



The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409

302-539-3011 ~ 302-539-1305 fax

www.fenwickisland.delaware.gov

REGULAR MEETING OF THE TOWN COUNCIL

Friday, December 3, 2021

MEETING HELD VIA HYBRID METHOD

MINUTES

In Attendance

Town Council Members:

Mayor Carmean, Vice Mayor Napolitano, Treasurer Rymer, Secretary Magdeburger, Council Member Breger, Council Member Bortner, Council Member Benn

Staff in Attendance:

Town Manager Schuchman, Police Chief Devlin, Finance Manager Gary, Public Works Manager Locke, Town Clerk Menominee

Others in Attendance:

Along with the Town Council and Staff, there were an additional 8 participants in-person and 19 that called in to the meeting.

Page

1. President's Report - Mayor Carmean

Mayor Carmean reported the Writ of Mandamus has been dismissed and thanked multiple people. She also thanked Public Works for the Christmas decorations around Town and for putting up the Tree in the gazebo. Mayor Carmean also reported that the Town maintained a Covid outbreak following the last Town Council meeting in October. She thanked Steve Majewski, Shawn Benton and Sgt. Brian Parsons for keeping the Town safe while multiple officers were quarantining. Mayor Carmean wanted to note that she is changing the Mayor's Message on the website seasonally and including references to local businesses. She also said that earlier in the day the Planning Commission, Board of Adjustment and Town Council all had training sessions with Town Solicitor Mette.

2. Approval of Minutes from October 22, 2021 Regular Town Council Meeting

Vice Mayor Napolitano wanted to note that the time under the Beach Committee report should say that the Fenwick Freeze starts at 10:30am and not 10:00am.

MOTION to approve the minutes from the October 22, 2021 Regular Town Council meeting with the proposed amendment.

Moved by: Natalie Magdeburger

Seconded by: Jacque Napolitano

MOTION passed unanimously.

2.1. [10.22.21 meeting minutes.pdf](#) 

-

3. For Discussion and Possible Action:

3.1. New Committee Additions

Mayor Carmean stated that Dave Reifschneider would be added to the Commercial Planning & Building Review Committee and Amy Kyle would be added to the Environmental Committee.

MOTION to approve the Committee additions.

Moved by: Natalie Magdeburger

Seconded by: Bill Rymer

MOTION passed unanimously.

3.2. Strategic Insurance Partners (SIP): 12/1/2021-12/1/2022

Mayor Carmean reported that the Town of Fenwick Island's Insurance Policy renewal date was December 1, 2021. She said that the price of the policy was \$80,000 per year covering auto accidents, loss of life, protecting town officials from lawsuits..... Mayor Carmean said that Council looked for ways to reduce the price. She also reported that they do believe the buildings are under insured and are looking for someone to reevaluate. Mayor Carmean said that Council did sign the contract but are looking at cost comparisons via other companies. Secretary Magdeburger said it was a good product but was concerned about the value of the buildings.

3.3. Survey Results

Mayor Carmean reported that 237 surveys came back out of 694. She said that she would have more results to show in the January meeting but did say with the amount of Bayside residents that responded bayside flooding was a high priority concern. Treasurer Rymer asked if Council would develop action plans for areas that needed to be addressed. Mayor Carmean clarified that once an area of concern is found then it will be referred to a committee.

3.4. Proposed Air Filter Systems for Town Hall & Police Department

Mayor Carmean reported that a quote for \$3,750 was received by the Town's HVAC company to install air filter systems in the Town Hall and Police Department. She said the Town office side already had one.

MOTION to approve the air filter systems to be installed in the Town Hall and Police Department.

Moved by: Richard Benn

Seconded by: Bill Rymer

MOTION passed unanimously.

3.5. Code Revision Issues

Secretary Magdeburger reported that General Code has been publishing the Town of Fenwick Island's code since 1995 but the Code has never had a recodification. She said that it should be done every 20 years, which would have been due in 2015. Secretary Magdeburger said that the previous Council wanted to do code rewrites and there was a connection made with KCI Technologies in June 2020 to rewrite portions of the code. She also reported that the project was never bid, but Debbie Pfeil of KCI Technologies was retained to rewrite these provisions: Ch. 142- Subdivision; Ch. 135- Signs; Ch. 61- Building & Utility Construction; and Ch. 160- Zoning. Secretary Magdeburger reported that relevant information was collected and sent to Ms. Pfeil and to date \$26,000 has been billed for writing and research. After trying to reach out to Ms. Pfeil on multiple attempts, Secretary Magdeburger reported