

Regular Meeting Minutes
Ellendale Fire Company
LOCATION CHANGE: 203 Main Street Ellendale, DE 19941
Tuesday November 11, 2020

At 7:00pm, the regular meeting was called to order by President Kimberly Hughes. A moment of silence held, and Pledge was recited. Due to COVID 19, the regular town hall meeting was held at the Ellendale Fire Company.

Roll Call: Sherita Perry present, Vice President Virginia Weller present, Tamara Skis present, Tanya D. Mann present, and President Kim Hughes present, and Town Solicitor seat vacant

Citizen Recognition: Program No Citizen Recognition in November

Approval of Agenda- Vice President Virginia Weller made the motion to accept agenda with the changes and Sherita Perry gave the second: with all in favor, motion carried.

Approval of Minutes- Vice President Virginia Weller made the motion to accept agenda with the changes and Sherita Perry gave the second: with all in favor, motion carried.

Treasure's Report: Tanya D. Mann made the motion to accept treasure's report and Tamara Skis gave the second with all in favor motion carried.

Police Report- Tamara Skis made a motion to accept the police report as read and Sherita Perry and Tanya D. Mann gave the second with all in-favor motion carried.

Solicitor's Report: No Solicitor was present

Old Business

Ingram Village on- street parking issues: Tabled

Comprehensive plan review updates: President Hughes asked did anyone catch anything that needs to change or to be removed from the comprehensive plan. Tamar suggested that we should take most of the history out of the Comprehensive plan and to move it to the history page. She said that the comprehensive plan should consist of two pages of history. President Hughes said, "It is about the growth of the town. It is about where we are going not about where we have been.

Community Up-date: President Hughes said "for committee up-dates she is going to bring us up to date in December, because of the conversation that she had with the Governor today. This topic needs to be brought back up in December. It looks like the state of Delaware is going back into a lock down stage. Tamar said that Maryland has went back into phase one and Delaware is usually behind them. Tamar asked what it looks like for our Covid-19. President Hughes said that we can add it to under new business because of the emergency.

Charter Changes Project: Tabled

Ingram Village Zoning Issue: Aaron Moore wrote a letter to The Town of Ellendale. President Hughes said that the letter was not signed, and that the town usually does not accept letters without the signatures, but she said that she knew it was from Aaron Moore because of the email address she has received letters from him in the past. *and it sounds like him*
accept Tamar asked does the town have electronic signature. President Hughes said no the town does not. President Hughes said that she understands where Aaron is coming from. She stated that she is not going to speak for the board. President Hughes said that the town was going to have a special meeting with planning committee, but it was cancelled. She felt as though the matter needed someone to look at its league. *D'Aquila*
Don McQuillen is getting some documents from someone that sits on the board of planning for Laurel. So that the planning committee of Ellendale can review. This will save the town some time and money by looking at other towns that are in the same zoning as Ellendale, Del-dot has told the town to use a definition that does not specify multiple family homes

to figure proper zoning and definition

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because we do not want to get into a lot of apartments. The town does not have a code enforcement officer to inspect. President Hughes said that she will take it back on herself to do the code enforcement work. She states that the town is understaffed. *the issues that brings and goes against what the Town wants in growth*

Tamara said that we have more high dollar things to go after and that we need President Hughes doing other things with her time. Two, if we are not following our own ordinance's how hard is it to put a temporary stay in place. The recommendation was to accept the verbiage and check with the zoning for clarification. We did a roll call vote, and everyone said yes to the verbiage. Everyone was given a packet of the plans from Insight Homes. This is what was purposed for their plans.

Sidewalk/ drainage issue at 311 Main St. President Hughes called Mr. Kirby back and told him that the gentlemen that has taken over has not contacted her yet. Someone is supposed to come next week and inspect it with President Hughes, she is not sure who is coming she just knows that someone from his office will be here to inspect it with her. Basically, because they have continued to build it caused an overflow. What is there is not a regular storage drain it is just a French drain there to catch the water. President Hughes goal is that the railroad take responsibility for what they have done. She is hoping that it goes well because sometimes they kick it back on to Del-Dot. Tamara asked does Del-Dot make the town aware of any improvement for the road before they do it. President

stated no, and that is half the problem because the town does not know and there forth, they cannot let the towns people know ahead of time.

Shorts Alley Down Tree property owner was given a deadline of October 30, 2020 to have tree cleaned up. This was more than ample time to take care of the tree. Stephine looked over the letter that President Hughes drafted. Stephine edited the letter and made the necessary changes. It was sent by regular mail and certified mail. The homeowner never signed off on the certified letter until November 4, 2020. The homeowner has not complied with the October 30, 2020 deadline. On November 7, 2020 the tree fell and took two other trees with it. The tree has been moved out of the road and the road has been opened back up. President Hughes asked if we are going to pursue this in court with the homeowner not fixing the violation? Take the chance of the judge saying he did not have time to make the changes because of when he received the certified letter. Tamara asked is the property in compliance with our ordinances. President Hughes says, no because of all the branches at the end of the property. Tamara said that she personally would like to give him 90 days to clean up the property to not pursue the other stuff if he can clean up the property in 90 days. Give him the opportunity to make it right with the town. Also, to have the fire company use it for their chain saw training. President Hughes says that will get the town in a position if you do it for one than you must do it for everyone. Tamara said that she would like to be the counsel that show some grace instead of the council that brings down the hammer on someone. Tanya asked is it possible with the 90-day letter that there is a resource to use the fire company is looking for new projects to do. Tamara and Kim said that they do not think it would be a good idea because it will be making suggestions for the fire company without really asking anyone. It is a regular town violation at this point. Tamara Skis made a motion to reissue a letter for the property owner to come complaint with in 60 days. With the condition that a solicitor can make any changes. A second by Virginia Weller with the motion all in favor so carried,

Decorum Policy- read by President Hughes. Tamara has explained that this is for the council as well as for the citizens that sit in the audience. To help control the problems that it brings. It will let us have rules in place for now and the future. President Hughes asked was there any further question/ Tanya said yes and mentioned that the decorum policy said that we should report to a town manager. The question was raised do we have a town manager. So, President Hughes said she was supposed to get the league terms for that title. So, we made the necessary correction to go to the town office. The second question that Tanya had did this include all of council for phone use and texting? President Hughes said yes it does include texting. President Hughes said that it does not include texting, but it means not to be on your phone and to pay attention to the meeting that we are in. It should not be a major distraction in the meeting. Virginia Weller made the motion and Sherita Perry second with a roll call

legal

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vote Virginia Weller yes, Sherita Perry yes, Tanya D. Mann yes, and Kim Hughes yes. Tamara Skis did not vote because she wrote the decorum Policy.

New Business

Election & Election Board President Hughes said that there are two seats open this year. They are President Kimberly Hughes and Treasure Sherita Perry. It will be posted December 23, 2020, because there are deadlines to meet. The election cannot be more than twenty days before twenty days before. It will be posted and put in the local paper. Tamara asked if we can post on social. President Hughes said yes it can, but we are not required to post it there. The election will be January 2, 2021. Our next meeting will be Tuesday January 5, 2021. We need a three-person election board. Tamara asked when the last time is an election was held. President Hughes said it was before here time.

Insight Homes Proposed Building Plans- Ingram Village At this time they are held up because of the restriction on Ingram Village. They are working with the town and Ingram Village. Tanya asked will Insight homes take over in the future. President Hughes said no not unless they make that purchase.

Higher New Attorney Tamara Skis made the motion to accept the new attorney/ solicitor Craig second by Sherita Perry and Virginia Weller. We did a roll call vote Sherita Perry yes, Virginia Weller yes, Tamara Skis yes, Tanya D. Mann yes and Kim Hughes yes all in favor so carried. Virginia asked if we should change the date because attorney Craige is only available on Wednesday. Virginia also asked was it in the charter. President Hughes and Tamara stated that it only says we must have a day of the month not a specific day of the week. Tamara made a motion to move the December meeting to the first Wednesday in December.

Recognition of Visitors None present

Covid 19 Plan We do not know what that will look like. We know that there is a possibility to go back to phase one or 50% seating for restaurants. We need to have a plan in action because we will not be meeting here in the building. Tamara stated that she likes the Zoom meeting. Tamara is going to do a test night for all board members for the Zoom program.

Adjournment 9:38

Adjournment Motion made by Tamara Skis all agreed so carried.

Kim Hughes

12/11/2020