

The Town of Laurel
Mayor & Council Meeting
April 19, 2021

A Mayor & Council Meeting was held in the Mayor & Council Chambers at the Laurel Town Hall, on April 19, 2021 beginning at 7:00 p.m. The following persons were in attendance Mayor John Shwed, President of Council Chris Calio, Council Members Randy Lee, Cheryl Martin, Donald Holden, Jonathan Kellam via Teleconference, and Robin Fisher-Cornish via Teleconference. Also, in attendance were Director of Code Enforcement Ken West, Public Works Director James Foskey via Teleconference, Chief Dan Wright, Alderman Kelly Pettyjohn, Finance Manager Mary Introcaso, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith.

The Mayor & Council Regular Session Minutes of April 5, 2021 were presented for review and adoption. President of Council Calio made a motion to accept the regular session minutes of April 5, 2021. Councilwoman Martin seconded the motion. Vote was 7-0.

Mayor Shwed presented former Councilman Jeff Hill with a tribute and a crystalized plaque for his years of service. Mayor Shwed presented former Councilman Hill with two more tributes by State Representative Dukes and Senator Bryant Richardson. Former Councilman Hill stated it has been a pleasure to serve and the town is a great place to live.

Mayor Shwed presented Miss Layla Gainer the Mayor Commissioner Award for Public Service 2021 and a tribute. Mayor Shwed stated Miss Gainer is being honored tonight for what she has accomplished at such a young age. Mayor Shwed encouraged Miss Gainer to continue to be an inspiration. Miss Gainer stated her community out-reach for youth is called Sparkle-On, which is an outreach to help spread kindness.

The March 2021 Department Head Reports were presented for review.

- Director of Code Enforcement West advised he had no additions to his report.
- Public Works Director Foskey advised he had no additions to his report.
- Chief Wright advised he had no additions to his report.
- Alderman Pettyjohn advised she had no additions to her report.
- Finance Manager Introcaso advised she had no additions to her report.
- Town Manager Smith stated Delaware Avenue Bridge closed Monday, April 19, 2021 and the bridge is expected to re-open by mid-September.

President of Council Calio made a motion to accept the March 2021 Department Head Reports. Councilman Lee seconded the motion. Vote was 7-0.

Mayor Shwed recognized three police reports that were submitted in Chief Wright's monthly report.

Chief Wright presented the following promotions to the following officers: Sergeant Tyler Bryant, Patrolman First Class Shane Karlik, Patrolman First Class Kevin Lieber, Patrolman First Class Riley Parker.

Chief Wright gave a brief PowerPoint Presentation regarding the 2018 to 2020 Yearly Statistics to Mayor & Council. *PowerPoint Presentation attached to minutes.* Mayor & Council thanked Chief Wright for a great job on the presentation.

Captain Kracyala stated the police department will be holding a Youth Academy Class and a Citizen Academy. He advised the Youth Academy Class will be attracting 15 middle school age attendees. The Youth Academy Class will consist of attendees receiving their CPR Certification, a K-9 presentation, and various classes. The Youth Academy will be run by a military format with a positive experience.

Councilwoman Martin made a motion to accept the 2018 to 2020 Yearly Statistics PowerPoint Presentation. Councilman Lee seconded the motion. Vote was 7-0.

Mayor Shwed presented the Cooper Street Speed Limit Reduction. Town Manager Smith advised Mayor & Council passed an ordinance allowing the Mayor & Council to reduce the speed limit to 15 mph if deemed a safety issue. She advised Mayor & Council elected at February's Mayor & Council Meeting to reduce the speed limit to 15 mph on Cooper Street from Front Street to Fourth Street. Town Manager Smith stated the Mayor & Council must move forward with the ordinance of ordering speed limit signs. Councilwoman Martin made a motion to move forward with the ordinance of ordering speed limit signs. Councilman Holden seconded the motion. Vote was 7-0.

Mayor Shwed presented the Tidewater Park Update. Town Manager Smith advised the town was a recipient of a \$100,000 matching grant from the Delaware State Parks & Recreation. The grant was matched by Senator Richardson and State Representative Dukes. She stated Phase 1 consists of the installation of the 2-to-5-year age group playground, which is projected to be installed by mid-summer.

Mayor Shwed presented the May Mayor & Council Meeting Schedule. Town Manager Smith advised there will be two Mayor & Council Meetings held in the month of May. The first meeting will be held on Monday, May 3, 2021 as a workshop to present the proposed budget and an ordinance. The second meeting will be held on Monday, May 17, 2021. Councilman Lee made a motion to accept the May Mayor & Council Meeting Schedule. Councilwoman Martin seconded the motion. Vote was 7-0.

Mayor Shwed presented the Planning & Zoning Update. Town Manager Smith advised Sussex County Habitat for Humanity received their final approval for their major subdivision along Front Street. She stated the subdivision consists of the construction of 5 owner occupied residential dwellings. Town Manager Smith advised a minor subdivision was submitted pertaining to the 10 acres located at Bargain Bills. She explained four lots were subdivided and with the remaining lots becoming a self-storage facility. Town Manager Smith stated a concept plan was submitted regarding the former Village Brooke East located on the west side of Rt. 13. She explained Village Brook East is presented with a Large Parcel Development Overlay District (LPD-OD) zoning, consisting of 77 acres in size with 63 single-family units, 179 townhomes, and 168 condominiums. She advised they are scheduled for PLUS on Wednesday, April 28, 2021. Town Manager Smith stated this project will come forward to Mayor & Council for approval.

Mayor Shwed presented the request to Close Wolfe Street. Town Manager Smith advised a letter was submitted by residents on Wolfe Street expressing safety concerns. She stated the residents in the letter proposed to make Wolfe Street a One-Way Street either allowing traffic south to north or 10th street to 8th street and they're proposing a reduced speed limit of 15 mph. Town Manager Smith stated Mayor & Council may move forward with reducing the speed limit. She explained a committee of three must be appointed to determine if the road maybe deemed a One-Way Street. Once the committee meets, they must recommend their recommendation to Mayor & Council and a public hearing must be held. A resident was in attendance and he explained the letter addresses the residents' concerns. Mayor Shwed appointed Councilman Kellam, Councilwoman Martin, and Councilman Holden to determine the granting of the request of Wolfe Street becoming a One-Way Street. Town Manager Smith stated she will email the committee to determine availability. President of Council Calio made a motion to establish the speed limit of 15 mph on Wolfe Street per resident's request. Councilman Lee seconded the motion. Vote was 7-0.

Mayor Shwed presented Employee Recognition. Town Manager Smith stated on March 1, 2021 Chief Wright reached 5 years of service with the town. Town Manager Smith stated on April 8, 2021 Director of Code Enforcement West reached 8 years of service with the town. Town Manager Smith advised an employee luncheon will be held soon to honor the employee's service.

Councilman Lee congratulated all the officers for their promotions, and he thanked the town staff for their hard work.

Councilman Kellam thanked the town for their hard work and thanked Town Manager Smith for posting the Food Box Give Away on the town's Facebook Page.

Councilwoman Fisher-Cornish congratulated the officers on their promotions and thanked the town staff for their commitment to the town.

Mayor Shwed advised Sussex County will be reassessing the property tax assessment.

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Mr. Jeff Hill, resident on Maple Street, inquired if the town will be notifying residents of the newly installed 15 mph speed limit signs. Town Manager Smith advised yes.

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

Meeting Adjourned at 8:15 p.m.

Mayor

President of Council

Town Manager

Recording Secretary