

The Town of Laurel
Mayor and Council Meeting
August 19, 2019

A Mayor and Council Meeting was held in the Mayor and Council Chambers of the Laurel Town Hall, July 19, 2019 beginning at 7:00 p.m. The following persons were in attendance: Mayor John Shwed, President of Council Chris Calio, Council Members Randy Lee, Jeff Hill, and Jonathan Kellam. Also, in attendance were Director of Code Enforcement Ken West, Public Works Director James Foskey, Chief Dan Wright, Finance Manager Mary Introcaso, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted that Alderman Kelly Pettyjohn, Councilwoman Cheryl Martin, and Councilwoman Robin Fisher-Cornish were absent.

Mayor Shwed opened the Court of Appeals at 7:00 p.m. The purpose of holding the Court of Appeals is to listen to any citizen who wants to appeal the town's tax assessment for the FY 2020. Mayor Shwed inquired if the Court of Appeals was properly advertised. Town Manager Smith stated yes. Mayor Shwed stated we gave adequate time and there were no questions or comments. Mayor Shwed closed the Court of Appeals at 7:05 p.m.

The Mayor and Council Regular Session and Closed Session Minutes of July 15, 2019 were presented for review and adoption. Councilman Hill made a motion to accept the meeting minutes and closed session minutes of July 15, 2019. Councilman Lee seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

The Department Head Reports for July 2019 were presented for review and adoption. Director of Code Enforcement West advised he had no additions or changes to his report. Mayor Shwed inquired when Burger King will be opening. Director of Code Enforcement West advised construction is completed and they're waiting for DPL regarding the electric. The electric should be installed by the end of this week if weather is permitting. Once the electric is completed, Burger King would just need their Fire and Health Permits. Public Works Director Foskey advised he had no additions to his report. President of Council Calio inquired about the equipment on the right-hand side at the Wastewater Treatment Plant. Public Works Director Foskey the equipment is Syndogrow and they're on site to begin the Lagoon 2 cleaning. Mayor Shwed advised Alderman Pettyjohn is not in attendance tonight. Her report was submitted to Mayor and Council for review. Finance Manager Introcaso advised she had no additions to her report. Town Manager Smith explained we've received an annexation request located on Woodland Ferry Road. The Municipal Plan of Service was sent to the State Planning Office. The State Planning Office advised the Future Land Use Map Shows the property as residential versus the request of commercial zoning. Town Manager Smith advised she'll contact the property owners regarding the proposed residential zoning. Town Manager Smith thanked all the staff departments regarding the 4th of July. She explained the town met all donation requirements and we have a surplus of \$941.88 for next year. Mayor Shwed thanked all the businesses and organizations for their support towards the 4th of July. Chief Wright advised he submitted both June and July reports. Chief Wright stated the department is currently at 3,941 calls for service, which are well ahead of last years numbers. Mayor Shwed explained the Red and White Game was held on Saturday, August 17, 2019 at the Laurel High School. Mayor Shwed thanked Chief Wright and Town Manager Smith for event.

Mayor Shwed explained multiple churches were in attendance and it was a good connection with the community. Town Manager Smith thanked Councilman Kellam for having his food truck at the event. Mayor Shwed stated he attended the graduation ceremony of two more Laurel Police Officers who are joining the force. Councilman Kellam made a motion to accept the Department Head Reports for July 2019 as presented. Councilman Hill seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Town Manager Smith presented the Trash Contract for consideration of amendment. Town Manager Smith explained Mr. Dominique Fulginiti from BFI Waste Services is attendance tonight to answer any questions. Town Manager Smith stated the proposed contract includes: a 3-year extension, the residents current recycle crate will be converted to their trash crate, and residents will receive a new 65-gallon recyclable crate. Town Manager Smith advised the proposed contract will extend to 2024. Mayor Shwed advised recycling is declining and moving toward what they call "clean recycling." Ms. Betty Cassidy, resident of 9th Street, inquired if the recycling cost will remain the same. Town Manager Smith explained there is a 3% increase each year and the town has currently absorbed the cost. She explained the town will continue to cover the cost through July 1. Town Manager Smith inquired about the timeline of the canisters. Mr. Fulginiti explained it will take between 30 to 45 days. President of Council Calio made a motion to accept the proposed Trash Contract. Councilman Lee seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Mayor Shwed advised Mr. Charles Kistler, from the Delaware HELP Initiative, is in attendance tonight to present the Light On Strong Project. Mr. Kistler explained the project was first implemented in the City of Dover. He advised the City of Dover has 368 homes with LED light bulbs placed in their target area. Mr. Kistler advised the City of Seaford has expressed interest regarding the Light On Strong Project. Mr. Kistler explained they determine the target area and go door to door to ask if they can install an LED light bulb. The City of Seaford currently has 434 homes who have participated in the program. Mr. Kistler advised the City of Milford has 322 homes out of 412 homes in their target area, which has saved 20,000 watts of energy service. Mr. Kistler advised he's interested in implementing the program in the Town of Laurel. He advised he would roughly implement 400 homes with LED light bulbs in the town's target area. Mr. Kistler stated he would go door to door with door hangers. Once he builds the trust factor, he would then go inside the homes to help replace inefficient lighting inside. Mr. Kistler is interested in coming back to the town and discuss the town's target area. President of Council Calio made a motion to endorse the Lights On Strong Project. Councilman Hill seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Town Manager Smith presented Resolution 2019-12, a resolution to change the fee for special use requests for planning and zoning. Town Manager Smith explained our zoning ordinance has a permitted use and a special use permit. She explained a special use requests requires a public hearing and certified mailing to residents within of 200 feet. Town Manager Smith explained the

current special use fee is \$250 and she proposes to change the special use fee to \$500. Councilman Lee made a motion to accept Resolution 2019-12. Councilman Kellam seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish.

Mayor Shwed advised Mr. Nick Parsons is in attendance to present his Eagle Scout Project. Mr. Parsons explained he would like to install four park benches along the Broad Creek at the Kayak Launch. He advised the benches will be made from salt free treated lumber with bolts and placed on concrete. Public Works Director Foskey advised he met with Mr. Parsons. He showed Director of Code Enforcement West the drawings and they met the town requirements. Town Manager Smith explained it is a great idea and it's giving back to the community. Mayor Shwed advised the Scouts have a great impact on our community. Mr. Parsons explained depending on funding they may select a material that has reduce maintenance; such as a composite material. Mayor Shwed inquired the cost of installing the four park benches. Mr. Parsons stated \$500 if we use salt free treated lumber. Mayor Shwed suggested to visit Lowe's because they have helped with the Habitat and the town's hurricane relief. Councilman Hill made a motion to accept Eagle Scout Project Request. Councilman Lee seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Town Manager Smith advised she received a letter from the Laurel Redevelopment Corporation (LRC) to close the alley way along Front Street between 102 and 106. The alley way wraps around 3 out of the 4 properties the LRC owns. Town Manager Smith advised a committee of 3 must be appointed and then make their recommendation to the Mayor and Council. A resolution would be needed by the Mayor and Council to close the alley way. Town Manager Smith explained a resolution is needed to appoint the committee members. Committee Members appointed are Councilman Hill, President of Council Calio, and Councilman Kellam.

Mayor Shwed presented Resolution 2019-13, a resolution appointing a committee of Mayor and Council Members to investigate the possibility of changing the structure of an alley located off Front Street. The Mayor and Council of the Town of Laurel have received a petition from a property owner to consider closing an alley located off Front Street, between 102 and 106 Front Street. The Committee following their investigation is to submit a report to the Mayor and Town Council containing the advantages and disadvantages to the town caused by the change of the street structure. Committee Members appointed are Councilman Hill, President of Council Calio, and Councilman Kellam. Councilman Kellam inquired the time frame to make the recommendation. Town Manager Smith stated 90 days. Mr. Brian Shannon, from the LRC, advised the Committee Members to contact him to discuss the off-street parking and plans. Councilman Hill made a motion to accept Resolution 2019-13. Councilman Kellam seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Mayor Shwed presented the September Mayor and Council Meeting Dates. Mayor Shwed proposed to meet on Monday, September 16, and keep the first meeting on Tuesday September 3, 2019 open if needed. President of Council Calio made a motion to accept the September Mayor and Council Meeting Dates. Councilman Lee seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Councilman Kellam congratulated Chief Wright and Laurel Ministry Council for holding the tailgating and Red & White Game.

Mayor Shwed advised Beauty for Ashes had volunteer hairdressers who gave away free haircuts to children and churches provided lunches on August 18, 2019. Cpl. Story advised the police department also handed out school supplies and material.

Mr. Rick McVey, resident of Central Avenue, inquired if the Mayor and Council have any contingency plans for funding Dunbar, as the estimated cost is \$2 to \$2.5 million to convert into the police station. Mayor Shwed advised we are applying for grants. Town Manager Smith explained we are working with the state regarding funding and the town has received \$160,000 pertaining Dunbar.

Mr. McVey inquired if the town is pursuing a third renter to utilize the empty rooms. Town Manager Smith explained Telamon has applied for funding to utilize more classrooms. Telamon still utilizes the highway location in Laurel and if they received the funding, they may move everything into Dunbar. Town Manager Smith advised Telamon won't hear until another 6 to 8 weeks if they received the funding. Mr. McVey suggested the town should look into finding small businesses who could utilize the empty rooms.

Mr. McVey inquired if the town performed cost studies pertaining Dunbar. Mayor Shwed advised yes, studies were conducted. Mayor Shwed explained we took on the risk because this building met a lot to the people in this town. Councilman Kellam advised we are trying to turn Dunbar into an education and community building. Mayor Shwed and Councilman Kellam continued to communicate on the importance and meaning of Dunbar in the community and the importance of it being available for everyone not just a certain group.

Ms. Betty Cassidy, resident of 9th Street, advised she is new to the town and has been coming to many of the meetings and inquired why some items are discussed in open and closed session. Town Manager Smith explain a closed session is needed for legal reasons to discuss contractual or personnel matters. She explained no votes maybe taken in closed sessions. Once the closed session is closed the open session reconvenes and we vote in open session.

Mr. McVey inquired if the Resolutions may be posted online to review. Town Manager Smith advised she will need to contact the web designer to see if it can be done.

President of Council Calio made a motion to hold a closed session to discuss personnel matters. Councilman Lee seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Regular Session Recessed at 8:15 p.m.

Regular Session Reconvened at 9:00 p.m.

With there being no further business to discuss, Councilman Kellam made a motion to adjourn the meeting. Councilman Hill seconded the motion. Vote was 5-0, with Councilwoman Martin and Councilwoman Fisher-Cornish absent.

Mayor

President of Council

Town Manager

Recording Secretary