

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

MEETING MINUTES

Thursday, June 8, 2023

I. Call to Order and Roll Call

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

Council Present:

Mark Maguire	Robert Graves
Suanne Morris	Megan Raughley
Raymond Morris	

Guests Present:

Elio Battista, Jr	Michelle Rawley
Mike Reimann	William Owen
John Filicicchia	Pete Morris

Please forgive any misspellings for signed or illegible names

II. Invocation & Pledge of Allegiance

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

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

Ray motioned to approve previous minutes and tonight's agenda be accepted, Megan 2nd to approve April 2023 Meeting Minutes and June 2023 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

Checking Account: Ending balance as of June 8 was \$10,995.69. Expenses since the last meeting totaled \$1,296.27. Savings Account: Reported balance as of today is \$60,015.27.

ii. Restitution from Richie Casson

Checks have been received monthly and he is up to date. Exact figures not on hand at this time

iii. Delaware State Police Accounting Record

Suzanne reported no update.

iv. Property Tax and Street Light Tax

Suzanne reported 2023 taxes will be released in August.

Ray 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 no new permits.

c. Correspondence

Megan reported no correspondence requiring action has been received.

V. Unfinished Business

a. Street Light Update

Mark reported he is awaiting response from the new contact at Delmarva Power.

b. Town Police update

Mark reported we are still awaiting insurance quotes to move forward. The car will need a new battery once we are ready to move forward. Our FBI number has also been suspended at this time to alleviate requests for action without an officer in place to handle.

c. 2020 Comprehensive Plan Committee Update

Suzanne reported there is no update at this time.

d. Land and Zoning Use Plan Update

Rob reported no update at this time. We are still in the review stages of the information released by the lawyer.

e. Promotional/Marketing Purchase Update

Suzanne reported she had to make a change to the insulated cups we requested due to availability; they should be here next week. Megan reported she and Mark attended the Hartly Elementary School Leadership Day event and would like to have pricing reviewed to purchase pencils for their Birthday Brigade prizes that are provided to the students. Suzanne will look into the cost of these and the messenger style bags that 4Imprint has to offer for the 2023-2024 school year.

f. Microsoft 365 Business Update

Suzanne reported no update at this time.

g. Vacant Building/Defaulted/Abandoned Properties Update

Rob reported there has been no response from the Davis property; Suzanne has not yet reached out to the lawyer but will make contact. The totals due for any open violation will be added to the residents tax envelope that is released in August.

h. DeIDOT 3-Way Stop Update

Rob reported the flashing light headed out of town has been removed. Mark reported the flashing lights affixed to the sign coming into town will remain for a guaranteed time frame of 1 year and then DeIDOT will evaluate options at the towns request for permanent lights.

i. 2023 Summer Event

Megan reported preliminary plans have been drafted for Friday, September 15th. A contact attempt was made via phone and text to All Blown Up for bounce houses and the movie screen, if available. Megan will make contact with the Ladies, HVFC, Ruritan, Meghan Kohout Bravo and a few vendors that have expressed interest. Mark suggests we post on Facebook for volunteers for an Event Committee.

j. Becker Morgan Group/PennTex Ventures Update

Mike Reimann from Becker Morgan presented the updated plot plan for the pending Dollar General. A back fence was added and along with the previously proposed fence, have been set for 8' in height, vegetation has been added to the neighboring side of the property for the home owners to avoid unsightly views, they've included vegetation and street trees to improve the visual aspects of the corner lot and plan to annex the back parcel of land that falls in the county lines to include it in the Town limits. They checked into shifting the building placement however due to the existing ditch and sewer lines are not able to make changes. Groundbreaking for the building is tentatively scheduled at this time for Jan 2024 with an estimate of 127 days start to finish. They are present tonight to request approval for the updated plot plans.

The meeting attendees and commissioners were provided a time limit to ask questions and make comments.

Suzanne Morris, Commissioner: What area of the property did the Brownfield testing cover and are there any updates? Response: The entire parcel was tested, some remediation will be required but testing has been completed. Suzanne also mentioned that the town is interested in further discussion for use of the back parcel being brought into town limits that the DG will not be making use of and that a letter or intent will be required from the property owners in order to begin the annexation process.

Raymond Morris, Commissioner: What is the plan for signage? Are there any extra steps that can be implemented to alleviate light pollution as the Family Dollar did when they built in town? Is there a light cut-off or set time that it can be turned off each day? Response: It is a separate permit required for lighting that has not yet been drawn but our requests will be included in their permit plans. They can have a cut-off switch or timer placed to meet our requests.

Robert Graves, Commissioner: Has the unused lot been checked for Brownfield requirements as well? Response: Yes, the entire lot was tested and no contaminants were found in that parcel.

Pete Morris, Attendee and town resident: The Jackson's are concerned about the entry/exit points due to traffic jams, has this been considered? Response: DelDOT determined and is requiring the entry/exit points as they are laid out in their plot plan.

John Filicchia, Attendee and town resident: What trees are being placed on the property? Response: Red Maple (not Silver), Japanese Cedar, Arborvitae and male Ginkos are included in the vegetation plans.

Suzanne motioned, Ray 2nd, to accept the updated plot plan as present by Becker Morgan Group in association with PennTex Ventures. 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			

k. 2023 Holiday Event

Megan reported that a rough draft of plans is in place and she will work into more specific plans once the September event is finalized. Mark suggests we post on Facebook for volunteers for an Event Committee.

I. ARPA Reporting Updates

Suzanne reported that all filing has been completed and all funds have been spent.

m. Scott Property Updates

Megan reported that a message was left for the representative of the property owner to discuss the property plan. A certified letter will be released as well.

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

None to discuss

VI. New Business

a. Main Street Speed Sign

Megan reported that the sign has not been active for a few weeks and we need to review. Ray will make contact with DelDot to work on getting the sign moved and back online; may have to be moved to the other side of the street.

b. Commissioner Shirts

Mark suggested that we order shirts for the commissioners to be identifiable at events. Rob suggests a blended fabric or dry-fit collared polo would be best.

Suzanne motioned, Megan 2nd, to purchase shirts with a budget no higher than \$50 per shirt for the commissioner. 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 research shirt options and costs as well as obtain sizes from all commissioners once ready to move forward.

c. Officer SOPs

Mark asked for an update on the SOPs being completed for the pending officer. He advised we can outsource this if there is not time enough for the commissioners to get this done. Suzanne and Megan will review the SOPs to have an update for the next meeting.

d. Sidewalk Blockages

Rob reported that there are several instances that have occurred that include sidewalk blockages and lack of maintenance that could be affecting the sidewalks and roadways. He suggests a post on

Facebook, posting in the Post Office and a blanket letter to be sent to residents as a friendly reminder. Rob will make contact with the residents that are repeat offenders due to the ordinance listing “no sidewalk obstructions” due to the ADA contract signed with DeIDOT when the sidewalk project began. Suzanne and Megan will work on a newsletter to include in the tax letters being released in August.

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

None

VII. Public Comment / Council Member Comment

Resident, John Filicicchia, asked about clarification on trash. He also noted that the eastbound stop sign on Main Street is blocked by the “Stop Ahead” sign and wonders if there is a way to resolve it. Mark advised he will contact DeIDOT to see if there is any remedy they can provide. He also provided that the vacant lot at 246 Main St had been sold and in conversation with the new owner, he advised her intentions were to build on the land. He advised it is not a buildable lot and will keep the commissioners posted if he sees or hears of any updates.

Resident, Pete Morris, asked about something being out on the back of the stop sign.

VIII. Adjournment

Ray motioned, Rob 2nd to adjourn at 7:50 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			