

**MINUTES OF THE TOWN OF SELBYVILLE
TOWN COUNCIL MEETING JANUARY 6, 2020**

1. Opening of the Regular meeting –

- A. Mayor Murray opened the meeting by welcoming everyone.
- B. Mayor Murray led the audience in the Pledge of Allegiance.
- C. Presentation of the Minutes of the December 2, 2019 meeting by Mayor Murray. Councilman Smith made a motion to dispense with the reading of the minutes and to approve them as presented. Motion seconded by Councilman Tingle and carried by all.
- D. Presentation of the December 31, 2019 bills by Mayor Murray. After review by the Council, Councilman Smith made a motion to pay all bills as presented. Motion seconded by Councilman Tingle and carried by all.

2. Mayor's Report & Comments:

Mayor Murray presented the following:

A RESOLUTION PROPOSING THAT A PUBLIC HEARING BE HELD ON MONDAY, FEBRUARY 3, 2020, AT 7 O'CLOCK IN THE EVENING, PREVAILING TIME, AT THE TOWN HALL, 1 WEST CHURCH STREET, SELBYVILLE, SUSSEX COUNTY, DELAWARE, ON THE SUBJECT OF REVISING, UPDATING AND AMENDING THE COMPREHENSIVE PLAN FOR THE TOWN OF SELBYVILLE, INCLUDING, BUT NOT LIMITED TO THE TEXT THEREOF AND ALL MAPS ATTACHED THERETO.

Councilman Tingle made a motion to adopt this Resolution. The motion was seconded by Councilman Smith and carried by all.

Mayor Murray reported we had a huge successful Christmas Parade and thanked the Rotary Club for their endeavors. He stated things are moving along real well in town. It seems everyone is settled in the new Town Hall and all the departments are doing well.

3. Visitors in Attendance:

Zack Evans from Mountaire and a member of the Southern Sussex Rotary thanked the town for their participation and help with the Christmas Parade. He reported the Santa house would be moved within the next ten days or so. Mr. Evans also reported that Mountaire did their food packing at Christmas event in which 2,500 packages were created. The volunteers were greatly appreciated and did a great job. They will have another food packing event before Easter.

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Amanda Irwin from Mountaire gave an update on the storm drain they are working on that runs from Hosier St. to Church St. The condition of the pipe is fine but the contents seems to be a problem with sand and silt in it.

Ms. Irwin stated she had talked to Councilman Smith on Sunday morning about a parking problem with two trailers that were in the warehouse and she contacted the operations center to have them removed and realizes this needs to be corrected 100% of the time. Councilman Smith stated that in front of the cage repair they are stacking cages outside of the building and that is not part of the agreement. They should be inside. Ms. Irwin agreed with him. Councilman Tingle asked if the cameras were operational yet. Ms. Irwin stated they were. Councilman Tingle stated he saw one truck that is not abiding by the rules. Ms. Irwin saw the same thing and it seems to be one specific truck driver that is doing it all the time and he has been advised not to do it anymore.

Ms. Laura Madara, a resident on Polly Branch Rd. complimented the Police department on the enforcement of speed control on Polly Branch Rd. Councilman Smith stated the speed limit is 25 miles per hour but yet they have a passing lane and he feels it should be single double lines all the way down that road. Stacey reported a letter has been sent to DelDOT requesting it be 25 miles per hour and also that it should not have any passing lanes. We have to have a lot of data to send to them to confirm the problem.

Ms. Susan Kirsch, a resident of Lighthouse Crossing, thanked Stacey for her support of the Library. They have received a grant from the Delaware Library Association in the amount of \$500.00 which will allow them to have their summer program every day. Ms. Kirsch reminded everyone of the Mardi-Gras coming up at the Library on February 8, 2020.

Ms. Jackie Berger, a resident of Lighthouse Crossing reported the speed limit signs have not been changed since the paving has been completed. Chief Collins stated the ones by Bunting's Mill have not been installed yet either. He will reach out to the contractor to find out when this will be completed.

Ms. Dawn Thompson questioned about the status of the Revitalization Committee. Stacey reported there will be a meeting tomorrow. They are moving forward. With a population under 9,000 we could have up to 95 acres that could be possibly designated as this district. All of the 95 acres have to be contiguous to the Town to qualify for the Downtown Development District and if any investors come in and purchase that they could apply for more money through the State of Delaware and could get up to 20% back on their investment.

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4. Reports

A. Police Report – J. Murray

Councilman Murray stated there was 327 calls for service, 109 tickets and 22 different arrests during the month of December and we received \$2,149.57 in fine money for the month of November. Chief Collins reported the newest officer is now on the road by himself. He is doing a good job. There will be two vehicles going on Monday to be marked up with our emblems on them. On Facebook it was reported about a road rage incident where someone pulled out a gun. That subject was bound and arrested within minutes of the incident. Chief Collins encouraged people to call 911 to report these incidents as opposed to posting pictures of the incident on Facebook. The response time would be much quicker. There will be Pizza with the Police on Friday, January 17, 2020 at the Library at 11:00 a.m. Chief Collins was asked if they were still hiring. He stated, not at this time. They are waiting for the budget to pass and they will go from there. Currently they have nine full-time officers and four part-time.

B. Code – S. Long

See report for the month of December. Stacey also reported that the painting at Autumn Apartments is moving forward.

C. Water Report – R. Duncan

Councilman Duncan stated we are still in compliance with all State and Federal testing requirements. We continue receiving awards for maintaining consistent levels of Fluoridation and treatment system. He gave kudos to all of the employees. The award will be presented to Ron. Daily testing continues to be done. The employees are replacing MXU's and repairing meters. A flow test has been done for the Coastal Village property. Two hydrants have been replaced on Polly Branch Rd. and Rt. 113.

D. Public Works – R. Duncan

See report for the month of December. Councilman Duncan reported George, Doug & Ron have been replacing meters, delivering trash and recycle containers & assisting in the water plant.

E. Recreation – R. Duncan

No report for the month of December.

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F. Sewer Report – F. Smith

See report for the month of December. Councilman Smith reported that the plant performed within the required permit parameters for the month. The 2,500 gallon magnesium tank and mixer has been delivered and will begin to be installed in January. The slide gate repair will begin in January or February. Jason Loar, the Town Engineer, reported the survey is done and the next step is to meet with DeIDOT about the alignment of the pipe for the installation of a force main from Lighthouse Crossing to the sewer plant before we can continue with the project. Councilman Smith asked about the covering of manholes on Polly Branch Road since it has been paved. Jason stated that DeIDOT needs to be notified about that and it needs to be corrected by them. Also at that time they need to be checked to make sure they can be opened and to check the valves as well so they can be accessed.

Jason also reported they are helping Bettina with her year-end Industrial permit paperwork.

G. Planning & Zoning – J. Murray

Councilman Murray reported there was a meeting held on December 11th with all members present. The first item on the agenda was a request for a subdivision on the property located at 16 E. Church St., District 5-33, Map 16.12, Parcel 89.00 currently owned by Susan Steele. She wants to subdivide her lot into two lots and sell one. A variance has already been granted on the minimum lot size required. The Planning & Zoning Commission recommends that the request for a subdivision be granted. Councilman Duncan made a motion to accept the Planning & Zoning recommendation to grant the request for the subdivision of this lot. Councilman Tingle seconded the request and was carried by all.

The second item on the agenda was preliminary site plan approval for Coastal Villages located on Hudson Road on the east side of Town. The entrance will be off Rt. 54 & Hudson Rd. District 5-33, Map 17.00, Parcels 71.00, 72.00, 73.00 76.00, 82.00, 94.00 and 251.00 and also District 5-33, Map 17.00, Parcels 10.00 and 87.00. There will be 700 lots over a period of time. There will be RV Boat storage and different house products. It meets all of the different codes. It will probably be a 15 year project. It will also contain pools, tennis courts and lakes. They need DeIDOT approval which is quite cumbersome. It will have high to moderate income homes. The Planning & Zoning Commission recommends the preliminary site plan be approved knowing there will be a few minor changes to the final plan as presented. Councilman Tingle made a motion to accept the recommendations of the Planning & Zoning Commission to accept the preliminary site plan approval. The motion was seconded by Councilman Duncan and approved by all.

The third item on the agenda was a Conditional Use request from Mountaire. This request had to be tabled at this time due to the storm drain problem they are currently working on.

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H. Industrial Park – C. Tingle

No activity for the month of December.

I. Annexation – C. Tingle

No activity to report for December.

J. Administration Report – C. Tingle

Councilman Tingle reported everything seems to be working well at the new Town Hall. The generator seems to working well also.

K. Administration Report – S. Long

Stacey has been working on the draft budget for the fiscal year 2021 beginning February 1, 2020. She has met with all department heads and it has been submitted for internal review by the commissioners.

We have a request from the Friends of the Library asking if the Town would sponsor the benefit that they are having on February 8 for the Mardi-Gras benefit from 6 p.m. to 9 p.m. at the Library. Councilman Duncan made a motion to sponsor this affair in the amount of \$500.00 which includes publicity, 4 tickets and 4 complimentary beverages. The motion was seconded by Councilman Tingle and carried by all.

Stacey also reported the recycle rates have increased through our outside contractor. She is recommending the recycling rate be increased by 80 cents per month.

The next item on her agenda was the mention of a meeting on January 17th with Councilman Smith, Councilman Murray and her with Hans Medlarz of the Sussex County Engineering Department to discuss the Ocean Outfall agreement.

In conclusion, Stacey reported the Comprehensive Draft Plan has been officially released and can be seen on our website. It has been submitted to the Office of State Planning. It is still going through internal review, state review and a couple of maps still need to be updated. Hopefully the adoption of the Comprehensive Plan will be ready in April. There will be a PLUS review through the state to be held on January 22nd.

5. Executive Session

There being no further business to discuss Councilman Smith made a motion to adjourn the Regular Session and go into Executive Session to discuss Legal matters. Motion seconded by Councilman Tingle and carried by all.

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Mayor Murray adjourned the regular session to go into executive session to discuss legal matters and thanked everyone for attending.

Respectfully submitted,

Deborah L. McCabe
Secretary/Treasurer

Executive Session