

Regular Meeting Minutes
Ellendale Fire Company
LOCATION CHANGE: 302 Main St, Ellendale, DE 19941
October 6th, 2020

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

3. Roll Call: Kim Hughes, President – Present; Virginia Weller, Vice President – Present; Sherita Perry, Treasurer – Present; Tanya D. Mann, Secretary – Absent; Tamara Skis – Present

For Residents in attendance, refer to sign-in sheet.

4. Citizen Service Recognition – None

5. Approval of Agenda: Kim Hughes - Changes were made to the order, but no other changes were made. Tamara Skis – Motion to approve the agenda. Virginia Weller – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Mann, Skis. Motion Carried.

6. Approval of Minutes: Virginia Weller – Motion to accept the minutes as provided. Tanya Mann – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Mann, Skis. Motion Carried.

7. Treasurer's Report: Kim Hughes spoke on Treasurers Report. Incoming violation fees from past three years is coming in. Grant money was paid out. Municipal Street Aid grant came in with changes in funding due to population changes and Fiscal Year 2021 Violent Crime Grant came in. Property taxes are still being paid. Operating expenses, payroll, utilities, and maintenance were paid. Tanya Mann requested to get the report in larger font. Kim Hughes said she can do that. Tamara Skis – Motion to accept the Treasurer's Report. Virginia Weller – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Mann, Skis. Motion Carried.

8. Police Report: Council was presented with the September 2020 Police report. 152 hours in total, broken down as 39.5 hours of patrol, 44.5 criminal investigation hours for six investigations, 8 hours of special duty for Office of Highway Safety speed enforcement covered by a grant, 8.5 court hours, 59.5 administrative hours. Total traffic stops – 27, total traffic arrests – 22, total criminal business checks – 21, total criminal arrests – 3. Highlights for the month included three wanted subjects apprehended, Chief VonGoerres completed the Law Enforcement Accountability Legislative Task Force survey as requested by the Delaware Legislative Committee, the town police department was awarded \$8,854.03 from the Violent Crime Fund, the town police department received a portable radar speed display dolly, and the police department applied for the Fiscal Year 2021 state SALLE Funds. Tamara Skis stated that she likes that they are including events beyond just the arrests in their reports. Sherita Perry – Motion to accept the September 2020 Police Report. Tamara Skis – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Mann, Skis. Motion Carried.

9. OLD BUSINESS

9.1 – Tabled

9.2 Comprehensive Plan Review: DeIDOT is pushing for a bike path starting in Ellendale and working along Reynolds Pond Road where it would connect to Isaacs Rd (Rt 30) and continue along a path that would have it eventually connect with Lewes. They would like that included in the Comprehensive Plan. Other notations have been included. Town Council will set up a Comprehensive Plan Meeting before the November council meeting. Tamara Skis stated that if the state agency responsible for approvals says we should do that, there is no reason to go against it. Kim Hughes agrees.

9.3 Committee Updates: Kim Hughes opened the floor to Committee chairs. Roxann Moore spoke on a new sleigh she purchased that could be used for the town Christmas festivities. Kim Hughes said the tree is hanging on. Tamara Skis said that since we are not having a trick-or-treat, perhaps the town could have a costume contest where kids submit pictures of their costumes to show them off. Roxann Moore suggested maybe changing it to "Show Your October Spirit" for families that do not participate in Halloween. Virginia Weller – Motion to allow Tamara to use the town website and Facebook pages for that contest. Sherita Perry – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Mann, Skis. Motion Carried.

Aaron Moore spoke on Land Use Committee, question on meeting with Town Council for one large meeting or emailing each other back and forth to come up with a consensus prior to meeting with the Town Council. Kim Hughes addressed those present that the Land Use Committee was tasked with looking into the Industrial Zoning for the town, Land Use maps, and the Comprehensive Plan for future annexation. Office of State Planning recommended coming up with deals to entice annexation. Tanya Mann said her preference is for everyone to work independently. Tamara Skis her concern is getting caught in a back-and-forth loop of waiting for feedback. Roxann Moore recommended having a workshop. Tamara Skis stated whether the council is interested or not, the council members must get more involved and members must do more, it is what council signed up for. Tamara recommends having special meetings. Kim Hughes asked if there is a night that works better than any other, needs at least a week to post the meeting announcement. Tanya Mann said Wednesday's work better for her. Tamara Skis asked about Wednesday, October 14th. Aaron Moore said he could be ready by then. Kim Hughes said that Wednesday, October 14th at 6:00 pm would be the tentative date pending fire company approval for the hall. Additional committee members are needed because the Board of Adjustments is short one member and the Land Use Committee has an even number of members. Virginia Weller stated she would voluntarily come off the Land Use Committee to make an odd number. Chaz Schmitt said that the fire hall was available for use on October 14th and that the town could use it.

9.4 Charter Change Project – Tabled

9.5 2018 Audit: Kim Hughes said the new book was received and the letter that was requested. The town requested a letter as to why the audit took so long, a letter was received saying because of the auditor's errors and COVID, the audit was delayed.

Tanya Mann was excused from the meeting.

Virginia Weller – Motion made to accept the revised 2019 audit. Sherita Perry – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Skis. **Absent** – Mann. Motion Carried.

9.6 Ingram Village Zoning: Kim Hughes stated that DeIDOT came up with a solution to zoning in Ingram Village, using the Mixed-Residential (MR) designation for Ingram Village. Changes will be made on the map and brought before Town Council. Tamara Skis – Motion made to use MR – Mixed Residential on

the zoning maps. Virginia Weller – Seconded. **Voting in favor of the motion** – Hughes, Weller, Perry, Skis. **Absent** – Mann. Motion Carried.

9.7 Overview of Backpack Event: Kim Hughes spoke on the Backpack Giveaway event. Things ran smoothly, more of a turnout for the flu shots than the backpacks. Walgreens has donated 20-25 backpacks for next year.

9.8 Sidewalk and Draining Issues for 311 Main Street: Kim

Hughes has contacted the railroad representative from DeIDOT and has not received a call back. Kim will call Mr. Kirby back to get things moving forward. Past railroad projects have caused the road build-up that have created the drainage issues.

9.9 Annis Special Permitted Use– Tabled

10. NEW BUSINESS

10.1 Discussion of Industrial Definition for Zoning– Lawyer does not believe the town needs anything broken down into Industrial Zoning right now. Lawyer said that in places like the Town of Georgetown, anything that falls into an Industrial use is covered under Commercial zoning, and they do not have Industrial Zoning separated from Commercial Zoning.

Tamara Skis – Doesn't that allow some of the things we do not want in town to be able to move in now?

Kim Hughes – It has to be zoned for it.

Aaron Moore – Georgetown has 4 different types of Industrial within their commercial zoning. They have each have their requirements; larger setbacks, not allowed near schools.

Kim Hughes – That is what the lawyer was going to check. She thinks we are good in the umbrella of commercial. Just because she does not feel like we do not need it, does not mean that we don't feel like we need. Still want it worked on so that we are covered for our potential growth.

10.2 Certificate of Occupancies – Tamara Skis was questioning whether there were requirements of Ingram Village regarding color schemes. She advised that two houses on what she believes is Jenny St are the same color green. She also questioned the Certificates of Occupancy and if we were still issuing even though the developer has not met their obligations so far

Kim Hughes – The county issues Certificate of Occupancies. The deed restriction would have the color requirements, not the town.

Aaron Moore – When working with Mr. Nutter, there were restrictions put into place that did not allow you to have the same floor plans. They had to be different structurally and aesthetically.

Tamara Skis – Another concern is that the side entrance continues to get worse.

Kim Hughes – It is.

Tamara Skis – People are using it because it is convenient since they do not have to use 16