

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

MEETING MINUTES
Thursday, February 13, 2025

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
Suzanne Morris	Robert Graves
Raymond Morris	

Guests Present:

John Filicicchia	Cat Maguire
Bruce Krywinski	Joseph Maguire

Please forgive any misspellings for signed or illegible names

II. Invocation & Pledge of Allegiance

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

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

The December 2024 meeting was cancelled. Due to that, Suzanne gave revisions and updates to correct the October 2024 meeting minutes and provided updates to tonight's agenda.

Suzanne motioned to approve previous minutes with adjustments and tonight's agenda with additions be accepted, Raymond 2nd to approve October 2024 Meeting Minutes and revised February 2025 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 year end 2024 totals for revenue were budgeted as \$32,309.00; actual \$50,941.75. Expenses were budgeted as \$32,309.00; actual \$33,968.01. As of 1/31/2025, the checking account balance was \$11,066.73 and the savings account balance as of 12/31/2024 was \$106,027.66.

ii. Restitution from Richie Casson

Suzanne reported all 2024 payments have been received and he is up to date.

iii. Property Tax and Street Light Tax

Suzanne reported 2025 property taxes estimate will be a base of \$13,656.50. Past due \$11,024.05. Projected revenue or street \$4,060.00. Ennis property was sold at monition sale; Scott and Turner properties will never return any funds; Ferretti Trust she needs a PO box to re-send the notice, the post office returned it.

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 no new payments have been issued.

c. Correspondence

Suzanne reported there is nothing requiring action.

V. Unfinished Business

a. Final Reading of 2025 Budget & Approval

Suzanne completed the final reading of the budgeted and balanced 2025 Budget at \$44,470.00.

Suzanne motioned, Megan 2nd, to accept the 2025 Budget. 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. Town Police, Vehicle Outfitting and SOPs Update

Mark reported the computer and printer have been installed and radar is acquired. The car will also need shocks and steering components. Mark advised he has spoken with a few interested applicants and we will need funding to update the cruiser needs, badging, etc. Ray has a local business, Nimitz, that may be able to assist with badging. MOUs will be drafted with Smyrna (primary) and Camden (backup) for use of their facilities.

c. Surveillance Camera Updates

Mark reported a quote has been received from Data Storage Solutions with recommendations; they are advising latest and greatest technology and to have a camera secured as a closer location to the intersection due to the distance and previous issues with capturing details in the event of an incident. 2 cameras + installation would run approximately \$5,000.00. Mark suggests tabling this purchase until an officer is in place to see if Homeland Security or Public Safety funds can be acquired; he would like the officer to be involved in the decision and purchase.

Suzanne motioned, Rob 2nd, to accept the suggestion of tabling the security camera purchase.

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			

d. Land and Zoning Use Plan Update

Rob reported no updates.

e. Becker Morgan Group/PennTex Ventures Update

Rob reported their Kent COunty permit has been acquired; behind schedule but pushing for the end of March. Mark reported no new updates other than what's visible. Grading is well under way; contrary to rumor, there are no gas pumps intended for the project.

f. Speed Signs Update

Mark reported that he spoke with Senator Lawson and Representative Spiegelman for assistance with funding; they confirmed that CTF funding for the 3 replacements sign and 1 new addition (DeIDOT placement near the empty lot on Arthursville Road headed out of town) has been submitted and they see no concern for objection. The signs will likely be similar to the new signs in place in areas heading from Hartly to Dover. Resident, John Filicichia, noted the Main Street sign is hit or miss and he is keeping an eye on them when reporting is an issue. After speaking with the reps from CoreLogix they determined the existing signs are at their life end. Suzanne cautions to confirm that the existing cloud storage compatibility needs to be confirmed.

g. Curb Painting Updates

Mark reported this is on hold until the weather breaks.

h. Capital Improvement Budget Request

Mark reported he and Ray are working through the required paperwork packet, due May 1, and it will be up to legislation to review and approval our request.

i. Summer 2025 Event

Mark would like to see the Town be represented at other organization events: Trunk or Treats, elementary school, Ruritan, etc to increase knowledge of the Commission. The suggestion for the upcoming event would be bounce houses, vendors with items for purchase, possibly a local band. Megan will begin compiling ideas and options and get tentative dates for the Fire House. Mark would like marketing funds to be used to purchase a table cloth for the Town.

Mark added that the combined 2024 Holiday event with Christmas on Main was a much better success then the previous years where the events were “competing” and creating confusion for attendees.

j. Comprehensive Plan Committee Updates

Suzanne reported she will get in contact with the resident assisting to work on updates.

k. Ennis Property Sale

Suzanne reported the property sold at monition sale for \$3,000.00 The property remains with Kent COunty until 4/2/2025. Once that time lapses, the new owner can take possession. Based on the sale price, the county and town will not both be paid in full but what is received is to be considered “paid in full” for the parcel. The town should have updates by May.

l. Property Annexations Update

Suzanne reported the 4 properties that were read for approval in October 2024 have been completed. Kent County has all 4 requests finalized. Mark to find contact for DG Market to get the copy to the necessary parties; Suzanne will distribute the other 3 property copies. Suzanne will also push the necessary information to the Office of State Planning Commission for updates.

m. Property Value assessment Updates

Suzanne reported the misidentification of the Kohout property has been corrected with the Kent County Assessment Division and it is now updated to Retail-Vacant from the previous Residential designation. The commercial structure permit also shows for the property as well; it may take some time to update to the county site.

Mark advised all additions to the agenda approved at the beginning of the meeting are complete.

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

None

VI. New Business

a. Solicitation for 3 Open Council Positions

Suzanne advised she signed the election planner forms and returned them to the Department of Elections; an Elections Board will need to be created, Mark to appoint members. Deadlines for applicants to file solicitation is March 28th, Public Notice needs to be posted by April 4 and Election would take place on April 26th.

Mark will request the Fire House add the re-election notice to the sign; Suzanne confirmed it is posted in the post office and on the website.

b. 1st Reading of Ordinance 13-02-2025-001

Suzanne read an Ordinance banning Marijuana Establishments in Town limits. The 2nd and final reading will take place at the April meeting.

c. 1st Reading of Revised Property Tax Ordinance

Suzanne read an Ordinance listing the updated Property Tax brackets based on the updated assessments completed in 2023 by Kent County.

Non-Residential/Commercial Properties will be at \$0.15/\$100.00 of assessed property value.

Residential Properties will be at \$0.10/\$100.00 of assessed property value.

Exempt Properties will be at \$0.00 and include religious establishments, schools and non-profit organizations.

VII. Public Comment / Council Member Comment

Resident, John Filicicchia, asked for clarification on the election requirements. He suggests mailing a notice to residents and posting on several local social media sites that are heavily reviewed in addition to the Town website and Post Office.

Rob followed up this idea with a request for a flyer to be created to be mailed/distributed to residents in town.

Resident, John Filicicchia, asked for clarification on the Banning Ordinance and how it falls in the County jurisdiction; Suzanne provided the bits of information she has but he was referred to the county for confirmations. He also asked about the tax ordinance and if there were any exempt properties in the Town; Suzanne and Mark confirmed the fire house, churches and school are exempt. John will also re forward an email that includes photos of sharps that he found in town while collecting trash that are a cause for concern.

Resident, Cat Maguire, offered assistance and gave suggestions for the 2025 Summer Event and provided insight on the successful parts of previous events; she suggests contacting and coordinating more retail vendors to be present.

Commissioner, Suzanne Morris, asked about the possibility of a town wide Yard Sale. Mark advised he believes this is an event the Ruritan holds and that we should reach out to discuss working with them.

Commissioner, Mark Maguire, expressed his thanks to the attendees for joining the meeting and hopes they continue to attend. He expressed great appreciation for John for all of his continued assistance.

VIII. Adjournment

Megan motioned and Suzanne 2nd to adjourn at 8:05 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			