

TOWN OF FENWICK ISLAND, DELAWARE

Minutes of the February 21, 2014, Regular Council Meeting

Call to Order and Flag Salute at 3:30 PM by Mayor Serio

Council in Attendance: Gene Langan, Diane Tingle, Bill Weistling, Audrey Serio, Gardner Bunting and Todd Smallwood

Absent: Roy Williams (excused)

Staff in Attendance: Town Manager Burke, Building Official Schuchman, Town Clerk Poole, Chief Boyden and Public Works Department Supervisor Reed

PRESIDENT'S REPORT

- Mayor Serio attended the Valor Awards which were sponsored by the Freeman Organization and presented the Bethany/Fenwick Island Chamber of Commerce. Mr. Vaughn McCabe was nominated by Chief Boyden. Vaughn is a member of the Public Works Department, a trained EMT and a member of the Rehoboth Beach Fire Company. He was honored for his quick reaction and treatment of a victim who was a part time employee of the Town. He administered medical attention while the EMT/Bethany Beach Ambulance Service was on their way. His quick action and medical training saved the victim's life. He was honored at the luncheon for his heroic acts along with the two EMTs from the Bethany Beach Ambulance Service. The victim was treated and released.

TOPICS FOR DISCUSSION AND POSSIBLE ACTION

- **FY 2014 Budget Amendment** – Town Manager Burke presented the recommended Town Budget Committee FY 2014 Budget Amendment (operating and capital budgets) to Council. Income increased from \$1,611,500 to \$1,654,305 and expenses increased from \$1,602,778.12 to \$1,643,285.85 for a surplus of \$11,019.15.
- **Motion** – Motion made by Council Member Bunting to approve FY 2014 Budget Amendment (operating and capital budgets).
- **Second** – Council Member Langan

Discussion – none

Vote – (6-0)

- **FY 2014 Fee Schedule Amendment** – Town Manager Burke stated the only changes to the FY 2014 Fee Schedule are under Section P – Parking Permit Fees (112-11-P). Per the Town Budget Committee, the recommendation was to eliminate the weekend parking fee making all days, holidays and weekends ten (10) dollars. Also, the *Ad hoc* Parking Committee lowered the monthly fee to \$150.00, the summer season fee to \$300.00 and added a Resident Merchant Employee Permit for \$50.00. Town staff will be revisiting the yearly fees during the FY 2015 Budget meetings. The FY 2014 amended Fee Schedule is currently online or you can contact Town Hall for a copy.

Motion – Motion made by Council Member Langan to approve FY 2014 Fee Schedule.

Second – Council Member Bunting

Discussion – none

Vote – (6-0)

- **Licensing of Transport Vehicles** – *Ad hoc* Parking Committee Chair Bunting reported that the subject has come up in the process in Committee meetings. There are a number of taxi services operating in town for public transportation. Other communities license taxi services and some charge fees. There are visible signs of taxis around Town and it appears they are doing a fair amount of business. Mayor Serio stated we need to readdress this topic later.

Motion – No action taken

Second –

Discussion –

Vote –

- **Ordinance requiring Anchoring of Free-Standing Structures** – Council Member Weistling referenced to page 4 of the packet, Chapter 160 – Zoning, Free-Standing Structures. At the last Charter & Ordinance Meeting it was discussed to eliminate the anchoring of everything except for propane tanks. The feeling being, it's very difficult to anchor and enforce everything listed. Before redrafting the ordinance, Mayor Serio questioned the intent of the language. Council Member Weistling stated that you have issues with new construction and all the building materials which can float, landscape timbers, trash cans, etc. Mayor Serio stated that the intent was for dangerous things like propane tanks, boardwalks, or large items that can damage your house. Council Member Langan stated the big issue is the floating propane tanks. Mayor Serio agreed with Council Member Weistling on a rewrite and first reading for next Council meeting addressing propane tanks and new construction sites.

Motion – none

Second –

Discussion –

Vote –

Approval of Minutes: Motion to approve the Minutes of February 21, 2014 - Council Member Weistling

Second - Council Member Smallwood

Discussion - none

Vote: (6-0)

TREASURER'S REPORT

Council Member Bunting stated that the FY 2014 Budget is on track and balanced.

Motion – Motion made by Council Member Tingle to accept the Treasurer's report.

Second - Council Member Langan

Discussion – None

Vote: (6-0)

TOWN MANAGER'S REPORT

- **Cannon Street Park** – No progress this month. Clean Cut Pavers will complete the parking area when the weather warms. Public Works will assist by providing stone and labor.
- **Town Hall Sidewalk Improvement Project** – Town management received the DelDOT final report and scheduled a meeting with DelDOT for final review on February 25, 2014.

- **Information Technology** – Town management is continuing website design upgrades.
- **Emergency Fuel Tank Project** – The project is scheduled to be finished by March 1. A final budget report is due by June 30, 2014.
- **Records Retention** – No progress this month.
- **American Lung Association** – Town management was awarded a second grant for outreach equipment, signage, brochures, LED lights and receptacles. All items have been purchased except for the cigarette receptacles.
- **Drainage / Stormwater (2014 projects)**
 - W. Dagsboro Street – URS submitted a grant application for approximately \$22,000.00 to improve drainage. DNREC is reviewing the grant application.
 - Bay Street and Schultz Road – Town management reviewed the plans and scheduled an on-site meeting with Kercher Engineering (KEI). KEI is soliciting cost estimates.

Grant Funding

- **DNREC Surface Water Matching Planning Grant** – The grant would pay for 50% (\$11,000.00) of the W. Dagsboro Street drainage engineering expenses.
- **Delaware Forestry Grant** – Town management received grant approval from DDA officials. Lord's Landscaping was the low bid and was awarded the project. The project deadline is April 30, 2014.

DEPARTMENT REPORTS

- **Building Official** – The January report was included in the Council meeting packet. In January the Town issued 80 outside contractor's licenses, 21 resident merchant licenses, and 27 renter's licenses. Information regarding Flood Insurance Rate Changes is available on the Town's Website. The Building Official also made reference to the brochure included in the Council packet which is available on the Town's Website.
- **Public Works** – The report was included in the Council meeting packet.
- **Beach Patrol** – n/a
- **Police Department** – The report was included in the Council meeting packet.

TOWN COMMITTEE REPORTS

- **Beach Committee** – No report
- **Environmental Committee** – Chair Mary Ellen Langan reported there was not enough Committee members present for a quorum on February 13th. The next meeting will be March 20th.
- **Technology Committee** – Chair Gene Langan stated the Committee met on February 18th. Town Manager Burke reviewed the functionality of the Website and recommended that the community review the new options such as the weather tab, updated calendar events and the Social Corner. Chair Langan said for the upcoming year the Committee will be researching online payments.
- **Ad hoc Parking Committee** – Chair Gardner Bunting reported that the next meeting is April 3rd at 10:00 a.m.
- **Planning Commission** – Mayor Serio stated for the record that she would like the Planning Commission to send a report for Council meetings.
- **Charter & Ordinance Committee** – Proposed First Reading Chapter 160-5A (8)

Motion – Chair Bill Weistling made a motion for Council to approve the following changes to Chapter 160 – 5A (8) – Farmers Market. The summary was to remove “unimproved” from the ordinance.

Second – Council Member Tingle

Discussion – Chair Bill Weistling noted that we are limited in Town on unimproved lots. The current lot that the Farmers Market uses is owned by the PNC Bank. If the lot is sold the Town would like to have an option to continue the Farmers Market in Town.

Vote – (6-0)

Old Business - None

New Business – No action to be taken

PUBLIC PARTICIPATION

- Buzz Henifin – 48 Windward Way – Asked about the status of the injured part time employee and that he has gone through all the information on the Website, with a few notations, and the information is very informative with a lot of good information. He also stated that we have all this technology, why are we still handing out paper copies when everyone can get it online.
- Lynn Andrews – 1205 Schultz Rd. – In reference to the Shuttle Service, she believes it is ridiculous for a Town that is one mile long and ½ mile wide to consider a service.
- Pete Frederick – 1505 Bunting Avenue – Asked if the *Ad hoc* Parking Committee thought about a Surrey Shuttle in Town to take people from business to business or to and from the beach. Mayor Serio noted that had been suggested. Town Manager Burke stated that anyone in Town could do that now with a Business License and Certificate of Insurance.
- Mary Ellen Langan – 5 King St. –She would like to talk about sidewalks in Town. We have done such a nice job out front and would like this to continue. She asked how other towns fund their sidewalk projects. Town Manager Burke stated that there are grants for these types of projects, but they can be, at times, demographic or area specific. Council Member Smallwood noted that if there was a grant out there Town Manger Burke would find it.
- Mayor Serio, speaking as a resident, wanted to know what happened to our Town Resident Notifications for public information (emergencies, detours, etc.). Pete Frederick said that the Sussex County government notifies residents by zip codes. Council Member Bunting said that the Town of Bethany Beach has an arrangement with an outside contractor. Council Member Langan stated that the Technology Committee will look into this and report back to Council. Town Manager Burke noted that the Sussex County emergency system allows residents to register his/her phone information. If needed, Town Manager Burke said a link could be added to the Website.

UPCOMING MEETINGS AND EVENTS

Mayor Serio announced the following upcoming meetings and events as follows:

- March 4 9:30 a.m. Charter & Ordinance Meeting
- March 11 2:30 p.m. Planning Commission Meeting
- March 20 2:30 p.m. Environmental Committee Meeting
- March 28 3:30 p.m. Regular Council Meeting

Approved 3.28.14

- April 3 10:00 a.m.

Ad Hoc Parking Committee Meeting

Motion to adjourn – Council Member Weistling

Second – Council Member Bunting

Discussion - None

Vote – (6-0)

Meeting adjourned at 4:30 p.m.

**Transcribed by Linda Poole, Town Clerk
for Council Member Diane Tingle, Secretary*