

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

MEETING MINUTES
Thursday, August 08, 2019

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:00 PM.

Council Present:

Suzanne Morris	Not Present: Robert Graves
Mark Maguire	Not Present: Megan Roughley
Raymond Morris	

Guests Present:

Amy Maguire	Catherine Maguire
Joseph Maguire	R.H. Morris Jr

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation.

Ray led in Pledge of Allegiance.

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

Suzanne motioned MMs & Agenda be accepted, Ray 2nd approval of June 2019 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			
Robert Graves			X	
Megan Roughley			X	

IV. Reports

a. Treasury (Suzanne Reported)

i. Citizens Bank Account

As of 6/14/19, balance of \$36,523.39. Revenues collected totaled \$3,852.04.

Expenses totaled \$2,310.37. Ending balance \$38,065.06 as of 08/08/2019.

ii. Restitution from Richie Casson

Payments received since 06/15/19 totaled \$205.32. Need to research the 5.32 as that is an unusual payment. Year to Date, restitution received \$505.32. Remaining Restitution Balance \$84,921.18.

iii. Delaware State Police Accounting Record

April 2017 to date: Revenues \$6,135.50, Expenses \$16,126.50. ROI -62%
2019 YTD: Revenues 2,079.5, Expenses \$4,368.00. ROI -53%

iv. Property Tax and Street Light Tax

Suzanne advised yearly notices will be sent the week of August 10, 2019.

Suzanne advised Invoices have been printed and will be mailed the week of August 10, 2019.

Total past Due Balance of Unpaid Taxes \$2,001.85, (2 Estates, 1 Sheriff Sale, 5 Residential parcels).

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			
Robert Graves			X	
Megan Roughley			X	

b. Building Permits

No Report.

c. Correspondence

Suzanne read all correspondence.

- Rec'd letter stating \$626.72 Municipal Street Aid (MSA) will be issued to Town of Hartly.
- Hartly Ruritan sent letter regarding placing flag in triangle
- Thank you from David Edgell in regarding to submitting Updates to Comp Plan

V. Unfinished Business

a. Sidewalks (TAP)

Sidewalks completed. The biggest issue we encountered was during the time that the parking lane shifted to the South Side of Main Street. There were several incidents of post office customers stopping in the middle of traffic to go in and pick up their mail. Police were contacted and signs clearly posted but this did not deter the issue.

Ray mentioned Safe Routes to School Program, to approach them for funding to complete side walk from Family Dollar to the Hartly Elementary School. Ray will look into this possibility.

The crosswalk and lights, for the Church, are not yet complete.
And, Main Street will be re-paved.

b. Annex, Consolidation & change to Commercial M. Kohout properties

Kohout requested update on consolidation request. Kohout would like the 4 properties on Main Street side of tax ditch consolidated as one parcel and the acre lot on the other side of tax ditch as a separate parcel. Suzanne motioned and Ray 2nd to consolidate properties as requested.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Robert Graves			X	
Megan Roughley			X	

Council discussed the need to have property changes updated and recorded at Kent County Recorder of Deeds. Suzanne will look into how other towns incorporate Kent Co. Recorder of Deeds fees.

c. Delinquent Property Taxes Action

Paoletti property sold at Sheriff Auction on 6-30-19, it sold for \$7,500, to Mary Burris. Per Kent County they will issue a check to the town on October 22 for \$322.00.

Suzanne is working with Kent Co & Eva Tyler at Holly Lacy Law Offices in reference to \$160.00 due to the Town on Wesley Burris property. Property sold for \$16,000.00 in Dec 2018.

Suzanne will mail all delinquent property taxes certified mail.

Talked to Kent Co about the Turner property which is a trailer but Kent Co does not do sheriff sales on trailers.

d. Capital Fund/Interest bearing account update:

Council needs to set up date & time to get this set up.

e. Street light update

Rob is working with Delmarva to ensure all lights are in working order and lights taken out due to accidents are being handled.

f. Vacant Building Registration update

Suzanne reported that she added a section to the property taxes to ask whether properties are vacant. Vacant Lots vs. Vacant Buildings. We will address at next meeting.

g. Fire Marshall OU update

Mark has agreed and signed the Fire Marshall OU. Waiting to receive final approved copy back from Grover.

h. Crown Castle update

Permit approved, permit fee recieved – See email from Crown Castle in Town Email

i. 13.5 acre and Train Station assessment update

Cost would exceed what we had approved for an appraisal. Suzanne spoke with another real estate agent who indicated that the asking price was reasonable. No farther discussed needed.

j. Town Police update

Continue to investigate start up requirements and costs. Ray spoke to Smyrna Police Dept. and identified that a hand held radar gun is appr. \$200.00, Smyrna does have a car that possibly could be donated but need to discuss at Smyrna Town Meeting. Smyrna is working with DSP to get a K9 Unit Vehicle donated to them. Mark, Rob, and Ray will continue to research costs and requirements.

k. Ruritan Club/Flag Pole update

Rec'd letter from Hartly Ruritan Club regarding Flag being placed in the Tri-angle. Suzanne created a MOU that will be mailed back to Ruritan Club for approval and signature.

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

- Mark will ask DSP if there is a way to research about unpaid tickets.
- Suzanne will ask Megan to manage the citations issued and received.
- Paint curb on North side of road across from Slaughter Station Rd. Mark asked for quotes from a couple different contractors and awaiting a response.
- Mark requested the Town purchase a Cross walk sign to be placed in the middle of crosswalk for Church.
- Need to incorporate language into Building Ordinance that states construction of commercial and multi-duplex buildings (not required for residential) need to be reviewed by Fire Marshall before we issue permit, then Kent Co. after we issue permit.

VI. New Business

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

- i. Request Rob/Megan to send certified letter to Scott Estate (small parcel between church and Kohout property) regarding trees and weeds.
- ii. Hazel Price, resident, passed in Feb 2019. Kent County does not have a Will registered for Hazel Price. Suzanne suggested that we go ahead and send the property tax bill and see if there is resolve from that. Will follow up in October meeting.
- iii. Unclaimed Property – Town of Hartly has unclaimed property identified. Suzanne will address with State of Delaware Unclaimed Property Division
- iv. MSA asking for copy of Bonding insurance. Call Insurance to get Bond copy to send to State of Delaware
- v. Set Christmas Date – Saturday, December 14, 2019. Confirmed with HVFC that date is ok. Mark would like event to be simplified – lighting – song – social meeting – shorten the time Dusk to 8PM. Invite Hartly Ruritan Club. Agreed to give tickets to children to deposit in bucket for a toy bucket. Amy Maguire volunteered to chair the event.
- vi. 1st official reading of 2020 Town of Hartly Budget.

VII. Public Comment / Council Member Comment

Catherine Maguire would like to see a parade in the Town next year for Fallen Veterans on Memorial Day in 2020.

VIII. Adjournment

Ray motioned, Suzanne seconded, to adjourn at 8:08PM . Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Robert Graves			X	
Megan Raughley			X	