

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

MEETING MINUTES
Thursday, February 8, 2024

I. Call to Order and Roll Call

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

Council Present:

Mark Maguire	Megan Raughley
Raymond Morris	Robert Graves

Guests Present:

John Filicicchia	Mike Holmes
Malon Holmes	Terry Collins
Jamie Holmes	Gabrielle Holmes

Please forgive any misspellings for signed or illegible names

II. Invocation & Pledge of Allegiance

Pastor Mike Holmes provided Invocation and Mark 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, Rob 2nd to approve December 2023 Meeting Minutes and February 2024 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

Suzanne not present; no report provided

ii. Restitution from Richie Casson

Suzanne not present; no report provided

iii. Delaware State Police Accounting Record

Suzanne not present; no report provided

iv. Property Tax and Street Light Tax

Suzanne not present no report provided

b. Building Permits

Rob advised there is one new construction permit that has been issued for the property next to the Verizon building in town.

c. Correspondence

Megan advised the US Census Bureau mailing has been received and needs to be completed.

V. Unfinished Business

a. Town Police, Vehicle Outfitting and SOPs Update

Mark reported SOPs have been updated and he has reached out to Pratt a few times to discuss. We are pending the insurance company to quote the policy for us to move forward. We have received an additional interest in the email and have responded to give them updates.

b. 2020 Comprehensive Plan Committee Update

Suzanne not present; no update provided

c. Land and Zoning Use Plan Update

Rob reported no updates

d. Microsoft 365 Business Update

Megan reported a family plan at \$99/year; up to 6 people including a secure email with 6 TB of storage. Pending Suzanne's information on individual plans and delaware.gov email options.

e. Vacant Building/Defaulted/Abandoned Properties Update

Megan reported that there is no active business license showing that was able to be found. A letter needs to be sent for the Hardware store to provide the necessary information to prove that it is a building that is actively in use.

f. Becker Morgan Group/PennTex Ventures Update

Mark reported he has not received any update; he will reach out via email to follow up for updates.

g. Property Updates from Solicitor

Suzanne not present; no update to provide.

h. Speed Signs Update

Resident, John Filiccichia, has stepped up to handle this project. Main street sign is now working again; he reset a few settings and did some maintenance cleaning. The sign by the school is still not responding. He will reach out to the company to see if they are able to assist.

i. Commissioner Shirts Update

Megan reported shirts will be in this week and embroidery will be completed upon receipt by Magic Stitches.

j. Town Sign Replacement

Mark reported that JD Signs funding was approved, tech came out for measurements; we are awaiting it to be put in place.

k. Property Sale/Acquisition/Lease Updates

Suzanne not present; no update provided.

l. Street Sweeping Updates

Rob reported that the vendor was contacted and street sweeping was completed this morning. Resident, John Filiccichia, noticed a huge difference. He did advise that drains are 99% clear but there is a spot with some stuck on elements; triangle not done. Mark and Rob will get together to review the drains to ensure they are cleaned out.

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

None to discuss

VI. New Business

a. Sidewalk Project Next Phase

Megan was mistaken by email; lining and paving being completed by DelDOT and they needed Town approval.

b. Pastor Charles Michael Holmes Variance Request

Mark prefaced presentation with the current Land and Zoning Use information that advises a religious structure requires 1 acre lot; this structure is on a .5 acre lot.

Pastor Holmes, from Understanding the Bible AMbassadors' Assembly (UTBAA), and family were present for the meeting to advise they are interested in purchasing the current Well Drilling building that is in Town limits. They are seeking variance approval at 293 Main Street to be used for a church to house their assembly. The ministry was launched in August 2020 and they are currently residing in the First State Military Academy with 15-25 members for 10a-1130a service on Sundays. They do

not have current plans to extend services or incorporate evening services throughout the week. They offer an open, non-denominational service to all residents and would like to assist in volunteer efforts within the Town to include the HVFC, Community events, Family Dollar purchases for residents in need and MAP days.

Discussion and questions:

Raymond confirmed that their service has been approximately 15-25 people; the Pastor affirmed.

Mark questions:

Do you have growth plans for your meeting frequency, include more people in the congregation, etc?

Pastor Homes advised that he has no current plans to seek additional membership however they hope to continue to reach additional members within their Facebook and YouTube live services. After speaking with the Fire Marshall, they understand the rough capacity would be 50-100 people max.

Do you plan to incorporate more activities; studies, week night events, etc?

Pastor advised he does not yet have the plans to implement additional activities at this time. He may reevaluate this as time passes.

Do you have any vision/goals to do any construction for additions, etc?

Pastor advised they will be striping the parking lot; they plan to enclose the canopied area in the back of the building which will actually be used as their front foyer. They plan to have parking on both sides and in the front/back of the building.

Megan's questions were for the commissioners; given the intentions, will the building house the expectations of the Pastor and their planned needs? Ray and Mark advised on the property lines.

Terry Collins advised that the parking should be sufficient with their plans given that the attendees are traveling in together as a family.

Mark advised parking on Main Street parking is first come, first served and can also be made use of so long as driveways are not blocked.

Resident, John Filiccichia, advised to ensure they understand that the railroad tracks are owned by the State of Maryland. The rails travel Clayton to Easton, MD and may be the location of Rails to Trails in the future. John also advised the current owner has had a few troubles with the State of Maryland due to parking in conjunction with the tracks and that they do not handle the grass maintenance either.

Mark elaborated on the trail plans for the Pastor and John advised that the plan has been pushed for over 5 years but has not yet been passed.

Terry Collins was thankful for the information provided for them to review.

All the commissioners were introduced with their positions for familiarity.

Rob advised his only concern is the size of the lot and building; his preference would be that the building footprint not be expanded given the size of the property. The foundation has already been laid in the canopied area so that being enclosed is no issue and is included in the current footprint.

Mark reminded the current rule is that 1 acre is required for a religious structure and the lot that they are looking to use is only .5 acre.

Ray motioned to allow the variance request for 293 Main Street to be used as a religious structure, with the current .5 acre lot, as requested for UTBAA, with the understanding that the structure footprint does not increase. Rob 2nd the motion.

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			

Pastor Holmes asked about signage and requirements. Mark advised there is verbiage to review and that he will need to pull a permit. Mark advised that Hartly permits must be pulled before Kent County permits are pulled but the first step is to contact the Fire Marshall with plans for approval.

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

None

VII. Public Comment / Council Member Comment

Resident, John Filicicchia, advised he did a trash walk 2 weeks ago. He picked up 10 gallons of debris while walking to check drains; he will also let the council know if there are any major blockages to be cleared. Main Street sidewalks are looking great but there is flaking on the sidewalks between the Family Dollar and the school. Mark advised he and/or Rob will contact DeIDOT to discuss.

Megan complimented John on his sidewalk cleanup.

Mark thanked the Holmes family and Terry Collins again for attending and we look forward to working more with them in the future.

VIII. Adjournment

Megan motioned and Robert 2nd to adjourn at 7:40 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			