

TOWN OF HARTLY
P.O. Box 181
HARTLY, DE 19953

MEETING MINUTES

Thursday, April 14th, 2016

I. **Call to Order and Role Call**

Meeting was called to order by Christine Oldham at 7:01 PM.

Council Present:

Christine Oldham	Victoria Norris
Suzanne Morris	
Ray Morris	

Public Attendees:

Amy Weissenfluh	Robert Weissenfluh
Mike McManamey	Cathy Samardza

II. **Invocation & Pledge of Allegiance**

Suzanne Morris provided Invocation.

Christine Oldham led in Pledge of Allegiance

III. **Approval of Previous Minutes/Approval of Tonight's Agenda**

Ray Morris motioned, Victoria Norris 2nd, approval of previous Meeting Minutes. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

Suzanne Morris motioned, Victoria Norris 2nd, approval of tonight's agenda. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

IV. **Reports**

a. **Treasury**

Report provided by Victoria Norris

Checking Account Ending Balance: \$11,292.29

Municipal Street Aid Account Balance: \$3,213.05

b. Building Permits

No Report

c. Correspondence

Suzanne will review related corresponds as Unfinished business is discussed.

V. Unfinished Business

a. 2016 Town of Hartly Elections

Submission of Candidate forms date has passed, only 2 incumbent candidates (Suzanne Morris and Ray Morris) applied. Under New Business Suzanne and Ray will be confirmed as commissioners.

b. Change Bank to Citizens

Suzanne obtained forms to open Citizens checking account. Need to complete forms and provide documentation to Citizens to open the account.

c. Delmarva Electric

Nothing new to report regarding Delmarva Electric. A meeting is scheduled to meet with Senator Lawson, Representative Spiegelman, Samantha Hemphill, and Heather Constant.

d. Comprehensive Plan

Suzanne reported that there are some language changes & map updates needed prior to resubmitting for a final approval.

e. Fund Raising Committee (Future Events & Holiday Event Results)

No Report

f. Family Dollar Updates

Suzanne reported that previous Affidavits from property owners were not complete but have now received the appropriate documentation from all owners regarding all properties. Reiterated that any town requests must come from the individuals on the Consent forms.

g. Restitution from Richie Casson

Victoria reported that Restitution started in Oct 2006, total for the order \$93,266.50. Paid to date paid \$6,190.00, balance due \$87,076.50

h. Sidewalks (TAP)

Ray reported that he and Mark will be meeting with the consultant firm the week of May 18th. Ray believes they have the plans laid out and should have more information next month.

i. Town Council Liability Insurance (proposals/quotes)

Christine reported she and Victoria met with Strategic Insurance Company Partners and they will be researching avenues for us to get the best deal on liability insurance.

j. David Kuznicki – Documentary on Hartly and other Small Towns of America

Suzanne reported that David Kuznicki indicated he would be coming out to Hartly end of April or first of May to finish up filming. Documentary is still on target to be completed in August.

k. Distribution of Town Ordinances and Motion to Pass

i. Building Permits – 10-032016-001

Suzanne Morris motioned, Ray Morris 2nd, approval of An Ordinance Establishing Building and General Construction, Alteration, and Demolition Procedures, Permits, and Fees. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

ii. Property Maintenance – 14-04-2016-002

Victoria Norris motioned, Suzanne Morris 2nd, approval of An Ordinance Regulating Property Maintenance in the Town of Hartly regarding Grass, Weeds, Trees, and Plant Growth. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

l. Finance Committee update on Property Tax Review

No updates

m. Other unfinished business as may be necessary for discussion and /or action

Suzanne obtained agreement with Barrett Edwards, document has been received and Suzanne will send back signed document.

VI. New Business

a. Oath of Candidates

Christine Oldham, President, read and certified Oath of Office to Suzanne K. Morris and Raymond K. Morris.

b. Candidates’ Positions

Suzanne motioned and Victoria 2nd, that Town Commissioner seats/positions remain the same; motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

c. Other new business as may be necessary for discussion and/or action

- Suzanne reported that she talked to Kent County and define a MOU (Method of Understanding) in order to get Kent County assistance with Condemning property and to continue Building Inspections. A meeting has been scheduled to meet with Mary Ellen Gray and Sarah Keifer.
- Ray motioned and Suzanne 2nd motion to rezone the three parcels (Family Dollar Project) in town limits from residential to commercial property. Motion Carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

VII. Public Comment / Council Member Comment

- Cathy reported that if we have any issues or comments with updating the Comprehensive Plan that both David Edgell and Mary Ellen Gray are willing to assist. Cathy also mentioned that MOU's with Kent County are pretty common with small towns.
- Mike McManamey reported that the General Contractor was just selected and they will be in contact for building permits
- Mike asked about an address and zoning verification. Address of center property (of the 3) is 2813 Arthursville Road. Motion to rezone was just completed and Suzanne will send copy of meeting minutes to Mike for his reference.

VIII. Adjournment

Ray motioned to adjourn, Victoria 2nd, motion carried

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			