

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

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**MEETING MINUTES**  
Thursday, April 11, 2024

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**I. Call to Order and Roll Call**

Meeting was called to order by Mark Maguire at 7:09 PM.

Council Present:

Mark Maguire	Megan Raughley
Suzanne Morris	Robert Graves

Guests Present:

John Filicicchia	
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*Please forgive any misspellings for signed or illegible names*

**II. Invocation & Pledge of Allegiance**

Suzanne provided Invocation and Mark led in the Pledge of Allegiance.

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

Rob motioned to approve previous minutes and tonight's agenda be accepted, Suzanne 2<sup>nd</sup> to approve February 20234 Meeting Minutes and April 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 reported to date there is \$9,742.47 in the checking account; expenses include Delmarva Power, postage, maintenance (street sweeping) and sign replacement. The savings account balance as of March 31, 2024 is \$78,021.10.

**ii. Restitution from Richie Casson**

Suzanne reported all first quarter of 2024 payments have been received; the outstanding balance due is \$82,376.50.

**iii. Delaware State Police Accounting Record**

Suzanne advised she is not keeping a spreadsheet due to infrequent receipts. Remove from agenda.

**iv. Property Tax and Street Light Tax**

Suzanne reported 2024 taxes will be mailed in August. Current 2024 total due will be \$11,748.00; past due taxes and penalties total \$13,118.76. Expected street light tax to be collected is \$4,060.00.

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 advised no new permits; tried to get the closing date on the old bank, hoping for the end of the month. Interior permits will be pulled when they are ready. Suzanne will look into requirements for rezoning.

**c. Correspondence**

Megan advised Hartly Elementary sent the request for Leadership Day; Mark will notify principal who, if anyone, will be able to attend.

**V. Unfinished Business**

**a. Town Police, Vehicle Outfitting and SOPs Update**

Mark reported SOPs have been updated but until we can procure insurance information, we are unable to move forward. He will reach out to the owner of Pratt for assistance.

**b. 2020 Comprehensive Plan Committee Update**

Suzanne reported she has drafted questionnaires to be released via mail. Looking for guidance within the next week for any changes we'd like to have included.

**c. Land and Zoning Use Plan Update**

Suzanne sent an email to the lawyer to review; pending response.

#### **d. Microsoft 365 Business Update**

Suzanne reported we have an approval for the .gov domain; she has a trial link and we are pending pricing but can not be received until after trial ends. Discussion was had and it was decided the planned format is (position)@hartlyde.gov

#### **e. Vacant Building/Defaulted/Abandoned Properties Update**

Suzanne reported the Davis property has until the end of May for payment.

#### **f. Becker Morgan Group/PennTex Ventures Update**

Mark reported he met with them to discuss plans. When Zimmerman purchased it was consolidated to one lot per Kent County tax code. Per the Recorder of Deeds, the property is 4 lots. Mark had to sign paperwork for it to be accepted that the property be considered one lot as it is noted for the purchase process to continue. They will request annexation once the purchase is finalized. Building has been delayed but is still moving forward.

Suzanne reported the property has been sold and we received the transfer tax check.

#### **g. Property Updates from Solicitor**

Suzanne reported we are awaiting response from the solicitor.

#### **h. Speed Signs Update**

Resident, John Filiccichia, reported the component was ordered for the school sign, it has been received and is working again; all signs are now working. The Filiccichia family is donating the component to the Town. Suzanne will check into the program to see if the signs are reporting properly.

#### **i. Commissioner Shirts Update**

Megan reported shirts are in and they were distributed at the meeting.

#### **j. Town Sign Replacement**

Mark reported that JD Signs has the replacement sign up; the material is a little different and flexes in the wind.

#### **k. Property Sale/Acquisition/Lease Updates**

Suzanne reported we are awaiting response from the solicitor. A letter will be drafted to request the goals for the hardware store to clean up the exterior due to concerns from residents; meeting dates will be included in the draft to Mark for review.

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

Suzanne asked about the December Minutes item for surveillance camera updates. Mark advised we are pending an update from IT on the surveillance camera update

**VI. New Business**

**a. Delmarva Power Representative**

Mark reported there is a new point of contact representative that was coming but had a family emergency. Mark had been contacted about the crews working in town creating concerns for cleanliness; he sent a message out and has seen improvement already. Mark will let us know when he is ready to reschedule.

**b. Grass Maintenance**

Rob reported the company handling grass maintenance will continue this season; first cut was Saturday before Easter; no price change and knows we will need Scott done upon request with separate and immediate billing. We will need to do a bid process next year.

**c. Solicitor Agreement**

Suzanne reported the last agreement was signed in 2016 so she requested he create a new retainer agreement for future use.

**d. County Tax Assessments**

Suzanne reported the changes taking place are valued accurately given that the last tax review was in the 70's. Before adjustments, in town assessment in town limits was \$1,566,400.00; updated property assessments show property values \$11,585,200.00. The town will use the county's evaluation with the usual tax percentage; we will check with the solicitor to discuss what reduced rates will be. Property Value Assessments.

**e. Cell Tower Agreement**

Suzanne advised the 2024 letter needs to be sent to the Hartly Volunteer Fire Company.

**f. Curb Painting**

Mark reported that he would like to have the painting completed as soon as possible.

**g. Town Elections**

Suzanne reported there were no candidates received; that has been updated to the county and we will need to vote on positions.

Rob motioned, Suzanne 2nd, to keep the same positions held as they are exiting. 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	

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

None

**VII. Public Comment / Council Member Comment**

Resident, John Filicicchia, advised he informed the constable at the elementary school of the sign being fixed; he was very happy and appreciative. Heather Laskey, the Kent County supervisor, was in town marking for the sign movement. He notices the biggest issue in town is the westbound parking beyond the no parking sign zone keeping tractor trailers from making the corner. Mark advised he'd like to move forward with curb painting to try to alleviate some of the issues.

Mark advised he met with Heather Laskey who was very supportive of the requests for the movements. They discussed moving the speed limit signs that would provide a few hurdles but it is not unrealistic. He thanked Senator Lawson and Representative Speigelman for their assistance and requested continued support with adjustments. Mark asked John to look into speed sign costs for us to review for additions by the school. Suzanne asked if there are mobile options; John will look into options

A fire call came in and Mark was dismissed; Megan took responsibility for the meeting to finish new business additions.

**VIII. Adjournment**

Suzanne motioned and Robert 2nd to adjourn at 8:00 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	