

Regular Meeting Minutes
LOCATION CHANGE: Zoom Meeting
June 2nd, 2021

7:00pm – Regular Meeting

1. Call to Order

At 7:00pm, the regular Town Hall meeting for June 2nd, 2021, was called to order by Vice President Virginia Weller

2. Moment of Silence/ Pledge of Allegiance

The decision was made to not hold this as this was a Zoom call.

3. Roll Call

Kim Hughes, President – Absent; Virginia Weller, Vice President – Present; Tamara Skis, Secretary – Present; Aaron Moore, Treasurer – Present.

In Attendance: Craig Eliassen, Gail Vincent, Bruce Von Goerres, Kim Koukaras, Laura Miller

4. Citizen Service Recognition

No Citizens to recognize this month.

5. Approval of Agenda

Virginia Weller advised 9.8 to 9.12 would be tabled, discuss 9.13 and table 9.14 of the agenda. Motion to accept the agenda with the changes – Aaron Moore. Second – Deborah Short. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore and Tamara Skis. Kimberly Hughes – Absent. Motion carried by majority vote.

6. Reading & Approval of Minutes

Motion to accept April 2021 minutes– Aaron Moore. Second – Deborah Short. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore and Tamara Skis. Kimberly Hughes – Absent. Motion carried by majority vote.

Aaron Moore advised that the May 2021 minutes were not on the agenda. Craig Eliassen advised not to vote on them. Motion to defer May 2021 minutes until July Meeting– Aaron Moore. Second – Deborah Short. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore and Tamara Skis. Kimberly Hughes – Absent. Motion carried by majority vote.

7. Treasurer's Report

Reviewed the May's Treasurer's report. Motion to accept the April Treasurer's Report – Aaron Moore. Second – Tamara Skis. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore and Tamara Skis. Kimberly Hughes – Absent. Motion carried by majority vote.

8. Police Chief's Report

Chief Von Goerres read the police report. Motion to accept the submitted police report – Tamara Skis . Second – Aaron Moore. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore and Tamara Skis. Kimberly Hughes – Absent. Motion carried by majority vote.

9. Old Business

- 9.1 Ingram Village – Entrance off Old State Rd had been started but no further action had been completed in the last two weeks. Aaron Moore advised that at the current conditions of the work

looked as if the whole thing was being put in incorrectly due to the dramatic drop the concrete had in relation to the road. There have also been reported issues with Verizon service, which Kim Koukaras advised may be part of the delay. Tamara Skis asked if it would be possible to reach out to Beaver Properties and request an estimated date of completion, because of the summer traffic increasing on Route 16.

Aaron Moore advised that there are other issues with Ingram Village. One of the topics he raised was that the site plans included trees that were to be planted between the sidewalk and the road, none of which had been planted. There are also items that Soil and Water Conservations brought up about the pond, such as needing to be sprayed and the algae mitigated. There are also trees that have been planted around the pond that need to be cut down before they are allowed to grow any further, since they could destabilize the banks.

Tamara Skis asked about a follow-up to a complaint from a resident regarding another resident blocking the cul-de-sac on Lee Ave. In this case, a resident was using personal vehicles to block entry into the cul-de-sac which would require other vehicles to use neighbor's driveways to turn around. Chief Von Goerres advised that he did speak to the resident and asked that if there are any more complaints, that those residents call him directly for him to handle.

- 9.2 Comprehensive Plan Review Update – Submitted to PLUS for review. No feedback had been received back. Since the submission had been before the May meeting, Craig Eliassen agreed that it would be appropriate to ask for a status, given that it had been a few weeks since submission
- 9.3 Committee Updates – No Committee updates. However, Deborah Short asked if it was possible to get the word out that these committees need people to participate, such as utilizing social media. Kim Koukaras advised now that the restrictions were lifting, the Council may want to reach out to the respective committee members to let them know that their services were going to be needed.
- 9.4 Charter Change Project – Aaron Moore wondered what it would take to restart the discussion on changing the charter, something that has been tabled many times in the course of the year. Craig Eliassen advised to have Charter workshops to start the change process and that changes will have to be approved by legislature. He also advised that the Council will have to give public notice of it as it falls under FOIA. He further advised that the Council should submit a one or two page memo to Representatives Shupe or Dave Wilson to get their assistance.

Tamara Skis asked who could provide a digital copy of the Charter to start making digital comments. Virginia Weller was asked to get with Kim Hughes to provide that to the Council.

- 9.5 Insight Homes Proposed Building Plans – Aaron Moore advised that this is still on hold pending DelDOT approving the work at the alternate entrance previously mentioned.
- 9.6 Annexation – Aaron Moore advised that Thomas Shorts requested annexation for his property at the intersection of Beach Highway and Sharons Rd. He reached out to Dorothy Morris of Office of State planning to find out how this property should be handled regarding the sewer and water.

Aaron Moore advised that Forest Landing is interested in coming into Town, with some conditions. The builders want the Town to move faster than the County. The builders are also concerned about the building permit costs, considering the Town does not offer any amenities. They are also willing to pay the impact fees for the police and maintenance but would like the fee waived for the parks and recreation. In return, they will leave 44 acres as open, wooded space.

Another point they would like to address is that the residents of Ingram Village and the residents of Forest Landing would both be paying the same tax rates, even though the Town has requested a homeowner's association for Forest Landing, which means the residents of Forest Landing would have more to pay out. Aaron Moore would like the Council to meet with the builders to discuss a path forward. Motion to permit Aaron Moore and Kim Hughes to have a separate meeting with the developers of Forest Landing – Tamara Skis. Second – Deborah Short. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore and Tamara Skis. Kimberly Hughes – Absent. Motion carried by majority vote.

Regarding Newdale Acres, the builders are still interested in annexing in, but no further information has been received as far as the progress goes with them.

- 9.7 Zoning Ordinance Update – Currently waiting on PLUS committee to give comments. Aaron Moore advised that the next topic the Council will have to discuss is industrial and open space to start discussing in July.
- 9.8 2021 Road Projects Update – Tabled
- 9.9 Website Management Update – Tabled
- 9.10 18238 Beach Highway Drainage and Water Quality Update – Tabled
- 9.11 McCaulley Ave signage Update – Tabled
- 9.12 Open Bids – Tabled
- 9.13 DelDOT Overpass – The overpass has been delayed a little due to COVID. Aaron Moore advised that they are going to have two sets of plans, and will be doing workshops in the fall. Aaron Moore had asked that the overpass have Ellendale's name on it much like the one in Milford and received information that they will match the aesthetics, with Council input.
- 9.14 Sussex County Sewer Capacity – Tabled

Park Opening Update – The governor had lifted most of the mandates that kept the park closed and the broken playground equipment was removed. Craig Eliassen advised that the regulations lead to the opportunity to open the park. Aaron Moore advised that the maintenance staff, Jamie Webb, had advised they would sanitize the equipment a few times a week. Aaron Moore also advised that if any restrictions were going to be put down, he would advise that the Council not rent the Pavilion for groups over a certain size for a while. Motion to reopen the park and clean it on either Sunday or Monday. Second – Deborah Short. Tamara Skis requested an amendment to include postings that aligns with current guidelines both from the state and from the CDC. Motion to reopen the park as soon as signage can be posted with the current CDC guidelines and that the park be cleaned once a week with an approved cleaning agent – Aaron Moore. Second – Deborah Short. Voting in favor of the motion: Virginia Weller, Deborah Short, Aaron Moore. Tamara Skis - Abstain. Kimberly Hughes – Absent. Motion carried by majority vote.

- 9.15 Playground equipment replacement – Aaron Moore received the quote for the equipment (\$10,410), installation (\$4,164) and shipping (\$832.82) for a total of \$15,412.82. Councilman Moore reached out to other representatives from the county and state requesting funding for the equipment, and he was waiting to hear back on the requests.