

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

MEETING MINUTES
Thursday, October 13, 2022

I. Call to Order and Roll Call

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

Council Present:

| | |
|-------------------------------|----------------|
| Mark Maguire | Robert Graves |
| Suanne Morris | Megan Raughley |
| Raymond Morris - Tardy @ 706p | |

Guests Present:

| | |
|-----------------|------------------|
| Mike Clendaniel | John Filicicchia |
| Amy Maguire | |

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation; John Filicicchia led in the Pledge of Allegiance.

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

Megan motioned to approve and tonight's agenda be accepted, Suzanne 2nd approval of August 2022 Meeting Minutes and October 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

Ending balance as of today \$28,501.16. Savings Account: Reported balance as of the end of the 3rd Quarter of \$60,0011.27.

ii. Restitution from Richie Casson

Checks received for August and September 2022 leaving an outstanding balance of \$83,226.50.

iii. Delaware State Police Accounting Record

Suzanne reported no new invoices and no new payments.

iv. Property Tax and Street Light Tax

Suzanne reported taxes were released via mail at the end of August/beginning of September; to date, funds received total \$6,366.27 which includes 2022 base tax, past due taxes & penalties as well as 2022 Street Light Tax. The outstanding balance due totals \$19,812.88.

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 2 new permits were requested; 1 for Morris and 1 for a town resident that is requesting to put a ramp in; both have been paid in full and permits provided.

c. Correspondence

Megan reported nothing required action.

V. Unfinished Business

a. Sidewalks (TAP)

Mark reported the project is just about completed; walk-through needs to be done to review drainage and ponding issues. Residents advised to keep an eye out for any troubled areas.

@706p Ray joined the meeting

b. Street Light Update

Mark reported the list of poles requiring an update will be submitted soon; he noticed the lights from the Firehouse to the Hartly Market have already been updated to LED. Main Street to the school will be requested in the next update.

c. Town Police update

Mark reported he met with Clayton PD who has a vehicle; the Town has committed to buy. Lights, siren, camera and cage remain; printer, radar gun and few odds & ends will need to be purchased to fully outfit the vehicle. Insurance is also in progress. A job posting was placed but so far no candidates not requiring academy completion have been received. Mark will reach out to local

chiefs. Short of insurance, total street ready estimate, to include vehicle etc., would be approximately \$12,000.00

d. 2020 Comprehensive Plan Committee Update

Suzanne reported there is no update at this time.

e. Land and Zoning Use Plan Update

Changes are required to be completed for the final reading; updates to be completed for the December meeting.

f. Promotional/Marketing Purchase Update

Suzanne brought options for items to purchase; insulated and unlined grocery bags and magnetic bag clip with pen. With the Kent County Grant Funds received, feather flags are being purchased. "Event Today," "Event Here," "Hartly Event Today" and/or "Hartly Event Here" to be included in the messaging. An attendee advised to look into DCI, Delaware Correctional Industries, for printing on the feather flags; Mike will provide Suzanne the contact information.

g. Microsoft 365 Business Update

Suzanne reported no update at this time.

h. American Rescue Plan Act 2021 Update

Suzanne reported the lawyer OK'd the use of the ARPA funds to be used for the purchase of a LUCAS Device; remaining in the funds account is \$11,731.52. EMS Captain, Amy Maguire, spoke regarding the needs for and benefits of having a new device for the safety of the community; rough estimate on cost would be \$17-18,000.

Rob motioned for the Town to pay the remaining balance of the total purchase of a LUCAS Device, after the ARPA funds are applied, to donate the device to the Hartly Volunteer Fire Department; Raymond 2nd the motion. **Suzanne had questions prior to voting on the total cost of the device; Megan provided information from the previous quote dated February 2022 which totaled \$16,690.80. 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 | | | |

i. Vacant Building/Defaulted/Abandoned Properties Update

No response has been received from the property previously contacted; per Mark, we need to contact the lawyer to discuss options based on the review of our Ordinance and residents' response. Suzanne to reach out to the lawyer.

j. DeIDOT 3-Way Stop Update

Mark reported that he spoke with Peter Haag, from DeIDOT, regarding leaving the blinking lights in place; Peter advised before anything is removed, the Town will be contacted.

k. Verizon Cell Phone Update

EMS Captain Maguire will check in to see if the Town is able to piggyback off the service that the Volunteer Fire Company uses with Verizon that is a version of First Net where there is an officer being incorporated. Suzanne advised there is an emergency services card, GETS Card, for in the event of emergencies that gives a dial out number as well. EMS Captain Maguire will copy the town on the email being released to their Verizon contact.

Rob motioned that we get the cheapest possible phone that meets the requirements of the plan updates, if the state contract option doesn't work out by the end of the current Verizon contract. Megan 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 | | | |

l. Summer 2022 Movie Night

Megan reported the event was successful but could have been better attended for the movie portion. We have a new contact for hte bounce houses/movie screen for future events. Mark thinks we need to push the date up or push back to get more attendees due to the end of summer vacations.

m. Town Taxes Update

Part of reporting above; line item being removed.

n. 2022 Holiday Event

Mark has spoken with Meghan from the previous holiday events being held in town to join forces and spaces; Megan will work with Meghan to coordinate details. The HVFC has confirmed we have the for Saturday, December 10, 2022 for the entire day. Suzanne suggests moving start time up; Rob suggests having the event and the tree lighting be the final event. Sunset is 440p, maybe talk to thet daycares regarding carolers. Plenty of budget available for this event due to minimal spending for previous events. Megan to check the weather and coordinate with Meghan to begin plans.

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

None to discuss

VI. New Business

a. 2023 Budget Review & First Reading

Minimal changes; minor change to street aid due to reduction in funds received in 2022; Suzanne advised \$27,309.00 is projected budget based on 2022 numbers.

b. Elected Officials Tax Waiver Proposal

Ray suggested that to increase interest in the Town Council, other towns have adopted the suggestion of waiving taxes due for the elected and residing officials.

Amended Motion: Ray motioned, Suzanne 2nd, to approve the residing and elected Town officials to be exempt from town property and town street light taxes, so long as the Solicitor confirms this action is legal. 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 | | | |

Suzanne to contact the Solicitor for assistance and guidance on this motion.

c. Other New Business as may be necessary for discussion and/or action

None

VII. Public Comment / Council Member Comment

Public attendee, Mike Clendaniel, asked about the capabilities of the pending officer based on the abilities of another local law enforcement agency and concerns he has for the safety of the school; Rob explained the coverage area of town limits; Mark explained the intention is for the officer to enforce all needs within the town limits and based on dispatch orders from KentCom Dispatch Center. Mike also asked about annexation plans for the town limits; Mark advised our 5 year plan is to include the area of North Street and we welcome any other annexation requests from the other residences residing at the town limits.

Resident, John Filicicchia, asked about his personal taxes and payment status; Suzanne asked if he had a re-evaluation of the property; they will discuss to ensure he has all necessary information.

VIII. Adjournment

Megan motioned Suzanne 2nd to adjourn at 7:53 PM. Motion carried.

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

