our best to find other avenues to fund the mandates without approaching the elected officials, administration or citizens to achieve funding. This is very time consuming. A portion is just showing that we adhere to the mandates. Another portion is required changes needed to make to individual agencies to cover the new mandates. Mayor Wells mentioned she appreciated everyone working towards the mandates. She further mentioned that she realizes this process is overwhelming. Chief Barkley responded this process can be overwhelming but we are in a good place because we were already ahead of the changes in mandates. We observed as it unfolded and already made changes to policies.

Mayor Wells inquired if there is a mandate coming for body cameras. Chief Barkley said that is correct. Mayor Wells said we know we have to locate a reliable server and submit policies and procedures. Chief Barkley responded it's good to be in Maryland and Delaware. Delaware is evaluating funding down the line for every department. If the State of Delaware does this funding, we will not have to worry on the Maryland side. Mayor Wells asked if we had a case in Maryland would we be able to access the Delaware servers. Chief Barkley responded they are already wearing body cameras. They cannot expect for the Police Department to wear two cameras one for Maryland and Delaware. Mayor Wells agreed. She stated the Police Department was expected to have two difference programs. Chief Barkley agreed. Mayor Wells mentioned that if Delaware would like to pay for Maryland body cameras, she's on board. 7.) Police Department is sponsoring a local Delmar family for Christmas as well as partnering with a few non-profit organizations to assist local families in need with many of the proceeds we get from our gulf tournaments, etc. Mayor Wells said thank you Chief and she was aware it was difficult because a lot of the non-profit organizations do not have much funding because people don't have much money to help. She further said she appreciated the department and she is sure the families do as well. Chief responded we wanted to make sure we stayed with that initiative of taking care of our community.

Code Enforcement Officer Report - The report is included in the mail packets.

Parks and Recreation – No Report.

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

Utility Commission

Deputy Mayor Unsell reported as follows: 1.) The heavy rain the week prior caused a small problem. 2.) Wastewater Operator, Wallace Harris, resigned abruptly on December 2, 2020. He

was a 5-A licensed operator that was employed by the Town for five years. Town Mgr. Bynum-King is seeking to find a replacement. 3.) 176 delinquent accounts in the last quarter. Municipal Clerk, Kimberly Layton, placed calls to residents with delinquent accounts to collect payments or make payment arrangements. Approximately 90 accounts were satisfied. The \$50.00 reconnect fee was waived for disconnected residents.

Planning & Zoning

Commissioner Scholl reported as follows:

1. **Brock Parker/Parker and Associates (George Patel) – Bridgewood Estates – Addition on existing house – Lot 18, 9142 Newbridge Drive, Delmar, MD** – Representative Patrick Angell from Desmone Architects on behalf of George Patel presented an addition on existing house as presented.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Brock Parker/Parker and Associates (George Patel) – Bridgewood Estates – Addition on existing house – Lot 18, 9142 Newbridge Drive, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for- Brock Parker/Parker and Associates (George Patel) – Bridgewood Estates – Addition on existing house – Lot 18, 9142 Newbridge Drive, Delmar, MD, per the attached drawings. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

2. **Chris Brown/Ryan Homes – Woodcreek – Lot 339, 9371 Mulligan Way, Delmar, MD** – Representative Chris Brown presented a new home build as referenced.

Commissioner Scholl mentioned each motion from Planning and Zoning is contingent on the pre-existing exemption from setback. He further mentioned an email from, CDC, William Hardin confirming on June 20, 2001, a Board of Zoning and Appeals meeting took place and minutes from that meeting confirmed the appropriate authorization for noted variance by Town Mgr. Bynum-King in conjunction with the Maryland Town Solicitors.

Commissioner Lenox asked was this body following the approvals from 2001. Commissioner Scholl answered correct. Commissioner Lenox further asked if Ryan Homes decided to go closer to the sideline then they would be back for further board action but we are going with that 2001 approval. Commissioner Scholl responded that is correct, some of the lots are on the property line but he does not believe there is a setback. Commissioner Lenox mentioned when the Town Commissioners approved the model homes for Ryan Homes it included a condition that there be concrete driveways and lead walks. Commissioner Lenox stated he would like to see that condition followed through for the rest of the homes and if there is no

objection, he would like to include that condition for the homes being reviewed for final approval this evening.

Commissioner Scholl questioned Chris Brown if she had any information on that condition. She responded she did not but she does recall when Ryan Homes applied for that model home, CDC, William Hardin stated Ryan Homes needed to implement concrete sidewalks and concrete driveways. Chris Brown noted she did convey that information to Ryan Homes but she needs to follow-up with them because there have been some changes in the organization as far as who the production manager is now. Commissioner Lenox said his reasoning for addressing this matter is although there is a general agreement, he would like the condition shown on record in the formal minutes stating the approvals so, CDC, William Hardin and Town staff, has weight behind them during the issuance of permit process.

Commissioner Scholl asked Town Mgr. Bynum-King if the Commissioners are able to put an additional conditional approval on the Planning and Zoning recommendation or not. Town Mgr. Bynum-King replied, the Mayor and Commissioners are the final approving body and they could either accept or not accept what's being proposed. She added the Commissioners could add to the recommendation or remove some or all of the recommendations. Town Mgr. Bynum-King then asked Robert Benson, Town Attorney, for any additional guidance. Mr. Benson agreed with Town Mgr. Bynum-King. He added the Town Commissioners can make Commissioner Lenox's suggestion as a condition to the motion.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 339, 9371 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission's favorable recommendation to the Mayor and Commissioners for -Chris Brown/Ryan Homes – Woodcreek – 339, 9371 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of concrete driveway and lead walk. The motion was made/seconded (Lenox/Unsell) and carried with a roll call vote 5 Ayes.

3. Chris Brown/Ryan Homes – Woodcreek – Lot 340, 9369 Mulligan Way, Delmar, MD –
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 340, 9369 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission's favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – 340, 9369 Mulligan Way, Delmar, MD, per the attached drawings contingent

installation of a concrete driveway and lead walk. The motion was made/seconded (Wells/Unsell) and carried with a roll call vote 5 Ayes.

4. **Chris Brown/Ryan Homes – Woodcreek – Lot 344, 9361 Mulligan Way, Delmar, MD -**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris/Brown/Ryan Homes – Woodcreek – Lot 344, 9361 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 344, 9361 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

5. **Chris Brown/Ryan Homes – Woodcreek – Lot 349, 9351 Mulligan Way, Delmar, MD -**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 349, 9351 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 349, 9351 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

6. **Chris Brown/Ryan Homes – Woodcreek – Lot 395, 9358 Mulligan Way, Delmar, MD –**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 395, 9358 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 395, 9358 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Lenox/Unsell) and carried with a roll call vote 5 Ayes.

7. **Chris Brown/Ryan Homes – Woodcreek – Lot 396, 9360 Mulligan Way, Delmar, MD-**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 396, 9360 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 396, 9360 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

8. **Chris Brown/Ryan Homes – Woodcreek – Lot 399, 9366 Mulligan Way, Delmar, MD –**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 399, 9366 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 399, 9366 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

9. **Chris Brown/Ryan Homes – Woodcreek – Lot 400, 9368 Mulligan Way, Delmar, MD -**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 400, 9368 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 400, 9368 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Lenox/Unsell) and carried with a roll call vote 5 Ayes.

10. **Chris Brown/Ryan Homes – Woodcreek – Lot 401, 9370 Mulligan Way, Delmar, MD-**
Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – Lot 401 9370 Mulligan Way, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Woodcreek – Lot 401, 9370 Mulligan Way, Delmar, MD, per the attached drawings contingent installation of a concrete driveway and lead walk. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

11. Chris brown/Ryan Homes – Heron Ponds – Lot 281 A, 9529 Song Sparrow Circle, Delmar, MD -Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Heron Ponds – Lot 281 A, 9529 Song Sparrow Circle, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Heron Ponds – Lot 281 A, 9529 Song Sparrow Circle, Delmar, MD, per the attached drawings. The motion was made/seconded (Wells/Unsell) and carried with a roll call vote 5 Ayes.

12. Chris Brown/Ryan Homes – Heron Ponds – Lot 299 A, 9572 Song Sparrow Circle, Delmar, MD – Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Heron Ponds – Lot 299 A, 9572 Song Sparrow Circle, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Heron Ponds – Lot 299A, 9572 Song Sparrow Circle, Delmar, MD, per the attached drawings. The motion was made/seconded (Lenox/Unsell) and carried with a roll call vote 5 Ayes.

13. Chris Brown/Ryan Homes – Heron Ponds – Lot 301 A, 9578 Song Sparrow Circle, Delmar, MD – Representative Chris Brown presented a new home build as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Heron Ponds – Lot 301 A, 9578 Song Sparrow Circle, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Heron

Ponds – Lot 301 A, 9578 Song Sparrow Circle, Delmar, MD, per the attached drawings. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

- 14. Chris Brown/Ryan Homes – Woodcreek – New Prototype – Adrian Model on crawl Elevations (A), (C), (K), (2) Story** – Representative Chris Brown presented new prototype as referenced.

A motion for favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Chris Brown/Ryan Homes – Woodcreek – New Prototype – Adrian Model on crawl Elevations (A), (C), (K), (2) Story, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commission’s favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – Heron Ponds – Woodcreek – New prototype – Adrian Model on crawl Elevations (A), (C), (K), (2) Story, per the attached drawings. The motion was made/seconded (Unsell/Lenox) and carried with a roll call vote 5 Ayes.

Town Manager’s Report –

Town Mgr. Bynum-King reported as follows:

Town Mgr. Bynum-King reported she has a follow-up meeting December 15, 2020 with Wicomico County, Mr. Steve Miller, County Parks and Recreation, at the Civic Center to discuss the Mason and Dixon Park Lease Agreement. Mr. Miller did advise her a representative from the Little League will also be present. She mentioned previously that Wicomico County was thinking they wanted to include additional partners to the agreement, the Little League and potentially the Wicomico County Board of Education. She further mentioned she was unaware of what will be discussed in the meeting but she did express her concern with the number of potential partners included in this agreement. She added her main concern is that the agreement clearly states the areas of responsibilities for each partner.

Town Mgr. Bynum-King advised the Commission she was in receipt of two quotes for the leaking roof at Delmar Town Hall. She mentioned the last heavy rains the building developed leaks on the second floor, based on the amount of water on the floors it was difficult to determine where the water was coming from. There were some challenges in securing quotes because of the existing solar panels on the roof. It’s a matter of before the work can be done, we have to work out who removes and installs the new shingles and who removes and reinstall the solar panels. It is possible that putting the solar panels back on will jeopardize our new roofing warranty. Once the particulars are worked through there will be a presentation to the Maryland Commissioners and Delaware Council to secure funding because we did not budget for a new roof.

Also, with regards to the audit report Town Mgr. Bynum King said she would have Supervisor of Finance, Heather Chandler to prepare a summary to provide an explanation regarding the matter brought up by Commissioner Lenox pertaining to the audit note on timely reconciliations.

Additionally, with the upcoming holidays, there will be no interruption to the December 24th Maryland garbage collection service.

Staff and personnel were thankful and grateful for the Holiday Appreciation Luncheon Friday, December 11, 2020. It was a very enjoyable time for the personnel. Just wanted to say thank you on behalf of myself and the staff.

The first Phase of the caboose on Pennsylvania Avenue has been completed. The cupola is finished, all the windows have been replaced, new roof and the doors have been finished. The caboose itself at this point is weather tight and Phase 2 will occur in the Spring 2021. The contractor has the caboose on schedule to take all of the existing siding off of the sides and replace it with cedar.

Town Mgr. Bynum-King announced she will be off the week following Christmas. She wished everyone a Merry Christmas and a safe and Happy New Year. Mayor Wells said thank you and she is glad the staff enjoyed the Holiday Appreciation Luncheon.

Council Comments

Deputy Mayor Unsell – Happy Christmas and Happy New Year. Wear your mask, social distance at all times and wash your hands.

Commissioner Scholl and Commissioner Tucker both had no comments.

Commissioner Lenox – Merry Christmas to everyone.

Public Comments: - None.

Adjournment

Mayor Wells called for a motion moved and seconded (Unsell/Scholl) and carried to adjourn with a roll call vote of 5 Ayes.

Submitted by:

Clerk of Council
Vondell Spencer