



Minutes of the Special Town Meeting Friday, March 20, 2015

1. Call Meeting to Order

Mayor Krause called the March 20, 2015 Special Town Meeting to order at 5:00 PM in the upstairs meeting room of the Slaughter Beach Memorial Volunteer Fire Company. Council members present were Mayor Bill Krause, Vice Mayor Amy Parker, Secretary Glenn Stieffenhofer, and Councilperson Kathleen Lock. Treasurer Jackson Gingrich was absent. Community members in attendance are shown on the attached sign-in sheet.

2. Welcome and Announcements

Mayor Krause welcomed everyone to the meeting and said he was thrilled to see that we have numerous volunteers in attendance.

3. Approval of the March 20, 2105 meeting agenda

Motion: A motion was made by Kathleen Lock to approve the March 20, 2015 meeting agenda subject to the addition of the Proclamation to declare March 25, 2015 "Random Acts of Kindness Day". Amy Parker seconded the motion. **Motion carried unanimously, 4 – 0.**

4. Proclamation

Mayor Bill Krause read the Proclamation that officially designated March 25, 2015 as "Random Acts of Kindness Day" in the Town of Slaughter Beach. Mayor Krause presented Carrie Peterman with the Proclamation in honor of her daughter Madison Scot Peterman. Madison would have been 15 years old on March 25th if it were not for a terrible collision on April 13, 2009 when a propane truck collided with the vehicle carrying Madison, her grandmother Sandy Peterman, and her friend Hannah Davies, taking the lives of all three passengers. Read the Proclamation at <http://slaughterbeach.delaware.gov/2015/03/22/remembrance-of-madison-through-random-acts-of-kindness/>.

5. Voting Procedures

Mayor Krause explained that the primary purpose of this special meeting is to move into the implementation phase for the Ordinance that was approved on January 19, 2015. The mayor also said he will and Barrett Edwards will be in Dover on Wednesday to answer any potential questions as our Charter change comes before the General Assembly.

For the last election, we had three poll workers. This year, we need to fill the need/requirements of having separate BOE and poll workers. All volunteers will need to go to the training class at the Sussex County Board of Elections.

- a. **Appoint volunteers (and alternates) for the Board of Elections, minimum of three, and must be an odd number. The BOE shall choose the Inspector.**

To date, Mary Lyde Esposito, Jane Hargrove Brown, Ken Lewis, Donna Johnson, Nancy McNeela, and Brenda Dejardins have been identified as volunteers

Motion: A motion was made by Amy Parker to appoint Mary Lyde Esposito, Jane Hargrove Brown, and Ken Lewis to the Board of Elections. Kathleen Lock seconded the motion. **Motion carried unanimously, 4 – 0.**

Mary Lyde Esposito	279 Bay Ave	302-584-1859	<u>mlesposito@comcast.net</u>
Jane Hargrove Brown	263 Bay Ave	302-312-3356	<u>JbSpecEd@aol.com</u>
Ken Lewis	442 Bay Ave	302-491-4156	<u>Ken.Lewis442@comcast.net</u>

We will continue to identify additional volunteers in the next month. The BOE members will be sworn in at the April 13th meeting. We will also need to identify a BOE inspector and clarify if a separate inspector for poll workers is needed. If so, that person needs to be identified as well. Kathy McSpadden will contact Sussex County to let them know who the BOE members are.

b. Establish voter registration procedures and days and hours of Town Office for registration

Motion: A motion was made by Amy Parker to open the Town Office for two hours each Saturday in June from 10 AM to Noon. (6/6, 6/13, 6/20, 6/27) for individuals to verify their voting eligibility and to be put on a supplemental list if qualified. Kathleen Lock seconded the motion. **Motion carried unanimously, 4 – 0.**

Mayor Krause will notify the Fire Department.

Kathleen Lock will provide Kathy McSpadden with the name and telephone number of the person to call at Sussex County to request the tax roll that will be used for the election. Kathy said that you have to let them know the report is for the election because it is a different report than you would get otherwise.

Kathy McSpadden will staff 6/6, 6/13, and 6/27. Jimmy Dalton volunteered to staff 6/20.

c. Election Day, per the Town Charter, is July 4th and per Ordinance the polls must be open for a minimum of four hours.

Motion: A motion was made by Kathleen Lock to set the polling hours on July 4, 2015 from 8 AM to Noon. Amy Parker seconded the motion. **Motion carried unanimously, 4 – 0.**

Mayor Krause will notify the Fire Department.

d. Election Guide to be prepared by the Town Clerk, using Charter, Ordinance, and Sussex and DE guides for support

Kathy McSpadden has been working on this and reported that it's coming along. She is waiting on information on absentee balloting. She is tying in with the checklist provided by Sussex County and the timeline that Barrett Edwards prepared. She has identified some additional dates that were not included in Barrett's draft.

6. Town Restrooms

- a. *Discussion and possible vote on the date to open the SB public restrooms; pay rate; and re-hiring of Hollie Masten.*

Amy Parker spoke with Hollie Masten who indicated that she is backing out because of her son's activity schedule and the cost of the longer driving distance now that she has moved to Milford. Amy reported that Hollie said she would help us out until someone else was hired.

Glenn Stieffenhofer reported that he made a few calls to get informal estimates to do the Property Maintenance job duties. The informal estimates indicated that while we are not getting a bargain, we aren't far off. Glenn asked why we lock the bathrooms at night. What risk is there in leaving the bathrooms unlocked for the season? If there is not an increased risk in leaving the bathrooms unlocked, it would/should cost less because a second trip to lock the doors would not be needed on a daily basis. Kathleen Lock checked with DNS and they indicated they keep their six restrooms open, and she also checked with Rehoboth and they keep theirs open as well. Kathleen said she is looking at the costs for installing a camera to monitor the area in case there is an issue with vandalism, etc. If we keep the bathrooms unlocked and look at other options such as cameras, it may be more cost effective. Ken Lewis added that he worked for the PA State Parks for 38 years and they never locked the bathrooms and they only put security cameras up after a problem arose.

Amy Parker asked if keeping the bathrooms unlocked would reflect a savings in the cost of cleaning. Most agreed that without the additional trips to lock (214 trips for the season), it should reduce the price. Glenn Stieffenhofer suggested that if we agree to keep the bathrooms unlocked we let Hollie Masten know so that she has the option to reconsider her decision. Amy Parker will check with Hollie to see if she would be interested in cleaning only without having to return to lock at the end of the day. Glenn Stieffenhofer agreed to get formal estimates as a backup plan in case Hollie Masten still declines. The cameras will be on the next month's agenda.

Motion: *A motion was made by Kathleen Lock to open the public restrooms April 1, 2015; to keep the restrooms unlocked for the season; and to approve cleaning costs not to exceed \$900.00 per month. Amy Parker seconded the motion. **Motion carried unanimously, 4 – 0.***

7. Elevation Plan

- a. **Discussion and possible vote to enter into a contract with Davis, Bowen & Friedel for professional engineering and construction management services**

Kathleen Lock reported that Barrett Edwards suggested some changes to the contract and discussions were finalized with Davis, Bowen & Friedel today. The contract has been reduced from \$49,000.00 to \$30,000.00 because the Hendricks house is not included. The Hendricks house will not be elevated based on the findings from the engineering firm - the soil will not support the foundation that was proposed.

Motion: *A motion was made by Kathleen Lock to approve the revised contract with Davis, Bowen & Friedel in an amount not to exceed \$30,000.00. Glenn Stieffenhofer seconded the motion. **Motion carried unanimously, 4 – 0.***

8. Adjournment

Motion: A motion was made by Kathleen Lock to adjourn the meeting. Glenn Stieffenhofer seconded the motion. **Motion carried unanimously, 4 – 0.** The meeting adjourned at 6:28 PM.

Respectfully submitted,

Glenn Stieffenhofer

Glenn Stieffenhofer
Secretary

