

**TOWN OF ELSMERE
COUNCIL MEETING MINUTES
JULY 12, 2018
TOWN HALL
6:30 p.m.**

CALL TO ORDER: Councilman Hurst called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

MOMENT OF SILENCE:

ROLL CALL:

MAYOR	ERIC SCOTT THOMPSON	ABSENT/EXCUSED
1 ST DISTRICT	MARIANNE SKIPSKI	PRESENT
2 ND DISTRICT	TED PFIRRMANN	PRESENT
3 RD DISTRICT	ROBERT KACPERSKI	PRESENT
4 TH DISTRICT	CHARLES MCKEWEN	PRESENT
5 TH DISTRICT	JOANN I. PERSONTI	ABSENT EXCUSED
6 TH DISTRICT	BRIAN HURST	PRESENT

Town Solicitor, Edward McNally – Present

Town Manager, John Giles – Present

Chief of Police, Laura Giles – Present

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

Minutes of the June 6, 2018 Special Council Meeting.

ACTION: A motion was made by Councilwoman Skipski to approve the minutes of the June 6, 2018 Special Council Meeting with no corrections. The motion was seconded by Councilman Hurst.

VOTE: 5-0 with 2 Absent All-in-favor Motion carried

Minutes of the June 14, 2018 Council Meeting.

ACTION: A motion was made by Councilman Pfirrmann to approve the minutes of the June 14, 2018 Council Meeting with no corrections. The motion was seconded by Councilwoman Skipski.

VOTE: 5-0 with 2 Absent All-in-favor Motion carried

OLD BUSINESS:

Update concerning the signing of a lease with New Castle County for the Elsmere Library.

Town Manager John Giles stated that the Town has signed a lease with New Castle County with the following terms:

- It is a three-year lease expiring June 30, 2021.
- The payments remain the same at \$4,644.81 per month or \$55,728.00 per year.
- The contract has been signed by us and returned to the County who has it in their legal review section.

NEW BUSINESS:

Discussion of a change order for the Taylor Road Bridge Project.

Town Manager John Giles stated that he has authorized a change order for the Taylor Road Bridge Project. The change order adds the replacement of the sidewalk in the area of the bridge repair. The contractor offered to do the work for ½ of normal costs. We will pay \$3,800.00 in additional funds. In addition, the contractor GFP Cement Contractors LLC, is the company who has purchased the Sobieski building on Hadco Road and will be moving their business to the Town.

DEPARTMENTAL REPORTS:

Code Enforcement

Town Manager John Giles presented the written report and added the following information:

1. The department issued 48 citations during June. 23 were corrected, 24 fines were issued and 1 remains pending.
2. There were 4 properties that were deemed nuisance properties and had violations written.
3. The department ordered 1 abatement.
4. He intends to re-evaluate the abatement process to consider having abatements completed by contractors. This would be more expensive for the homeowner. However, it would free up time for our Public Works Department, that they currently spend on these abatements. All other parts of the process would remain the same, where unpaid fees are moved to a Special Tax Lien.

Finance

Town Manager John Giles presented the written report and added the following information:

1. The department received \$26,694.00 in transfer tax.

Public Safety

Chief Laura Giles presented the written report and added the following information:

1. The department has seen a lot of thefts from mostly unsecured vehicles. On Filbert Avenue, Officer Franzone was able to collect some fingerprints, which led to two hits in the system, meaning they have suspect information.
2. The 2006 Crown Victoria the department received from New Castle County is in the process of being taken out of service. She has been approached by one of the Towns residents who is a quad-amputee who would like to purchase the vehicle. He is offering \$1,000.00 for the vehicle. Linda pulled the records for the last Crown Victoria the department auctioned and learned it was sold for \$510.00. Therefore, she intends to go through with the sale. The sale will include the light bar, but the red and blue lights will be removed.
3. The department has partnered with the Public Works Department and is in the process of installing a Fallen Officers Memorial under the flag pole on Poplar Avenue. There is a landscape box with stones beneath the flag, they will be getting a sign that indicates what the memorial is and the number of "Line of Duty Deaths" for the current year and the previous year, as well as, blue and silver pinwheels. There will be one pinwheel for every officer killed in the line of duty during the current year, which will continue to change as the year goes on.
4. The Needy Family Fund Crab Feast will be Saturday, September 22, 2018.

Public Works

Town Manager John Giles presented the written report and added the following information:

1. The department patched 39 potholes throughout the Town during the month of June.
2. The department completed 2 abatements during the month.

Town Manager

Town Manager John Giles presented the written report and added the following information:

1. The Spruce Avenue roadway repairs have incurred additional expenses. He received a phone call on Friday, July 6, 2018 regarding a broken pipe under the roadway. It was made safe for the holiday weekend and on Monday he received a report from the engineers concerning the needed repairs.

The issue included the fact that the storm drain pipe was constructed of three separate materials in a single length of the pipe. It began as a PVC Pipe, transitioned to corrugated metal, then transitioned again to terracotta before the next drain.

When he spoke with the engineers it was estimated that the repairs would cost about \$9,500 in a competitive bid scenario. However, since the project is already in progress, it is more likely that the price will be closer to \$12,000.00.

This change requires an additional motion from the Council to approve spending \$12,000.00 from the Long-Term Planning Infrastructure Maintenance Line Item to cover the additional cost.

ACTION: A motion was made by Councilman Hurst to authorize the expense of approximately \$12,000.00 out of the Long-Term Planning Infrastructure Maintenance Line Item for the emergency repairs to Spruce Avenue. The motion was seconded by Councilman McKewen.

VOTE: 5-0 with 2 Absent All-in-favor Motion carried

2. Both he and the Chief will be absent from the November 2018 Council Meeting due to vacation. Lt. Shelton will be at the meeting to address any Police Issues and Diana Reed will be there to answer any Town questions. He will be trying to make the agenda as short as possible. In addition, he intends to get everything that may be needed on the September and October meeting agendas. If the council has anything on their mind that they want to discuss, please contact him ASAP so that he can get it on the August, September or October agendas.
3. He would like to discuss roadway repairs at the August 2018 Council meeting. He has forwarded the most recent comprehensive street study, which was completed in 2007, to the Council and ask that they review it and be ready to discuss roadway repairs at the August Council Meeting.
4. He has turned 505 Junction Street, which is a nuisance property, over to the Elsmere Land Bank in hopes that they will be able to take possession

of the property and have it abated. The property currently has a number of violations and is in extreme disrepair. The Land Bank did vote to move forward and pursue receivership.

5. He received a request from Jack Malloy to be responsible for maintaining the bulletin boards at the Elsmere Bark Park. Jack is a long time retired City of Wilmington Firefighter who loves the Bark Park and everything about it. Mr. Malloy agrees to run everything through the Town but to mainly make sure all documents in the boards are removed in a timely manner. He intends to grant the request on a trial basis.

EXECUTIVE SESSION:

The Mayor and Council will enter into an executive session in accordance with Title 29 Chapter 100 §10004(B)(4) to discuss a pending legal matter. It is anticipated that the Council may need to take some form of action based on information received in this executive session upon returning to public session. The type of action that may be needed is not known at this time, therefore, the Council will return to public session following the executive session and any action will be taken in public session.

Councilman Hurst stated that based on an email received by Town Solicitor Edward McNally late this afternoon, the executive session is no longer necessary.

ITEMS SUBMITTED BY THE MAYOR AND COUNCIL:

District 1 – None

District 2 – Councilman Pfirrmann asked if there was an update from New Castle County regarding the sink hole on Baltimore Avenue.

Town Manager John Giles stated that he is trying to work with the county regarding another project on Hall Avenue and intends to make approvals for the Hall Avenue project contingent on the repair of this location first.

District 3 – None

District 4 – None

District 5 – Absent

District 6 – None

Mayor – Absent

PUBLIC COMMENT: None

ADJOURNMENT:

ACTION: A motion was made by Councilman Pfirrmann to adjourn. The motion was seconded by Councilman Hurst.

VOTE: 5-0 with 2 Absent All-in-favor Motion carried

These minutes summarize the agenda and other issues discussed at this Council Meeting. Votes are recorded accurately. The audio recording of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio recording may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

ERIC THOMPSON
MAYOR

BRIAN HURST
SECRETARY