

# MAYOR & COUNCIL

## September 3, 2019

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, Boyan and Holmes, Town Manager Bynum-King and Clerk of Council Fisher. Absent: Police Chief Barkley. Guests: Gary Spence, Dylan Brown, Charles Towers and Chris Brown.

The Council performed the Pledge of Allegiance.

### **Mayor's Comments**

Mayor Houlihan welcomed everyone to the meeting and asked that if anyone who wished to address the Council to sign in at the podium for the written record. He hoped everyone had a great holiday weekend and wants everyone to send prayers to those that have been affected by the hurricane.

He stated that school started today for some and tomorrow the whole student body will be attending.

### **Approval of Minutes**

A motion for the approval of the August, 2019 minutes was made by Vice Mayor Pase and seconded by Council Member Smith. The motion passed with 5 ayes and 0 absent.

### **New Business**

#### Oath of Office

Mayor Houlihan administered the Oath of Office to Natalie O'Leary as the newest member of the Parks and Recreation Council. This will fill the last open position on the Council. Natalie introduced herself to everyone and said that she is involved in a lot of extra-curricular activities at school.

### **Committee Reports:**

#### Student Advisory

Mayor Houlihan stated that he has reached out to the Guidance Office at the High School for representatives. We now have 2 seniors to be student advisors. They will be starting in October.

#### Police Chief's Report

Town Manager Bynum-King reported that Chief could not be present this evening, so she would be giving the report. She notated that there were no criminal issues to be reported. Labor Day went without issues. Ptl. Aungsts' last day will be September 13<sup>th</sup>. He will be leaving for the Rehoboth Police Department. Officer Esham will be going out for surgery and upon his return he will be on light duty, being used as the evening dispatch officer. The K-9 will be boarded until PFC Brown has been trained.

#### Parks and Rec. Report-

There was no quorum for the August meeting.

### Code Enforcement Officer Report

Mayor Houlihan reviewed the report that was included in the mail packet.

### Fire Department Report

There was no one present to give a report and none was included in the mail packet. Mayor Houlihan said that the Fire Department holds their meetings on the same night as this meeting. Their Sportsman's Give-A-Way is November 2, 2019.

### Utility Commission

Vice Mayor Pase reported that Grove Street Water Main Upgrade has been complete. The contractor will be cleaning up the stockpile left on the corner of Pennsylvania Avenue and Grove Street.

She reported that the Town Manager attended a meeting with Wicomico County in reference to receiving acceptance from the County Council to amend their water and sewer plan to add the Delmar Assisted Living Facility in the Town's service area. The County did approve the plan.

The new hire for the Public Works Department is attending Del Tech to obtain his water license.

ECM was awarded the Old Stage Road Extension Project and there was a pre-construction meeting held on Wednesday, August 28<sup>th</sup>.

### Public Works

Council Member Smith reviewed the report that was included in the mail packet.

### Planning & Zoning

Council Member Boyan reported on the following:

#### Towers Signs- Sign request for Delmar Business Center located at 36850 Sussex Hwy., Delmar, DE

Mr. Towers stated that Gillis Gilkerson owns the building. The pylon sign they are requesting will have slots for up to 8 occupants. He knows that there will be fewer occupants since the hospital is taking up at least 2 units. The size of the sign will be 123 square feet and the steel structure will be sitting in concrete.

Council Member Boyan made a motion to approve the Planning and Zoning's recommendation to the Mayor and Council for the new pylon sign for the Delmar Business Center located at 36850 Sussex Highway, Delmar, DE, per the attached drawings.

#### Gary Spence- Phillips Signs- Sign request for Earle Teate Music located at 38650 Sussex Highway, Unit 5, Delmar, DE

Mr. Spence stated that the owner of the music store wants to change out his sign to that of something that represents what he sells. The landlord of the property has signed off on the new sign plans presented by Phillips Signs. The sign will have LED lighting and will resemble the Delmar Pizza sign and the rest of the signs in the shopping complex. This proposed sign will be individual lettering and will take up less space than what is up there now.

Vice Mayor Pase made a motion to approve the recommendation from Planning and Zoning for a new sign for Earle Teate Music located at 38650 Sussex Highway, Unit 5, Delmar, DE, per the attached drawings. Council Member Boyan seconded the motion which passed with 5 ayes and 0 absent.

Matt Whalen- Sunroom addition to 11653 Buckingham Drive, Delmar, DE

Council Member Boyan stated that the Planning and Zoning Commission gave an approval with the contingency that Mr. Whalen will provide to this Council a survey showing the dimensions of the sunroom on the site plan. Which Mr. Whalen has provided. After reviewing the site plan, Council Member Smith made a motion to approve the recommendation from the Planning and Zoning Commission for the addition of a sunroom to 11653 Buckingham Drive, Delmar, DE per the attached drawings. Council Member Boyan seconded the motion which passed with 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 187, located at 11708 Buckingham Drive, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Vice Mayor Pase made a motion to approve the favorable recommendation of the Planning and Zoning Commission for the new house build on Lot 187, located at 11708 Buckingham Drive, Yorkshire Estates, Delmar, DE per the attached drawings. Council Member Smith seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 180, located at 11664 Buckingham Drive, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Council Member Boyan made a motion to approve the favorable recommendation of the Planning and Zoning Commission for the new house build on Lot 180, located at 11664 Buckingham Drive, Yorkshire Estates, Delmar, DE per the attached drawings. Council Member Smith seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 151, located at 11723 Buckingham Drive, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Council Member Boyan made a motion to approve the favorable recommendation of the Planning and Zoning Commission for the new house build on Lot 151, located at 11723 Buckingham Drive, Yorkshire Estates, Delmar, DE per the attached drawings. Council Member Smith seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 150, located at 11719 Buckingham Drive, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Vice Mayor Pase made a motion to approve the favorable recommendation of the Planning and Zoning Commission for the new house build on Lot 150, located at 11719 Buckingham Drive, Yorkshire Estates, Delmar, DE per the attached drawings. Council Member Smith seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 147, located at 11701 Buckingham Drive, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Council Member Smith made a motion to approve the favorable recommendation of the Planning and Zoning Commission for the new house build on Lot 150, located at 11719 Buckingham Drive, Yorkshire Estates, Delmar DE per the attached drawings. Council Member Boyan seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 140, located at 38473 Charles Court, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Council Member Boyan made a motion to approve the favorable

recommendation of the Planning and Zoning Commission for the new house build on Lot 140, located at 38473 Charles Court, Yorkshire Estates, Delmar DE per the attached drawings. Council Member Smith seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown- Ryan Homes- New home build on Lot 132, located at 11663 Buckingham Drive, Yorkshire Estates, Delmar, DE

After reviewing the documentation, Vice Mayor Pase made a motion to approve the favorable recommendation of the Planning and Zoning Commission for the new house build on Lot 132, located at 11663 Buckingham Drive, Yorkshire Estates, Delmar DE per the attached drawings. Council Member Smith seconded the motion which passed 4 ayes and Council Member Holmes abstaining.

Chris Brown notated that there are 12 Lots left in Yorkshire Estates.

**Town Manager's Report**

Town Manager Bynum-King said that the annual audit will start on Monday, September 9<sup>th</sup>.

Next week a meeting is scheduled with Alan Smith from Carload Express to discuss their proposed plans to locate a yard office on W. Jewell Street with the anticipation to connect to the Town's utility services.

The Town Manager stated that she had a discussion with Police Chief Barkley about the SRO Agreement. The Town is entering into the last year of the SRO Grant. Town Manager Bynum-King said she inquired if Chief was going to write another grant to determine if the funding is available to keep the SRO in school. Chief said during the discussion he would look into the funding options and advise of his findings.

The Town Manager will also be working with Chief Barkley in regards to Stage Road on the Delaware side where the traffic goes south towards Rt. 54. A driver lost control of their vehicle and it destroyed someone's privacy fence. The property owner from the Yorkshire Estate Subdivision, is asking if a guardrail could be placed on the bend area in front of her property. The Town Manager and Chief Barkley will be doing an assessment of the area as well as an assessment of the speed in that area. Upon their assessment, they will make an appeal to DelDOT for input and guidance.

Town Manager Bynum-King said that the Mayor and Commissioners are joining Wicomico County Council in "Wicomico Goes Purple". The kick-off event will be held at the Perdue Stadium on Friday, August 30<sup>th</sup>. The Town of Delmar, MD was given a banner, sign and some other literature to help spread the awareness about opioids addiction. In addition to the items that was given to the Town, the Mayor and Commissioners agreed to purchase 10 additional signs to post around Town. A temporary sign permit has been secured to put smaller signs in various locations around Town.

Heritage Day is September 21<sup>st</sup> and is fast approaching. We did receive the sign off from the Fire Marshal for the fireworks planned for that evening.

**Council Comments**

Council Member Boyan asked about the Veteran's banners for the light poles that had been discussed several meetings prior. He asked where the Town was in the process. The Town Manager stated that she was under the impression the Town was working with the V.F.W. She did not recall that at the meeting, where the discussion took place, the Town agreed to take any action at that time.

Council Member Holmes stated that he remembers that conversation. He recalled since the Town was not aware of all the names of the Veterans needed to be honored, the Town took no action. Town Manager Bynum-King said that she would connect with former Mayor Niblett to see this is a project the V.F.W. is considering and if not would they like to take the lead on a project of this nature and work with the Town in a cost shared effort.

Vice Mayor Pase reported that the parking lot in front of the old Bonanza building is terrible. Town Manager Bynum-King said that the parking lot is considered private and not public, however she could have a letter sent to the property owner.

Council Member Holmes asked everyone to be mindful of those who live alone and to check on them often.

Council Member Boyan stated that the Police Night Out was a great event.

Council Member Smith said that the Police Night Out had a great showing.

Vice Mayor Pase asked everyone to keep the people involved in the terrible storms in our prayers. She informed the Council that she would not be in Town on Heritage Day.

Mayor Houlihan said that Heritage Day starts at 9 a.m. It is a Joint Council event. He is trying to get volunteers from the Council for blocks of time for volunteering at the Heritage Day.

He said that thanks to the Town Manager and the Public Works staff, the road patching was completed prior to school starting. He said that some shrub trimming is being done so drivers can have a clearer view.

Mayor Houlihan stated that September 28<sup>th</sup> is Homecoming. The Parade starts at 11 a.m. and the game is 1:30 p.m. He stated that he will not be available that day either for the parade or for the football game. He will be at a Delmar Police golf tournament.

### **Adjournment**

Upon hearing no Public Comments, Vice Mayor Pase made a motion for adjournment. Council Member Boyan seconded the motion which passed with 5 ayes and 0 absent.

Submitted by:



Cindy Fisher  
Clerk of Council