

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

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**MEETING MINUTES**  
Thursday, June 12, 2025

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

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

Council Present:

|                            |                |
|----------------------------|----------------|
| Mark Maguire               | Megan Roughley |
| Suzanne Morris             | Robert Graves  |
| Raymond Morris (Phoned In) |                |

Guests Present:

|                  |                 |
|------------------|-----------------|
| John Filicicchia | Bruce Krywinski |
| Cat Maguire      | Deanna Jackson  |
| Gordon Jackson   |                 |

*Please forgive any misspellings for signed or illegible names*

**II. Invocation & Pledge of Allegiance**

Suzanne provided Invocation and led in the Pledge of Allegiance.

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

The April 2025 meeting minutes and tonight's agenda approval.

Rob motioned to approve the previous minutes and tonight's agenda, Suzanne 2<sup>nd</sup> to approve April 2025 Meeting Minutes and revised June 2025 agenda.

Motion carried:

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

**IV. Reports**

**a. Treasury**

**i. Citizens Bank Account**

Suzanne reported as of March 31, 2025, balances are: \$5,375.26 in the Citizens Checking account and \$108,030.32 in the savings. She reported revenue of \$ 630.00 and expenses of \$4,057.56.

## **ii. Restitution from Richie Casson**

Suzanne reported check receipts are coming monthly and payments are up to date.

## **iii. Property Tax and Street Light Tax**

Suzanne reported that 2025 property taxes have not yet been sent; she will begin working on invoices. The 2025 invoices will be based on Kent County's Assessed Values and the new Town property rates as identified in the Ordinance #01-01-2025-0001.

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 no new payments have been issued; Kohout has been approved and they hope to break ground within the next 30 days.

Resident, John Filicichia, asked about demo work being done on the interior of a property in town and the requirements for a permit to be pulled; Rob provided a response.

## **c. Correspondence**

Megan reported there is nothing requiring action.

## **V. Unfinished Business**

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

Mark reported the Town has completed interviews; Torrie James has been sent an offer letter; we are awaiting the commission approval which includes all the necessary information being received by the State. Mark provided updates on the vehicle; the lettering is complete, the radar has been installed, the MOU with Camden Police Department and the Hartly Volunteer Fire Company have been signed. Camden will allow use of their facilities to accept detainees if arrests occur. The HVFC is loaning a portable radio until we are able to obtain one. The current SOPs will be changing once the Chief is on staff. We do not have an ETA for the start date due to the paperwork processing time.

### **b. Comprehensive Plan Committee and Updates**

Suzanne reported she reached out to University of Delaware for assistance on the maps and is awaiting response.

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

Rob reported no updates at this time.

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

Rob reported that construction is moving forward at a good pace to stay on track but unsure of an ETA for opening.

Mark was contacted by a resident, Deanna Jackson, regarding site plan concerns of a sidewalk that was not in the original building plans. Mark reached out regarding this and a fence concern at the property lines in place of the natural growth buffer that was requested; he has asked for those changes to be implemented with the reps and are awaiting response. The dumpster location also provided concern.

Resident, Deanna Jackson, advised she spoke with the construction manager onsite; they are concerned about food waste and odors in addition to the previous concerns. She offered a suggestion of providing any of the produce waste to the local farms and he advised they would have to speak with the manager once they are onsite. She discussed the moving of the natural growth buffer behind the fence on the DG Market side to avoid the concern for a lack of manicuring by DG Market. Mrs. Jackson advised that she has had cordial communication with the onsite representative and they will see what can be accomplished on the sidewalk as well.

### **e. Speed Signs Update**

Mark apologized to resident, John Filicicchia, for not getting back to him about sign updates; they will work together on the updates to the signs. Mark advised that once the Police Chief is assigned, he will take over responsibility of monitoring and reviewing the speed sign data.

### **f. Curb Painting Updates**

Mark reported he and Rob will get this accomplished as soon as weather and time allow. The plan is for a no parking area from the new church to the post office.

### **g. Capital Improvement Budget Request**

Mark reported all paperwork was completed and we are awaiting a response for the new generator for the HFVC; hoping to have a response within 30 days.

### **h. Summer 2025 Event**

Megan gave potential dates of 9/13 and 9/20 for Mark to discuss with the HFVC. Live music/band, food trucks, etc. Mrs. Jackson recommended talking to Mr. Adams who lives next door to her as he plays guitar and also the new business in town on Arthursville to see if they'd be interested in being involved. Additional vendors discussed were Isayas Ice Cream Delights, the state line taco truck and Robert's Italian Ice for food truck options; contact information requested and the different suggestors will get any info they can.

### **i. Town and HVFC Lease Agreement Updates**

Mark reported he spoke briefly to the President of HVFC, Kevin Hovis, to advise next year our long term lease will end;. He is hopeful and confident we will be able to enter into a new long term lease; they will work together to compile ideas.

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

None

### **VI. New Business**

None to discuss

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

Resident, Deanna Jackson, noticed a lot of State Police officers in the area and asked if it has anything to do with the implementation of the Police Department; Mark advised there have been incidents outside of town limits that are the cause of their presence. There is no danger to the public at this time that he is aware of.

Resident, John Filicicchia, advised he saw a trailer has been moved from out of town limits into the property in discussion. Mark provided Kent County contacts for residents to reach out to with their concerns. John also asked about the Kohout property and the plans; Rob and Mark provided updates. He also asked if the Post Office was moving; Mark advised he had not heard of any updates to that end but he has heard the Post Office is looking for a larger space. John also asked if there were updates on the new church; Mark advised they were working on the property but he does not have an ETA for completion.

Resident, Deanna Jackson, asked if there was going to be a fence between the church parking lot and the Kohout property; Mark advised there is a lot in between the property lines.

Commissioner, Megan Raughley, expressed his thanks to the attendees for joining the meeting and hopes they continue to attend.

### **VIII. Adjournment**

Suzanne motioned and Rob 2nd to adjourn at 7:33 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           |               |        |               |

