

The Town of Laurel
Mayor and Council Meeting
July 16, 2018

A Mayor and Council Meeting was held in the Mayor and Council Chambers of the Laurel Town Hall Monday, July 16, 2018 beginning at 7:00 p.m. The following persons were in attendance: Mayor John Shwed, President of the Council Chris Calio, Council Members Randy Lee, Cheryl Martin, Robin Fisher-Cornish, Jeff Hill, and Jonathan Kellam. Also, in attendance were Director of Code Enforcement Ken West, Public Works Director James Foskey, Sergeant Hitchens, Alderman Kelly Pettyjohn, Finance Manager Mary Introcaso, and Town Manager Jamie Smith. It was noted that Chief Dan Wright was absent.

The Mayor and Council Regular and Closed Session minutes of July 16, 2018 were presented for review and adoption. Councilman Hill made a motion to accept the meeting minutes and closed session minutes for July 16, 2018. Councilwoman Martin seconded the motion. Vote was 5-0, with Councilman Kellam absent and Councilwoman Fisher-Cornish abstaining.

It was noted Councilman Kellam arrived at this time, 7:05 p.m.

Town Manager Smith presented the appointments of the Board of Adjustments. Town Manager Smith recommended to appoint Jim Larue and Kathy Larue who are residents of Laurel and have properties within Laurel. Town Manager Smith explained both Mr. Larue and Mrs. Larue have a background in construction, which is a qualification needed to be appointed to the Board of Adjustments. Councilwoman Martin made a motion to accept the appointments of the Board of Adjustments. President of Council Calio seconded the motion. Vote was 6-0, with Councilman Kellam abstaining.

The Department Head Reports for the months of May and June were presented for review and adoption. Director of Code Enforcement West stated he had nothing to add to his report. Public Works Director Foskey stated he had nothing to add to his report. Sergeant Hitchens advised he had two letters to read. The first letter read thanked Director of Code Enforcement West and Public Works Director Foskey and staff with the removing of the fence and metal swing sets from Dunbar. The second letter read stated, Chief Wright apologized for not being in attendance and congratulated Town Manager Smith, Operations Manager Oliphant, Public Works Director Foskey and staff for an outstanding job on 4th of July. Sergeant Hitchens stated he had nothing to add to the reports. Town Manager Smith advised the fence around the playground in Dunbar has been removed and a new fence will be placed along the basketball courts and 7th Street. The playground equipment that was removed was no longer suitable anymore. Town Manager Smith advised the playground will be age appropriate and will have a fence around the area. Alderman Pettyjohn advised she had no changes to her report. Finance Manager Introcaso advised she had nothing to add to her report and explained June's report is preliminary and you will have a more final report next month. Town Manager Smith stated she was pleased with the 4th of July event and the crowd was spectacular. Town Manager Smith advised the town is short \$3,000 for the fireworks. Town Manager Smith explained the town has renewed their Republic Services Contract and residents will be given 90-gallon trash canisters. Town Manager Smith advised the company would like to amend the recycle pick-up day to be every week on Wednesday and yard

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waste will stay the new path as recycle, however one week will be at the east side of town and next week will be the waste. Councilman Lee made a motion to accept the Department Head Reports for the months of May and June. Councilman Kellam seconded the motion. Vote was 7-0.

Town Manager Smith presented for adoption of the Sussex County Assessment list. Town Manager Smith advised the Mayor and Council needs to adopt the list, so the town can move forward with assessment of properties for the annual tax billing and hold a Court of Appeals in August. Town Manager Smith explained the town utilizes the Sussex County 1974 Assessment list. Councilwoman Martin made a motion to accept the Sussex County Assessment. Councilwoman Fisher-Cornish seconded the motion. Vote was 7-0.

Town Manager Smith presented the appointment of Parks and Recreation Committee. Town Manager Smith advised she wants the committee to get established and moving. Town Manager Smith recommended to appoint Eric Bernal a local resident and a graduate of Laurel. Councilwoman Martin made a motion to accept the appointment of Parks and Recreation Committee. Councilman Lee seconded the motion. Vote was 7-0.

Mayor Shwed presented Guiding Principles for the Paul Laurence Dunbar building. The guiding principles are the following: Laurel Police Department has priority, the town must strive for a profit basis, Town Manager Smith and Chief Wright are responsible for giving recommendations to Mayor and Council, no direct competitor to the Laurel School District, and citizens may make suggestions to elected officials. Councilwoman Fisher-Cornish recommended if the community has a request it should be in writing and submitted to Mayor and Council.

Mayor Shwed complimented the 4th of July and advised scheduling the events later in the day is best. Mayor Shwed advised Officer John Ryall received the Outstanding Citizen Award from Mountaire on July 16, 2018. Mayor Shwed stated a ground breaking occurred for Tidewater Park on July 12, 2018. Town Manager Smith explained the project started on Monday and the project consists of installing a bio swale and constructed wetlands. The town was a recipient of a \$200,000 grant from DNREC for this project. Town Manager Smith advised a match was needed and State Representative Dukes and Senator Richardson matched the grant. The 1st Phase of the project should be completed in 2 to 3 weeks weather permitted. Mayor Shwed advised the community painted two watermelon buses at Roger C. Fisher Park on July 14, 2018.

Councilman Lee complimented the town and all departments for a successful 4th of July.

Councilwoman Fisher-Cornish congratulated the town staff for a successful 4th of July and advised the community is enjoying the farmer's market.

President of Council Calio stated the 4th of July ran very well.

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Councilman Kellam stated the Prayers Breakfast was nice and the speaker was excellent.

Councilman Hill advised he heard great comments about the 4th of July.

Mrs. Stancel inquired if the town was still going to keep Dunbar for the name of the building. Town Manager Smith advised yes. Town Manager Smith stated the building is going to be used to help serve the community. Town Manager Smith explained we are interested in organizations that are here for the community. Mrs. Stancel questioned why Telamon was listed in the Sussex Guide for a fence installation around Dunbar. Town Manager Smith advised we have been talking to Telamon in regards to utilizing Dunbar, however nothing has been finalized.

Mrs. Davis, resident of Pine Street, inquired what was being installed at Tidewater Park. Town Manager Smith stated it is a bio swale, which will be closer to the Insurance Market and constructed wetlands.

President of Council made a motion to hold a closed session to discuss contractual matters. Councilman Lee seconded the motion. Vote was 7-0.

Regular Session Recessed at 7:56 p.m.

Regular Session Reconvened at 8:26 p.m.

With there being no further business to discuss, Councilwoman Martin made a motion to adjourn the meeting. Councilwoman Lee seconded the motion. Vote was 7-0.

Meeting adjourned at 8:27 p.m.

Mayor

President of Council

Town Manager

Recording Secretary