

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

MEETING MINUTES

Thursday, December 14, 2017

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:01 PM.

Council Present:

Suzanne Morris	
Mark Maguire	Rebekah Legar

Public Attendees:

Mark Kohout	Megan Bravo
Chris Comer	Dan Sawyer

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation.

Rebekah led in Pledge of Allegiance.

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

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

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			

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

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			

IV. Reports

a. Treasury (Suzanne Reported)

i. Citizens Bank Account

Previous Balance: \$28,692.66. Deposits: \$4,039.00. Expenses: \$1,744.67.
Balance in account \$30,986.99.

ii. Restitution from Richie Casson

Three payments received totaling \$150.00. Remaining balance owed: \$650
YTD Balance \$86,026.50.

iii. Delaware State Police Accounting Record

Paid to DSP \$3,422.25, Received from Courts \$1,527.00. 1/3 of what we are
paying to DSP we are getting back from the courts. 65% loss

iv. Street Light Impact Fee

Received to date \$4700.00, Not Paid \$1,400.00

v. 2017 Property Tax

16 outstanding bills. Not paid \$2574.18 in property tax. 9 of 16 outstanding
bills include prior years. So far we have collected \$2286 out of the total
\$7,226.00 that was due by October 31st.

Rebekah motioned, Suzanne seconded, to accept the Treasury Report. Motion
carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			

b. Building Permits

Ray Morris absent. One project submitted from Verizon to see if permit was
required for new fence.

c. Correspondence

Suzanne read all correspondence. Emails & Invitations discussed.

V. Unfinished Business

a. Sidewalks (TAP)

Jeff Nagoda, DelDOT Deputy Director of Planning, will be hosting a workshop Jan 18th.
Jeff was briefed on the request submitted last meeting to widen driveway. Jeff stated
when first drawings are proposed we will be able to modify. At that time it would not
be a major change. The sidewalks will be completed in phases. The federal government
is going to sponsor 80% of Phase I, which is a million dollar project. Jeff Nagoda also
stated that the roadway will also be redone as it was previously funded and put on hold
for sidewalk project.

b. Delaware State Police/Speeding/Road Signage

Mark & Suzanne attended a meeting at Troop 3 and met with a Captain and Lieutenant. We are not like to lose any more than 65%. We have limited funds which require a limit of 12 hrs. a month. DSP requested that we be more specific on how much over speed limit the town was willing to allow. After a lengthy discussion, the Council agreed on the suggested speed to stop. Lawson & Spiegelman will be purchasing 3 speed signs at the cost of \$9582.00. These will be permanent signs placed near the school, on Rt. 44, & Rt. 11. They have been approved. These signs will also collect data and record in the cloud. This data will aid us in the scheduling of our DSP patrols.

Suzanne motioned, Rebekah seconded, that any motorist travelling at the speed of 30 mph and over within the town limits will be stopped by DSP. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			

c. 2018 Budget

Suzanne distributed 2018 DRAFT Budget Proposals to Town Commissioners. Discussion regarding 2018 property tax and budget/expenses for Year 2018.

Yearly Revenue		
Budgeted	Item	Amount
\$10,839.00	Property Taxes (.075)	\$0.00
\$4,270.00	Street Light Tax	\$0.00
\$1,000.00	Cell Tower	\$0.00
\$525.00	MSA	\$0.00
\$600.00	Casson	\$0.00
	Permits	\$0.00
\$6,000.00	DSP	\$0.00
	Other-Misc	\$0.00
\$23,234.00	Balance	\$0.00
		\$23,234.00
Yearly Expenses		
Budgeted	Item	Amount
\$4,250.00	Delmarva Power	\$0.00
\$540.00	Phone	\$0.00
\$0.00	Due/Subscrp/Edu	\$0.00
\$250.00	Postage	\$0.00
\$300.00	Office Supplies	\$0.00
\$500.00	Comm. Events	\$0.00
\$475.00	Ins/Bonding	\$0.00
\$1,926.00	Town Solicitor	\$0.00
\$250.00	Maint/Supplies	\$0.00
\$12,960.00	**DSP (12hrs per mo)	\$0.00
	Capital Fund	
\$21,451.00	Expense Totals	\$0.00
\$	1,783.00	Surplus to Capital Fund
	\$23,234.00	
		\$23,234.00

Suzanne motioned, Rebekah seconded, to acknowledge this as the third reading of Town of Hartly 2018 Budget approved as presented. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			

d. Application for Delmarva Power to change Street Lights to LED

Suzanne completed the application and returned to Delmarva Power. No update on application at this time. Suzanne left message. No reply. Implied LED will not save us much.

e. Grass Cutting / Town Ordinance

Will be presented at our February meeting.

f. Town Sign

No update. Reached out before tree lighting.

g. Other unfinished business as needed:

None

VI. New Business

a. Comcast Franchise Agreement

Chris Comer, Local Director of Customer Affairs from Comcast presented a new 10 year franchise agreement. Comcast requires this to work with local government where we provide cable service. Federal law requires a contract to provide infrastructure for cable service. Our old agreement was signed and dated in May 1988. The franchise agreement is not non- exclusive of other parties. This agreement also provides free service to town sites. There is also the option of a franchise fee (up to 5%) that can be added to consumer’s bills at the town’s discretion. It would earn the town about \$700 a year.

Suzanne motioned, Rebekah seconded, to sign 10 year franchise agreement with Comcast and refrain from adding any additional franchise fees at this time. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			

VII. Public Comment / Council Member Comment

Mark Kohout & Dan Snyder inquired about the 4 acre parcel of land that houses the old Hartly Auto Sales. 2 acres are inside town limits and the other 2 acres are outside in Kent County. Mr. Kohout inquired if the town could annex the two acres outside of town limits into the town. Council advised that it can be done however a surveyor must identify parcels and provide a lot line delineation. Council also advised Mr. Kohout to contact Kent County first. The County will direct him on the next steps to be taken, and once the County approves, they will send the annexation to us to approve at a later date.

VIII. Adjournment

Suzanne motioned, Rebekah seconded, to adjourn, motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Rebekah Legar	X			