

APRIL 4, 2016

April 2016 Recorded Record of Motions, Introductions & Agreements Galena Mayor and Council Meeting

The Meeting was called to order by Council President Carroll, 7:00 p.m. on Monday, April 4, 2016.

Those in attendance were Council Members' Bud Felty, John Carroll and Jackie Duhamell. Also in attendance: Town Attorney Tom Yeager; Town Manager, Sharon Weygand, Clerk/Treasurer, Barbara Shaw; Chief Deputy Culp, Kent County Sheriff's Department. Absent from the meeting was Mayor Sam Sessa, Council Member Harry Pisapia and Town Engineer Peter Bourne.

Motions:

February Treasurer's Report: **Council Member Felty motioned to accept the February Treasurer's Report as read; Council Member Duhamell second motion, all present were in favor.**

WWTP Signature Approval for Contractor's application: Sharon Weygand, Town Manager requested to allow Council Member Bud Felty or herself to sign the contractor's application for payment. Since the Mayor is not available to sign and this would help to keep construction on schedule. **Council Member Duhamell motioned to accept Council Member Bud Felty or Town Manager Sharon Weygand to sign the Contractor's application, Council Member Felty second motion, all present were in favor.**

Republic Service Contract Renewal-Trash Removal Co: Our contract is up July 31, 2016, there has not been any complaints. They have been doing a great job. Renewal will be for three (3) years with a 3% increase each year. Subject to the town's review of services, a right of renewal may be approved by the town council and then a contract addendum will be initiated. **Council Member Felty**

motioned to allow a three (3) year contract renewal with Republic Services with an increase of 3% each year and allow the Town Attorney to prepare a Contract Addendum, Council Member Duhamell second motion, all present were in favor.

Vacation Days: the Town Clerk Barbara Shaw is requesting to take Fridays off starting April 22, 2016 until the end of June. **Council Member Felty motion to accept the office being closed on the selected Fridays, Council Member Duhamell second motion, all present were in flavor.**

Dogwood Festival special permit to sell beer: Dogwood Chairperson John Carroll requested a special one day permit to be able to sell beer at the festival. With much discussion about concern over being a family day, it was decided to keep the beer wagon 200 feet from the children's area. **Council Member Duhamell motioned to accept having a beer wagon for Dogwood Festival and keeping the beer wagon 200 feet from the children's area, Council Member Carroll second motion, all present were in flavor.**

Approval of the April 4, 2016, Audio Minutes: **Council Member Duhamell motioned to accept minutes as recorded; Council Member Felty second motion, all present were in favor.**

Adjournment: There being no further business to come before the Mayor and Council, **Council Member Felty motioned to adjourn the meeting; Council Member Duhamell second motion, all present were in favor.** Meeting was adjourned at 8:30 p.m.

Agreements/Comments:

Approval February 01, 2016, Recorded Record of Motions, Introductions & Agreements: To be approved at the May Meeting.

Approval March 7, 2016, Public Hearing-Ordinance 2016-01 minutes: To be approved at the May Meeting.

Approval March 7, 2016, Recorded Record of Motions, Introductions & Agreements: To be approved at the May Meeting.

New Conference Table/Town Hall: Due to the upcoming WWTP Process meetings the staff requested a larger table in the hall. The cost is around \$500-\$600. The council present were all in agreement to purchase the table.

Chief Deputy Culp advised that \$506.37 of overtime funds were used in March leaving a balance of \$3,215.88. 5 calls for service, 2.5 hr foot patrol, 8.5 hrs vehicle patrol, 13 traffic warnings and 12 citations and the Sheriff's Rx Round Up will be held at Galena Volunteer Fire Company on Thursday, April 7, 2016, 4:00-6:00 p.m.

Water/Sewer Report: MES will be flushing the fire hydrant on April 7, 2016. There was one ammonia violation for the month of March. Last month we received an ammonia violation penalty for February & March of 2014 and 2015 from MDE. Town Manager sent a letter to Sharon Talley Chief Enforcement Division Compliance Program in regards to the penalty of \$2,000.00 associated with total nitrogen violation. The Town has asked for it to be waived. Ms. Talley will be getting back to us. Town Manager will be asking for Consent Order Extension.

Corrosion Control's Contract: Our Town Attorney presented First Addendum to Water Tank Maintenance Contract, Town Manager suggested to send the Addendum to Corrosion Control's first since the Mayor is not present tonight.

Sassy River Market/Drawing Agreements update: Our Town Attorney has amended the drafted agreement to state the address of the property and detailed documentation showing the Town is responsible for the manholes. Attached also a temporary easement to allow the Town to work on the property. The Council would like more of a design document. Town attorney has also drafted an easement between Firehouse Antiques and Sassy Market, Beck/King, LLC for the lateral line to run to Firehouse Antiques. This would state that the Firehouse Antiques are responsible for the lateral line. What we need now are the drawings of the lateral lines. Both the easement and the drawings would be recorded in the land records. Town Manager is going to ask for the drawings from Town engineer by April 18, 2016. Gives a week to review and present at next meeting.

Town Manager & Zoning administrator's Report:

WWTP-Update: Preconstruction Meeting was held on March 21, 2016, at 10:30 p.m. (funding agencies, permitting bodies, owners, contractor, engineer, inspector, etc.). Notice to Proceed was issued on March 22, 2016. Currently the contractor is in the process of clearing the site. Double locks have been put on the gate. We will have tentative ground breaking ceremony for Wednesday, April 27, 2016. Next Progress Meeting will be held on Monday, April 18, 2016 at 10:30 am at the Town Hall.

MDE Annual Report: Town Manager represented the MDE Annual Report, stated that the Town of Galena's Comprehensive Plan be reviewed very ten years.

MDE Grant Funding: On March 9, 2016 the Board of Public Works approved new grant funding up to \$3,567,858.00 to the Town of Galena for Galena WWTP BNR/ENR.

Water/Sewer Rate Study: A Workshop was held on March 16, 2016 with AECOM. Discussion was on the general rate structure alternative, existing users, existing rates, reserve funding, connection fees, and establishing a Water Sewer District.

FEMA: A grant was submitted to be reimbursed for snow removal and Barbara will be attending the meeting on April 8, 2016 with the Kent County Public Works.

KCI Agreement: The KCI Agreement with Town Engineer Peter Bourne was signed on March 16, 2016.

Park & Tree Committee: next meeting will be held on April 18, 2016 at 7 pm.

Arbor Day Ceremony: The Arbor Day Ceremony will held on Friday, April 22, 2016. The 3rd and 5th Grade Students from Galena Elementary School will be attending and the poster contest winner will be present as well.

Tree City USA/Plant Green Award: The Town of Galena received awards for 2015. This year "2016" will be Tree City USA 40th anniversary.

Proclamations: The following proclamations were presented Arbor Day, Fair Housing Month & Family Day in Galena.

Banner City: Clerk Treasurer reported documentation was submitted to MML for Banner City Award.

Franchise agreement for Comcast Update: The Town received a letter from Comcast stating they have had to contact outside legal council for advice.

Town Clerk spoke about running an ad in Kent News for Appreciation to Firefighters, council members agreed to run the ad.

Grinder Pumps: Mike Piasecki resident at 107 Laura Lane spoke about paying \$40,000 an impact fee and supply the Town with two (2) grinder pumps back when he started his development. Mr. Piaseck is requesting the Town to reimburse him for the two grinder pumps. Council Member Carroll explained there is a Rate Study for a Sewer District for Laura Lane. When the study is completed there will be a public hearing so that resident came respond with their concerns.

Respectfully submitted,

Barbara A. Shaw

Clerk-Treasurer