

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

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**MEETING MINUTES**

Thursday, September 08<sup>th</sup>, 2016

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I. Call to Order and Roll Call

Meeting was called to order by Christine Oldham at 7:03 PM.

Council Present:

Mark Maguire	Christine Oldham
Suzanne Morris	Victoria Norris
Ray Morris	

Public Attendees:

Jean Bracken	Cathy Thompson-Moore
Calvin Sparks	Cynthia Swyka

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

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

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

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

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

IV. Reports

a. Treasury

See Report. Total Balance in all accounts \$18,657.15

Suzanne Morris motioned, Ray Morris 2nd, to accept the Treasury Report as read. Motion carried:

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

- Victoria Reported Hartly Ruritan Club is donating \$1,065.00 towards DPL Electric Bill. Victoria provided DPL account # to Dean Virdin of Hartly Ruritan Club to have donation sent directly to DPL into the Hartly Town DPL account.

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**b. Building Permits**

- Mark reported there were no permits issued in the past month.

**c. Correspondence**

Suzanne Reported:

- Email sent to Carolyn Toll, Caliber Home Loans/Core Logic, in regards to Wesley Burris property. Stating back tax & current tax due on property is \$686.27 if paid by 9/30/2016.
- Spoke with Atlantic Law Group, Judy. Frank Lawrence property did not go to Sheriff Sale due to Probate issues. May go back on Sheriff Sale list 60 Days. Provided Judy with tax parcel due for 2015 and 2016 equals \$78.84.
- Sent email to John's Well Service regarding permit for Well to Hartly Methodist Church, the town is in favor and indicated to let us know outcome of DNREC hearing, as well as asked them to provide a site plan once DNREC approval is received.
- Emailed Funding Report to DelDOT, Jason Vogl.
- Emailed requested information to Santora CPA in to audit requirements.
- Received copy of Governor's certification letter from David Edgell.
- Received Invite to DLLG September meeting. 9/22 @ 5:30PM. Christine and Suzanne will attend.
- Provided FY2017 Budget DRAFT to Christine to send to Pratt Insurance.
- Provided Tax Parcel List w/tax amounts due to Victoria.
- Email received from David Kuznicki. David will return to Hartly in October to complete filming and pictures for "A Hope for Hartly"
- Received information via email regarding Delaware Energy Efficiency Fund. Provided copy of email to Christine.

- Received information via email regarding Comcast Newsmaker opportunity on 10/20/2016. Christine will follow-up with Comcast on this opportunity.
- Received flyer & invitation to attend a public workshop on Bicycle needs.
- Letter to residents regarding Electric \$100.00 Impact Fee and 2017 Property Tax increase was not sent with Taxes. A Draft was created and needs to be completed. Letter will be sent at later date.

## V. Unfinished Business

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

Suzanne and Christine reported letter requesting donations is ready to be mailed to business. Thanked Cathy Samardza for all her assistance in printing of letters and envelopes, as well as providing paper & envelopes. Committee members: Christine Oldham, Suzanne Morris, Cathy Samardza, Sally Wojcieszyn, Terry Platt and Bunny Love.

### b. Family Dollar Updates

Suzanne presented formal Resolution to council regarding the annexation and parcel combination for the Family Dollar. Council members signed the Resolution #R09-09-2016-001.

Mark reported construction is moving forward. There is an issue with the center triangle. Mark relayed the requirements regarding the triangle to the Engineer and the General Contractor. The triangle will be dealt with at a later date but GC is OK with the Town's requirements. Anticipate Family Dollar opening in November 2016

### c. Restitution from Richie Casson

Victoria reported a \$100.00 payment received in the past month. Christine reported discussed restitution situation with the lawyer. He will review the case however it is likely \$50.00 is all the Judge will require after considering Casson situation. We also requested to obtain a copy of the most recent court hearing and ask if there are any Hartly records still in Casson's possession.

### d. Sidewalks (TAP)

Mark Maguire reported that the engineering phase is in progress. CTF funds from Senator Lawson and Representative Spiegelman were obtained (by DelDOT) for the engineering phase. We should have a report in the next 18 months.

**e. Town Council Liability Insurance (proposals/quotes)**

Christine and Suzanne met with Brent from Pratt Insurance at the end of August but have not heard back from Pratt. Insurance Company's consider the town a high risk factor and that is why there is a problem getting a company to insure us for public and personal liability.

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

None.

**VII. New Business**

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

- Suzanne motioned that Fundraising committee be allowed to use the \$500.00, as specified in the 2016 Budget on the "A Hope for Hartly" Documentary Premiere and the Hartly 2016 Holiday Celebration as the Fundraising committee see necessary. Victoria Norris seconded. Motion carried.

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

- Christine will contact Comcast NewMaker and schedule a timeslot for 10/20/2016
- Christine and Suzanne will complete the Treasury Report for receipt of MSA Funds, due on 10/01/2016. Suzanne will deliver to State Treasurer.
- Suzanne motioned a Thank you card be sent to Hartly Ruritan Club for FundRaising efforts and donation of \$1065.00 to Delmarva Electric Bill. Victoria 2<sup>nd</sup>. Motion carried.

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

- Council discussed obtaining a debit card. Discussion was tabled for later date.

- Mark motioned that he be permitted to research information and obtain a quote in regards to changing Street lights to LED. Suzanne 2<sup>nd</sup>. Motion Carried.

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

- Suzanne asked that a committee be formed to review town properties for accuracy based on Kent County records, identify use of land, and identify property violations. This information will be valuable when the council revises the current Land and Zoning Plan. Christine authorized the committee to be formed. Committee will consist of Suzanne Morris, Mark Maguire, and Calvin Sparks.
- Ray motioned that Town of Hartly Council meetings be moved to bi-monthly beginning in February 2017. Mark Maguire 2<sup>nd</sup>. Motion carried.

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

#### VIII. Public Comment / Council Member Comment

- None

#### IX. Adjournment

Ray Morris motioned, Mark Maguire 2<sup>nd</sup> motion, to adjourn, motion carried.

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