**Minutes of the Regular Town Council Meeting**

**Monday, May 11, 2020**

# 1. Call Meeting to Order

The meeting was called to order at 7:02 pm by Mayor Harry Ward. Council members in attendance were Kathy Lock and Bob Wood. Council member Becky Craft joined about 10 minutes into the meeting. Due to the governor’s mandate because of the Covid 19 virus, the meeting was held via Zoom

 Community members in attendance are shown on the attached electronic sign-in sheet.

Harry acknowledged and thanked everyone for their support.

A new council member, Gary Plescia was sworn in to complete the term of councilman Steve Hesse, who resigned due to new work obligations.

**Motion:** A motion was made on accepting Gary’s nomination by Kathy Lock and seconded by Bob Wood. **The motion carried unanimously, 3 – 0.**

# 2. Approval of the May 11, 2020 meeting agenda

**Motion:** A motion was made by Gary Plescia to approve the May 11th, 2020 meeting agenda. The motion was seconded by Kathy Lock. **The motion carried unanimously, 4 – 0.**

# 3. Approval of the April 13, 2020 Town meeting minutes

**Motion:** A motion was made by Kathy Lock to approve the April 13, 2020 meeting minutes. The motion was seconded by Gary Plescia.. **The motion carried 4-0.**

 **4 Correspondence**

 DelDot has offered the town a chance to apply for a grant concerning a bike path. Due to the lack of road frontage that we control in town, it would be very impractical for us to pursue this opportunity.

**5. Reports:**

a. Treasurer’s Report

Kathy Lock presented the April, 2020 Treasurer’s Report, prepared by bookkeeper Jennifer Cornell. Kathy referred everyone to the spreadsheets that were projected during the meeting.

**Motion:** Gary Plescia made a motion to approve the April 2020 Treasurer’s Report subject to audit. Bob Wood seconded the motion. **The motion carried unanimously, 4-0**.

* 1. Building Enforcement Officer/ Floodplain Administrator

Vice Mayor Wood gave the report and said that Bob Clendaniel had worked 12.5 hours this month.

* 1. Tax Collector Report

The report was given for both March and April by Kathy Lock. A total of $1,295,00 was collected Our collection rate is 98.6 per cent. We have approx. $1,156.00 due out of a total tax bill of $89,616.00.

 d Town Street Committee

 Jimmy Dalton reported that Passwater roads paving project is almost complete and should be finished tomorrow. He has also collected bids to grade and add additional material to 4 of the access roads in town.

 e Mayoral & Council updates

Due to the COVID 19 Virus SCAT and RASCL meetings have been cancelled**.**

1. **Old Business**

A Sand on the beach

 Due to the virus, there has not been any discussion on this issue.

 B UD Marsh Study Grant

 Hydrologist has been working in town.

C Database update

 The town has recently contracted a local Milford firm to better our internet and software systems. Part of this process has been to revamp our database files. Although we will strive to continually improve, we have made vast improvements thus far. There are several tasks that before involved a lot of time and research, that are now just a matter of checking the database.

D Pew Charitable Trust Update.

In a partnership with UD Sea Grant, RASCL and several other organizations, Slaughter Beach has applied for a grant through the National Fish and Wildlife Service for an economic impact study of the Mispillion and Cedar Creek rivers. This study will also include the Town of Milford, Sussex County and Kent County. The NFWS has accepted our letter of interest and now we will present a comprehensive application as a next step. In addition to this grant, we have also had meetings with the Pew Charitable Trust to complement this study with the possibility of an additional project with them.

 E. 5k update

 The 5k will now take place on September 27th at 9:00 AM

 F Ordinance Changes Update

 For the past year, council has been working on updating some of the towns existing ordanances. This process has been a little difficult because we are trying to coordinate them with the standing ordinances of either Sussex County or the State of Delaware wherever possible. After much study and discussion, we then sent a draft to the town attorney for his insight. That process was completed just a few days ago and they will soon be available to all landowners to inspect and comment. We will send a town email shortly as to where and how they will be posted.

 G Election Update

 We are up to date with the election procedures at this point of time.

 It is required that we vote at this meeting for the poll hours is an election become necessary on July 4, 2020. .

**Motion:** A motion was made by Becky Kraft that the poll hours be 8am to 12PM The motion was seconded by Kathy Lock. **The motion carried unanimously, 5 – 0.**

  **New Business**

1 Discussion and vote on repaving and grading 4 of our access roads was taken. The four roads are Marina Lane, Harrison, Bridgeham and Sandpiper. If possible, we will try to do the same to the remaining 12 roads, 4 per year for the next 3 years.

**Motion:** Becky Craft made a motion to proceed with the first 4 for an amount not to exceed any more than $16,000.00. Kathy Lock seconded the motion. **The motion carried unanimously, 5-0**.

1. Increase in operating budget

 Due to higher than normal legal expenses due to the ordinances revisions and reorganizing the town records. It has become necessary to increase the operating budget for this year

**Motion:** A motion was made by Kathy Lock that we increase this budget by $5,000.00. The motion was seconded by Becky Kraft. The **motion carried , 5 – 0.**

1. USDA Wastewater Update

The USDA wastewater study has been completed and USDA has accepted the study which puts the town on their list of projects that could move forward if funding is available in the future. USDA might fund and additional study to consider alternate methods in the future.

1. Water company resolution.

When we originally agreed to partner with Artisan as our water supplier, the wrong map was submitted to the public service commission. We will need to vote on producing a resolution to resubmit the proper map which included all of the town properties.

A vote was taken to produce the resolution and was recorded as 5-0 in favor

**5 Open Forum**

 We discussed and agreed that we should honor the state mandates for the COVID 19 virus as dictated by the governor.

 **6 Adjournment**

**Motion:** Kathy Lock made a motion to adjourn. Becky Craft seconded it. The motion passed unanimously, 5-0 and the meeting was adjourned at 8:45 p.m.

 **7 Upcoming Events**

Next Town Council meeting –June 8th 2020

Respectfully submitted,

Robert G. Wood

Vice Mayor