

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

MEETING MINUTES
Thursday, February 10, 2022

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:04 PM.

Council Present:

Absent: Raymond Morris	Robert Graves
Mark Maguire	Megan Raughley
Suzanne Morris	

Guests Present:

James Read	John Filicicchia	
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II. Invocation & Pledge of Allegiance

Suzanne provided Invocation; Rob led in the Pledge of Allegiance.

Megan motioned to deviate from the normal order of business to approve the October Meeting Minutes and Treasurers Report due to not available at the time of the December meeting, Suzanne seconded. Motion carried:

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

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

Megan motioned to approve MMs and tonight's agenda be accepted, Rob 2nd approval of December 2021 Meeting Minutes and February 2022 agenda. Motion carried:

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

IV. Reports

a. Treasury

i. Citizens Bank Account

2021 Year end balances include, revenues received totaling \$537.25 and expenses incurred totaling \$6,526.85, leaving an ending balance as of 12/31/2021 at \$9, 985.38. Savings Account: Reported balance 12/31/2021 balance of \$60,006.78.

ii. Restitution from Richie Casson

As of 1/28/2022, payments received total 600.00. Suzanne reported we are missing 1 check for 2021 that she reached out to the Prothonotary’s Office in regards to. Outstanding balance remaining as of last check receipt on 1/28/2022 is \$83,626.50.

iii. Delaware State Police Accounting Record

Suzanne reported that only 1 shift had been accepted in Quarter 4 for 2021; no additional updates at this time.

iv. Property Tax and Street Light Tax

Suzanne reported several properties are still outstanding since 2020 or prior; Ennis, Scott, Turner who has since passed away, and Burris; she needs the PO Box # for Burris, Mark to assist with obtaining information.

Megan motioned, Rob 2nd, to accept the Treasury Reports. Motion carried:

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

b. Building Permits

Rob reported he obtained the first permit for 2022 from Gateway/Kohout for the building to begin on Main Street. Proposed is a 76x46 building that will house an ice cream/sub shop and antiques. Rob reported there is an outstanding permit for a roof and shed that he has been in contact with the homeowner to obtain.

c. Correspondence

Megan and Mark will handle the correspondence received including several email requests and a response to the law firm that sent a certified letter.

V. Unfinished Business

a. Sidewalks (TAP)

Mark reported we are in a holding pattern pending a contractor to be chosen. Letters will be hand delivered to local businesses and the school to make them aware of the proposed dates.

b. Street Light Update

Mark reported once the weather breaks, he and Rob will compile a list of the remaining poles to be switched to LEDs. The hope is for all lighting to be upgraded by Summer 2022.

c. Town Police update

Mark reported the Town has been assigned an FBI number and he is working with DELJIS to get the approval needed for a police officer to be implemented. Mark requested opinions for the patch the officer will don. The hope is to have these requirements accomplished for 2022.

d. 2020 Comprehensive Plan Committee Update

Suzanne reported there is no update at this time.

e. Land and Zoning Use Plan Update

The first reading of the updated and proposed Comprehensive Land and Zoning Use Plan was completed. The next reading will take place at the April 2022 meeting.

f. Evaluation of Cell Tower Agreement with HVFC

Suzanne advised we are pending payment for 2021; per previous Minutes, it was confirmed to be issued. Mark will check with the President of the Hartly Volunteer Fire Company, Kevin Hovis, to discuss.

g. Promotional/Marketing Purchase Update

Suzanne reported no update at this time.

h. Microsoft 365 Business Update

Suzanne reported no update at this time.

i. American Rescue Plan Act 2021 Update

Suzanne spoke with Thornburg, Gray and Fox for guidance. The Treasurers reporting is due by 4/2022 which she will handle. Mark will check on the check issue; a previously purchased supply set for PPE gifted to the Hartly Volunteer Fire Company, the check was cashed for less than it was written for.

j. Triangle Security Camera and Maintenance Update

Mark reported the camera has been placed. An MOU needs to be written and approved between the Town and Hartly Volunteer Fire Company for access; Mark suggests 1 person from the Town and 1 person from the HVFC be the designees approved for access. The MOU will be written to include a police officer to be hired at a later date.

k. Vacant Building/Defaulted/Abandoned Properties Update

Suzanne reported she released 3 letters in January 2021 and we are pending responses.

l. Grass Maintenance Updates

Mark reported no updates at this time.

m. Town Elections 2022

Suzanne reported the elections will be held the last Saturday in April; all interested parties should submit their wish to run via mail, email or in person. Mark will reach out to his resources to ensure he is still able to continue his role as President given his run for Levy Court.

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

None to discuss

VI. New Business

a. Police Vehicle Purchase

Mark reported he spoke with the Chief of Selbyville regarding the purchase of a vehicle for the Town Officer; a Ford Taurus, currently wrapped and blue in color. The vehicle will be outfitted with a computer mount and a few other items.

Mark made a motion to approve the request for up to \$2,000.00 to be used to acquire the vehicle from Selbyville Police Department. Rob 2nd. Motion carried:

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

b. 3 Way Stop Proposal from DeIDOT

Rob reported we received the request from DeIDOT for the 3-Way stop sign to be implemented at Slaughter Station Road and Main Street. The plans will not be implemented until school has released for the summer in an attempt to have traffic concerns handled prior to the next school year beginning.

Rob motioned, Suzanne 2nd, to accept the 3-Way Stop proposal to be implemented in Town. Motion carried:

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

Megan will draft a letter of approval required by DelDOT for them to begin the planning necessary for implementation.

VII. Public Comment / Council Member Comment

James Read, the new Fire Chief for Hartly Volunteer Fire Company, attended the meeting to introduce himself. One of his goals with the position is to bridge the gap of communication between the Town and the HVFC. He gave information to the Commissioners and present residents on the coverage areas for HVFC and surrounding companies.

VIII. Adjournment

Rob motioned Suzanne 2nd to adjourn at 7:50 PM. Motion carried.

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