

FEBRUARY 1, 2016

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

The Meeting was called to order by Mayor Samuel F. Sessa, II, 7:00 p.m. on Monday, February 1, 2016.

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

Motions:

Approval of the January 4, 2016, Recorded Record of Motions, Introductions & Agreements: **Council Member Carroll motioned to accept the Minutes as written, Council Member Duhamell second motion, all present were in favor.**

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

Corrosion Control's Contract: Corrosion Control is in breach of their contract as there has only been one inspection since 2012. Council recommended to have our Town Attorney Tom Yeager to write a letter requesting an inspection within 90 days and to not pay 2016 bill until after the inspection. Also we should be given a credit for the years we have paid and had no inspection done. **Council Member Duhamell motioned to accept sending a letter to Corrosion Control to have an**

inspecting done within 90 days, Council Member Carroll second motion, with all present in favor.

Approval of the February 1, 2016, Audio Minutes: **Council Member Carroll motioned to accept minutes as recorded; Council Member Duhamell second motion, all present were in favor.**

Adjournment: There being no further business to come before the Mayor and Council, **Council Member Carroll motioned to adjourn the meeting; Council Member Duhamell second motion, all present were in favor.** Meeting was adjourned at 8:31 p.m.

Agreements/Comments:

KCI Agreement: Engineer Peter Bourne-KCI approved the changes and the agreement is still pending.

Mayor and Council were given at the last meeting a Planning and Zoning recommendation to review for Text Amendments-Article V. District Regulations:

Section 1. R1 Single Family District, 1.3 Accessory Uses-Add Item #11 Commercial Vehicles

Section 3. C1 Commercial District, 3.2 Permitted Uses-Add Item #11 Automobile Repair Shop & #12 Boat Repair and Maintenance Shop and 3.3 Permitted Accessory Uses-Add Item #3 Outdoor Storage. The Text Amendments 16-01 – Article V was introduced and will advertise for a Public Hearing next month.

The new water and sewer accounts that were originally set up with Peoples Bank are not interest bearing, will have the accounts changed to be interesting bearing. New signature cards will need to be signed. Council agrees to make the changes.

Sassy River Market/Drawings-Agreements-update: Sassy's Market agreed with the drawings but had a concern about the abandoned man hole. The Town will continue to maintain the abandoned main hole. Town Attorney Tom Yeager will move forward with the agreement.

Town Manager & Zoning administrator's Report: There was no meeting for Planning & Zoning in January due to snow. Next meeting is February 29, 2016, at 6:00 p.m. and a workshop will follow.

The Town purchased an iPad and application from 64 seconds to be able to map all the meters, grinder pumps, manholes, and main. The Town also purchased a metal detector.

Code Enforcement: Briscoe Manor code enforcement was done on 1/5/16 found no permit was obtained to replace the roof. Permit was obtained on 1/6/16 with no problems. Final inspection was done 1/22/16.

Census Report for new privately-owned housing units was mailed on 1/14/16. There was no new homes constructed in 2015.

MDE Grants: Drinking Water Project grant applications were sent to MDE on 1/20/16. 1) Galena Water system Generator \$40,000.

2) Water Meter Replacement Project \$40,000.

WWTP: USDA & MDE were mailed concurrence bid packets to review. This will take approximately 30 days. On February 1, 2016 the Town received MDE's bidding approval. We are still waiting on approval from USDA. Once we receive this letter, a Notice of Award will be issued. Town is looking forward to issuing the Notice to Proceed letter around mid-March to early April.

MDE Agreement for Amended Biological and Enhanced Nutrient Removal Cost-share was signed by Mayor Sessa on 1/19/16. This agreement increased the percentage rate from 50% to 75% for eligible BNR and ENR cost.

The NOIA Permit was revised from 1.11 acres to 1.95 acres.

Town Parking: There was a complaint from a resident about the Town Parking lot not being plowed during the snow storm. Our Maintenance person Warren Walters said the reason it was not plowed is because with parking lot being made of stones, it's hard to get the plow down enough to clear the

snow. If the plow is lowered down all the way this will push all of the stones into a pile and come grass cutting time it is possible the stones would be in the grass which could possibly hit someone or break a window. The resident took upon themselves to plow 3 parking spots which is a liability and caused our Maintenance person to have the stones raked back into the parking lot.

202 Maplewood – On December 14, 2015, boring was done to install underground electrical line by Delmarva Power subcontractor Utility Mine Construction Service. Water main location was not completed. While boring the company hit the water main. The Town called in Linstrom Construction to repair the water main leak and damage. The cost of the repair was \$8,537.46. A claim was filed with our insurance company LGIT. We should be receiving a check for \$8,287.46, this includes the deductible of \$250.0. LGIT will file the necessary paperwork to Delmarva Power for reimbursement. A utility locate was done by Master Locator for Maplewood Ln on January 8, 2016. Warren Walters, Maintenance person was shown where the water lines are located.

SHA- A letter was sent on January 28, 2016 in regards to their letter the no turn sign will remain. The Town has requested the no turn sign be removed so that traffic can continuously flow. In addition, the town looks forward to SHA investigating the flooding and parking issues at Firehouse Antiques.

Sub-Divisions-Donna Handbidge/Church Meadows (Grinder Pumps): Ms. Donna Handbidge of Wilmington DE, who is the original property developer and currently owns 104 Laura Lane, called and reported she has not found any paper work on Laura Lane, but has a place in Virginia and will be checking there. The Town Manager sent letters to the Laura Lane residents notify them that we will be coming on the resident's property to locate the grinder pumps and if you do not want us on your property please notify the Town Office. Mr. Bourne, our Town engineer and Warren Walters, our Maintenance person on January 29, 2016 located exactly where all the grinder pumps are which are located on the resident's property. The early selling lots (100,102,104,106) have grinder pump stations that are located closer to their homes and greater than 30 feet from the front property lines. The remaining lots/homes have their grinder pump stations very close to the front property line but still predominantly on the home owner's property. Mr. Creed resident at 108 Laura Lane said he has documentation but will not share this information with us.

AECOM- Sharon and Barbara will be having a meeting with AECOM about the Rate study on February 2, 2016. Might need to meet with Council in March concerning Rate Study.

Franchise Agreement for Comcast Update – Town Manger reported we have 2 issues that still need to be worked out. The Attorney for Comcast and Our Town Attorney will consult.

Council Member John Carroll presented a Petition for the Restrooms in the Town Park. Town Resident Phyliss Kacher walked around the town with the petition and over 100 signatures were collected. The Restrooms will be put on the Agenda for the March meeting.

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Barbara A. Shaw

Clerk-Treasurer