

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

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**MEETING MINUTES**

**Thursday, December 13, 2018**

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**I. Call to Order and Roll Call**

Meeting was called to order by Mark Maguire at 7:02 PM.

Council Present:

Suzanne Morris	Raymond Morris
Mark Maguire	

Guests Present:

Megan Raughley	

**II. Invocation & Pledge of Allegiance**

Suzanne provided Invocation.

Raymond Morris led in Pledge of Allegiance.

**III. Approval of Previous Meeting Minutes and Tonight's Agenda**

Ray motioned MMs & Agenda be accepted, Suzanne 2<sup>nd</sup> approval of August 2018 Meeting Minutes and 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**

As of 10/11/18, there was a remaining balance of \$31,612.10. Revenues collected totaled \$8,581.50. Expenses totaled \$2,080.24; leaving a balance of \$38,113.36 as of 12/13/2018.

**ii. Restitution from Richie Casson**

Payments received since 10/11/18 totaled \$50.00. Remaining restitution balance owed: \$85,476.50.

**iii. Delaware State Police Accounting Record**

Since 4/21/17, we have paid DSP \$10,705.50 to-date. Received from Courts \$4,056.00. For Year 2018, paid DSP \$6,756.75, received from court fines \$2,211.00.

**iv. Street Light Tax**

2017 Balance of Unpaid SLTax \$400.00

2018 Balance of Unpaid SLTax \$770.00

**v. 2017 Property Tax**

Past Due Balance of Unpaid Property Tax \$686.55

2018 Balance of Unpaid Property Tax \$2,980.75

Ray motioned, Suzanne seconded, to accept the Treasury Reports. 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 reported one permit issued to Holly Island for small shed/building on back of property. Ray reported two properties have construction/repair being done that did not pull permits and will be addressed under new business.

**c. Correspondence**

Suzanne read all correspondence. Emails & invitations discussed.

**V. Unfinished Business**

**a. Sidewalks (TAP)**

Ray reported that the State has awarded the contract to Grass Busters. They have done other sidewalks for the State, example North Street in Dover. Work is scheduled to being in Feb 2019 however expect weather delays.

**b. 2019 Town of Hartly Budget**

Suzanne reported the 2019 Town of Hartly Budget was advertised in the Dover Post on 12/12/18 and 12/19/18. Suzanne motioned to accept the 2019 Budget as published, Ray seconded the motion. Motion carried:

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

**c. Hartly Holiday Event (December 8, 2018)**

Rebekah was not available to report. Suzanne commented that although there were less attending the event than in 2017 there was still a good amount of people and children and all seemed to enjoy the event.

**d. Annex, Consolidation & change to Commercial M. Kohout properties**

Suzanne reported that OSPC has denied the proposal stating our current Comprehensive Plan does not identify the additional parcels as commercial. OSPC indicated the plan and maps must be amended prior to receiving approval. The next OSPC hearing will be in January 2019 and requests must be received by Jan 1 to meet the deadline for that meeting. Once the plan is updated there should be no issues with moving forward with the Annex & Consolidation & Commercialization for Mark Kohout properties.

**e. Delinquent Property Taxes Action**

Suzanne has not taken any action on this matter. Suzanne will contact the Attorney to determine next steps.

**f. Other unfinished business as needed:**

None

**VI. New Business**

**a. Town of Hartly Comprehensive Plan Committee Appointment**

Mark appointed Suzanne Morris, Megan Raughley, Rob Graves, Amy Maguire, and Pete Morris as the Comprehensive Plan to review and revise and submit to OSPC by January 5, 2019.

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

Ray made motion to send letter to property owner on Arthursville Road regarding the Roof they replaced, stating \$30.00 permit fee. Suzanne seconded. Motion carried:

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

Ray made motion to post a Cease and Desist letter on the door of the property on Main Street and to send letter to property owner (KC Pride Owner) regarding construction to the building without pulling a permit. Suzanne seconded. Motion carried:

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

Mark would like for council to review the current Building and Maintenance Resolution and discuss incorporating a fine when a permit is not issued prior to work being done.

Council discussed no parking zone on the bend of Main Street, in front of the Marion Fass Trust (old bank) property up to the Brewer property (next to the Post Office). Parking in that area causes a danger for entering and exiting the road and properties. Raymond motioned to paint curb yellow “No Parking” from center of the two entryways of property 9-10-06315-01-3900-000 to 15 feet past the Marion Fass Trust property 9-10-06319-01-4100-000 toward the Brewer property, Suzanne seconded the motion. 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**

None

**VIII. Adjournment**

Ray motioned, Suzanne 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	