

**TOWN OF ELSMERE  
COMBINED COUNCIL & FINANCE COMMITTEE MEETING MINUTES  
JUNE 26, 2019  
TOWN HALL  
6:30 p.m.**

**CALL TO ORDER:** Mayor Eric Thompson called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE:**

**MOMENT OF SILENCE:**

**ROLL CALL:**

MAYOR	ERIC SCOTT THOMPSON	PRESENT
1 <sup>ST</sup> DISTRICT	MARIANNE SKIPSKI	ABSENT
2 <sup>ND</sup> DISTRICT	SALLY JENSEN	PRESENT
3 <sup>RD</sup> DISTRICT	ROBERT KACPERSKI	PRESENT
4 <sup>TH</sup> DISTRICT	CHARLES MCKEWEN	PRESENT
5 <sup>TH</sup> DISTRICT	JOANN I. PERSONTI	PRESENT
6 <sup>TH</sup> DISTRICT	BRIAN HURST	PRESENT

Town Solicitor, James McMackin - Present  
Town Manager, John Giles – Present  
Chief of Police, Laura Giles – Present

Treasurer, Paul Chalfant - Absent  
Committee Member, Ronald Russo – Absent  
Committee Member, Steveni Keeley - Present

**PUBLIC COMMENT:**

Mayor Thompson thanked everyone for attending the budget hearing. He explained that the meeting had to be rescheduled from June 13, 2019 due to unforeseen circumstances and he appreciated that this many people were able to accommodate the change in date.

**APPROVAL OF MINUTES:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

Consideration of appointing Ms. Mary Steppi to the Town's Planning Commission. If appointed, Ms. Steppi's term will expire on June 1, 2020.

Mayor Thompson stated that he would like to nominate Ms. Mary Steppi for appointment to the Planning Commission.

**ACTION:** A motion was made by Councilwoman Jensen to appoint Ms. Mary Steppi to the Town of Elsmere Planning Commission with a term to expire on June 1, 2020. The motion was seconded by Councilman McKewen.

**VOTE:** 6-0 with 1 Absent All-in-favor Motion carried

Consideration of a request from the Elsmere Land Bank for monies to cover the purchase of a home at Sheriff Sale.

Town Manager John Giles stated that this item was discussed at the June 13, 2019 Council Meeting.

Mr. John Jaremchuk, Chairman of the Elsmere Land Bank stated that this topic was previously discussed. At that time, it was discussed that \$5,000.00 was owed to the Town on the property located at 505 Junction Street. Since that meeting it has been discovered that the amount owed on this property is actually \$13,286.40. Therefore, he would like Council to authorize this amount.

Town Manager John Giles asked why the Town would be purchasing this property instead of the Elsmere Land Bank. In addition, he believes that Council should just approve an amount not to exceed \$13,300.00.

Mr. Jaremchuk stated that unfortunately because this is a tax sale, it must be the exact amount owed at the sale.

Mayor Thompson stated that this method was determined by Mr. McNally who stated that this is the best course of action.

**ACTION:** A motion was made by Councilman Hurst to authorize Mr. Jaremchuk to bid on the property located at 505 Junction Street at Sheriff Sale and to authorize a bid amount of \$13,286.40 on behalf of the Town of Elsmere and to have the Town Manager determine which line item it shall be charged to. The motion was seconded by Councilman McKewen.

**VOTE:**           6-0 with 1 Absent                   All-in-favor                   Motion carried

Consideration of extending the Audit Services Contract with Whisman Giordano & Associates. If approved, the new contract would expire on December 31, 2020. This is one of two optional two-year extensions offered in this contract.

Town Manager John Giles stated that we have a contract with Whisman Giordano & Associates. The contract does not specifically address these extensions. However, the RFP that the contract was awarded upon stated that the contracts shall include these possible extensions. Therefore, he would like the Town Solicitor to review these provisions and potentially extend the contract based upon the RFP Specifications.

There were no objections among Council.

Consideration of extending the Median Maintenance Contract with Lawns and Moore. If approved, the new contract would expire on June 30, 2020.

Town Manager John Giles stated that this item was originally placed on the agenda because the contract was anticipated to increase to over \$10,000.00. However, it has come in with no increases and is less than \$10,000.00. Therefore, he has authorized this contract under his authority as Town Manager without a vote of Council.

Consideration of extending the NPDES Permit/Outfall Screening Contract with KCI Technologies. If approved, the new contract would expire June 30, 2020.

Town Manager John Giles stated that the new contract is \$11,625.80 and covers costs for KCI to conduct all the screening and testing protocols required by our NPDES Permit. He stated that this contract price is included as part of the proposed budget, however, because it is an individual contract in excess of \$10,000.00 he is asking Council to approve the contract.

**ACTION:** A motion was made by Councilwoman Personti to approve extending the NPDES Permit/Outfall Screening Contract with KCI Technologies through June 30, 2020. The motion was seconded by Councilman Hurst.

**VOTE:**           6-0 with 1 Absent                   All-in-favor                   Motion carried

Consideration of Resolution 19-02.

Town Manager John Giles stated that each year the Mayor and Council must either adopt the New Castle County Property Tax Assessment Records or pay to have a tax assessment completed. He would like to request that Council adopt the New Castle County Tax Assessment for use for municipal purposes.

**ACTION:** A motion was made by Councilwoman Jensen to approve Resolution 19-02 adopting the New Castle County Property Tax Assessment Records for municipal purposes. The motion was seconded by Councilwoman Personti.

**VOTE:**           6-0 with 1 Absent                   All-in-favor                   Motion carried

Town Manager John Giles stated that before the Council moves forward with the remaining agenda items he would like to discuss two topics.

1. Joe spoke with the University of Delaware to see if they could reduce their fees and they stated that they could not. The original bid submitted in January 2019 was for \$28,000.00 and they have already reduced the cost to \$25,000.00.
2. Town Manager John Giles stated that he received a contract amendment for the 2019 Street Improvement Program which is the repaving of Junction Street. This amendment would adjust the quantities of 7 contract items to reflect the updated estimates. This could cost \$2,500.00 to \$10,000.00, however, it would still keep the project below the original estimate of \$200,000.00. This item was received today and due to weather and exposure risks, cannot wait until the July 11, 2019 Council Meeting for approval.

Councilwoman Personti asked if the Town had already been credited with the fact that no railroad ties had been located.

Town Manager John Giles stated that we have received that credit. In addition, it has been determined that they did in fact locate two railroad ties.

**ACTION:** A motion was made by Mayor Thompson to amend the agenda to include discussion of Contract Modification #1 to the 2019 Street Improvement Program. This matter arose today and because of the emergent nature of this project, discussion cannot be delayed until the July 11, 2019 Council Meeting. The motion was seconded by Councilman Hurst.

**VOTE:** 6-0 with 1 Absent All-in-favor Motion carried

**ACTION:** A motion was made by Mayor Thompson to authorize the Town Manager to sign Contract Modification #1 for the 2019 Street Improvement Program. The motion was seconded by Councilman Hurst.

**VOTE:** 6-0 with 1 Absent All-in-favor Motion carried

Mayor Thompson stated that the Council will now discuss the following three agenda items together as part of the budget presentation.

1. Consideration of approving Resolution 19-03.
2. Consideration of approving an update to the Town's Non-Police Personnel Wage Compensation Plan.
3. Consideration of approving the proposed Revenue, Operating and Capital Improvement Budgets.

Town Manager John Giles began the presentation by reviewing changes which had been submitted to the Mayor and Council since the May 15<sup>th</sup> submission of the proposed budgets. He stated that the email changes discussed a mistake in the Administration Department's Salary Line item where it referred to the error as a "typo". He would like to explain this error in a bit more detail to try to alleviate some of the concerns surrounded by the use of the word typo and that maybe typo was the improper word to have used regarding this change. When the budget is prepared, a large portion, if not all of the preparation takes place in spreadsheets. For example, the Town of Elsmere Employee Cost Calculation Spreadsheet, where it includes each department. For the Administration Department it includes the salary of the Town Manager, the other members of the department, overtime and the salaries for the Mayor and Council. This spreadsheet calculates a number of things such as payroll taxes and totals needed to obtain accurate insurance estimates. However, for the Administration Department Salary, after you have determined these totals, we need to remove the overtime and council salaries which have separate line items in the budget. This calculation was done manually on an adding machine. While it took some time, we have determined that the error occurred when completing this manual calculation because a former calculation was not fully cleared from the adding machine. While we certainly do not want to make these kinds of mistakes when developing the budget, they can occur. He is hoping that this explanation can relieve some of the concerns over the choice of using the word "typo".

Mayor Thompson thanked Town Manager John Giles for the explanation and asked if there were any questions from Council. Upon receiving no questions, he moved on and began under Tab 1 of the proposed budget.

Town Manager John Giles stated that a lot of the numbers in the budget are driven off of the proposed updates to the Wage Compensation Plan and therefore, he would like to begin the budget discussions with that presentation and topic.

Town Manager John Giles gave a lengthy presentation of the proposed updates to the Wage Compensation Plan for Non-Police Personnel which includes the addition of a position and job description titled City Clerk.

Councilman Kacperski asked why the plan was not revisited after 5 years as originally proposed/planned.

Town Manager John Giles stated that it was not the proper time. The town had some significant issues where funding was low, large purchases needed to be made, the Police Department Salaries needed an update to prevent multiple officers from leaving.

Mayor Thompson asked if based on the proposed steps and potential increases (with 2% being the average), does the Town Manager believe that the Town will be able to sustain this plan when projected out with the current revenues.

Town Manager John Giles stated that he believes that the answer is yes, however, if at any time the Council freezes the pay scale, then there are no raises.

Councilman McKewen asked if this proposed update has already been added to the proposed budget.

Town Manager John Giles stated that this proposed update is funded in the budget which has been submitted and proposed to the Mayor and Council.

Councilwoman Personti asked if that included the City Clerk Position.

Town Manager John Giles stated that it does include that position.

Councilwoman Personti stated that this is where she has an objection. The presentation only shows one page of the job description, not all three. This job description is basically masked as an Assistant Town Manager. This person would oversee HR, and would have a broad range of supervisory responsibilities over others. If we are going to add an upper level management type position, she believes that Council should be involved developing the criteria for the selection of the individual and it should not be a City Clerk, it should be an Assistant Town Manager.

Town Manager John Giles stated that he believes that Council is involved in every decision which is why it is on the agenda for approval. If council does not approve the City Clerk position, then it is not approved. He does think that in some cases she is mistaken regarding the job description. The supervisory responsibility is essentially the same as what already occurs. If the Town Manager is absent, he will call in with a list of things he wants completed from employees and this person would be responsible to relay those tasks. It does not give the employee the authority to tell them how to complete the task.

Councilwoman Personti stated that is not supervisory. She has a problem with this position, especially after this past year.

Town Manager John Giles stated that this person has never, on their own, given anyone any kind of order that I have not told them to give them.

Councilwoman Personti stated that she still considers this to be a management level position and that while it is needed, it is not needed as a City Clerk, it is needed an Assistant Town Manager.

Town Manager John Giles stated that in the past, Councilwoman Personti was a driving force in removing the position of Assistant Town Manager.

Councilwoman Personti stated because “she” wasn’t qualified.

Town Manager John Giles stated that is exactly his point, her objections are regarding the employee selected and not the position.

Mayor Thompson asked the Councilmembers and Town Manager to please be careful in the discussion regarding personnel issues and qualifications. He further stated that he does not view this position as management, and that he agrees that we do need a position under certain circumstances, need an employee who has authority to act when the Town Manager is unavailable. Because the job description stated that this position works directly under the authority and supervision of the Town Manager, he did not view this as anything more than another position which completes the tasks assigned by him. He stated that took the supervisory aspect as if the employee were assigned a project which required cooperation from another department, they had the approval and authority to see that project through with that department. If that needs to be clarified better, then that is different than saying that the position is not needed.

Town Manager John Giles stated that he is open to wording changes, he just needs to know what those changes are. This description also requires this person to be certified as a Master Municipal Clerk. We have spent years training an employee for this title.

At this time Councilwoman Personti left the meeting.

Councilman Hurst stated that he took this as a title change for a position which already exists and duties which are already being completed.

Town Manager John Giles stated that is exactly what this is.

Mayor Thompson asked if there were any other questions regarding the Wage Compensation Plan or the City Clerk Position.

**ACTION:** A motion was made by Councilman Hurst to approve the proposed updates to the Town of Elsmere Non-Police Wage Compensation Plan.

Councilwoman Personti returned to the meeting.

Mayor Thompson asked if the Council wishes to approve these items collectively or separately.

Councilman Hurst withdrew his motion.

Mayor Thompson stated that the discussion will now move to the proposed operating, revenue and capital budgets.

Town Manager John Giles stated that he would like to begin the discussion by stating that the Mayor and Council have been presented with a budget that is balanced with the exception of the Capital Budget. In addition, with the correction, which was made at the beginning of this discussion, there is a surplus in the budget.

Town Manager John Giles stated that in the current budget, we are \$348,433.55 over what was budgeted as income in realty transfer taxes. If council wishes to, we could authorize tonight, the purchase of all of the capital improvements budgeted in the next fiscal year and pay the remaining balance of the HVAC System Loan, leaving the Town with no debt and removing the entire capital improvement budget. In addition, by paying off the loan, you would reduce the proposed budget by \$78,642.00 which could be allocated to other line items for special projects. This would also pay off the loan three years earlier than originally planned.

Councilman Kacperski asked what other debt the Town may have.

Town Manager John Giles stated that the Town has no other debt other than its Police Pension Plan.

Councilwoman Personti asked if that included the new Street Sweeper.

Town Manager John Giles stated that the new Street Sweeper was paid in full when purchased.

Mayor Thompson asked this was obviously a great year, if we move forward, what can we do with the savings to the budget to plan for future expenses and projects. Not every year will come with the windfalls which were experienced this year.

Town Manager John Giles stated that funds could be allocated to Long Term Planning Line Items or the Contingency Fund.

Mayor Thompson asked Council if they had any questions relating to the budget outside of the potentially debt reduction plan.

Councilwoman Personti asked what was real and what were typos. She asked if there were any other "errors" in the budget.

Town Manager John Giles stated that he is not aware of any other changes or errors.

Councilwoman Personti stated that she has lost faith this year. Not once has the Council had to deal with “typos” or “errors”. Therefore, she does not trust what is before her this evening and she does not like feeling that way when discussing a budget which is why she is angry. She cannot in good conscience vote on the budget if she feels this way, therefore, should she just excuse herself now or just sit here for the duration. She has lost faith, especially in the last few weeks and it scares her. She further stated that the pay scale amounts were included as part of the budget submitted in May, however, the Council did not receive the supporting documentation until a week before the meeting. Those documents had been requested prior to that.

Town Manager John Giles stated that the documentation was sent out a week in advance like all Council meetings. While the budgeted numbers were complete in May, a lot of the administrative work on the plan structure, pay for performance structure and backup documentation was still being completed. Unfortunately, he was unexpectedly absent, meaning this information could not be finalized sooner. However, regardless of his absence, it was still presented to Council a week in advance as it would have at any other Council meeting. He further stated that the use of the word “typo” regarding this error was the worst possible way to describe it. It was a mistake and calculation mistakes do happen, as much as we don’t want them to. Are you really going to continue to hang on a mistake which has been corrected prior to any approvals being issued?

At this time, there was a brief discussion occurred with Town Solicitor James McMackin regarding the procedure needed to potentially approve the proposed capital expenses out of the current budget.

At this time, Mayor Thompson stated that it has been determined that the approval of changes to the FY 2019 budget are time sensitive, the discussion of these changes were just brought to Council’s attention during this meeting and if action is not taken during this meeting, the additional funds will no longer be available at the July 11, 2019 Council Meeting.

**ACTION:** A motion was made by Mayor Thompson to amend the Council Agenda to include discussion regarding how to utilize the excess realty transfer taxes which have been received in FY 2018/2019. The motion was seconded by Councilman Kacperski.

**VOTE:** 5-1 with 1 Absent Motion carried

1<sup>st</sup> District – Absent, 2<sup>nd</sup> District – Yes, 3<sup>rd</sup> District – Yes, 4<sup>th</sup> District – Yes,  
5<sup>th</sup> District – No, 6<sup>th</sup> District – Yes, Mayor – Yes

At this time there was a lengthy discussion clarifying the amounts required of the approval motion and the best way to potentially approve the proposed debt elimination plan.

Chief Laura Giles presented the proposed capital budget for the Elsmere Bureau of Police. She stated that she is proposing to replace the 2009 Chevy Tahoe which has been having several issues. The proposed vehicle will cost \$46,480.00.



**ACTION:** A motion was made by Mayor Thompson to increase the realty transfer tax revenue line item by \$316,504.96, as well as, increase the Capital Budget Expense Line Item by \$80,480.00 and the Long-Term Planning Debt Service Line Item by \$236,024.96 of the FY 2018-2019 Budget. The motion was seconded by Councilman Kacperski.

**VOTE:** 5-1 with 1 Absent Motion carried

1<sup>st</sup> District – Absent, 2<sup>nd</sup> District – Yes, 3<sup>rd</sup> District – Yes, 4<sup>th</sup> District – Yes,  
5<sup>th</sup> District – No, 6<sup>th</sup> District – Yes, Mayor – Yes

**ACTION:** A motion was made by Mayor Thompson to authorize the Town Manager to purchase of the spreader system, computer upgrades and a 2020 Police Tahoe from the proposed FY 2019-2020 proposed capital budget to be funded out of the FY 2018-2019 Amended Capital Budget, and to pay the remaining balance of \$236,024.96 of the HVAC Loan from Long Term Planning. The motion was seconded by Councilman Kacperski.

**VOTE:** 5-1 with 1 Absent Motion carried

1<sup>st</sup> District – Absent, 2<sup>nd</sup> District – Yes, 3<sup>rd</sup> District – Yes, 4<sup>th</sup> District – Yes,  
5<sup>th</sup> District – No, 6<sup>th</sup> District – Yes, Mayor – Yes

Town Manager John Giles stated that he would now like to create a new line item in the Long-Term Planning Department to be name Future Project Allocation and to allocate an amount of \$92,568.00. This action would remove the funds allocated to the Debt Service Line Item and the \$13,000.00 correction from the Administration Department Salary and remove the Capital Budget resulting in a balanced the budget.

At this time the discussion moved back to the Wage Compensation Plan.

Mayor Thompson asked if the job description could be reworded to clarify the concerns with supervisory authority and if the approval of the wage plan could be completed without the approval of that position.

Town Manager John Giles stated that it could not because come July 1<sup>st</sup>, all employees would move on the scale except one which was not appropriate. A decision regarding this position must be made at this meeting, whether approved or denied.

Councilman Hurst asked if it could be approved with the condition that the wording would change as part of the motion.

Town Manager John Giles stated that it could.

Councilman Kacperski asked if the bottom line would increase the staffing level of the Town.

Town Manager John Giles stated that it would not. This would be a title change for an existing employee.

Councilwoman Jensen stated that she does agree that an Assistant Town Manager is necessary that way when the Town Manager is on Vacation or unavailable, someone has the authority to make decisions regarding the Town, however, she does not understand why the City Clerk position cannot be created and an additional Assistant Town Manager position be discussed and added at a future meeting.

Town Manager John Giles stated that the Mayor and Council voted to remove the Assistant Town Manager position and it is very confusing to sit here and listen to one member who says remove the authority and another member who says to create a position with the Assistant Town Manager authorities.

Councilwoman Personti stated that the position was removed when we had a Town Manager who was present more. We now have a different scenario where vacations are more frequent, and health can become an issue. It would be nice to start to get someone on board who can start to learn and takeover when the Town Manager isn't there so that we don't burden the Police Department with Town issues.

Town Manager John Giles states that he does not believe that the current procedure burdens the Police Department and does not believe that it has been an issue. There are employees here who are learning the ins-and-outs of this Town so that when things do or may happen, they can help keep the Town running and can at least relay the appropriate information to those in charge. It may not be every employee but there are employees here who are being taught these things.

Chief Laura Giles stated that when the NPDES Inspection occurred earlier this week, they could not say enough about how well this Town was prepared and the documentation level. That preparation speaks volumes, but she was required to be there as a "person of authority", even though those requirements were well beyond what she knew about the Town. The praise that the Town received was outstanding and she believes that this accomplishment is not being acknowledged as significantly as it should and that saddens her.

Councilwoman Personti stated that she does not believe it wasn't acknowledged, nor does she believe that someone should not receive an increase like other employees, this is a new upper level position. She believes council should have input in this position and she does not believe that Council was given that input.

Chief Laura Giles stated that the budget was submitted on May 15<sup>th</sup> and the agenda and other supporting documents were submitted last week and she has not received a phone call from anyone regarding her budget.

At this time there were multiple conversations occurring at once and the tape was unable to be transcribed.

Councilwoman Personti stated that she still believes that the Council should have some say in the creation of a high-level position which is directly below the Town Manager.

Councilman McKewen stated that he has been on Council since 2001 and the Town was in a much worse position than it is in today, he has supported the Town Manager and the various Chiefs. The Town is in better shape than it has been and that is a direct result of the Town Manager and Chief.

Councilwoman Personti stated that she did not bring this up to be disrespectful to the Town Manager or anyone else. However, if we are going to add an upper level position to be a decision maker, then she believes they should look at all the things that Council would like to see in that position and employee.

Councilwoman Jensen stated that she had one final question, why can't this wait until the next meeting.

Town Manager John Giles stated that if Council makes a motion to table, it can happen. However, it would be a slap in the face, because most of Council has no idea of what goes on inside Town Hall. The discussion that has been occurring appears to be centered around what employee is being selected and not the job description of the position. Why can't this position be approved and at the next meeting or a future meeting, an additional position be created, authorized and funded for an Assistant Town Manager.

Councilwoman Jensen stated that she would be willing to discuss that option.

Councilwoman Personti stated that it would be nice to not burden the Town Manager when he is out of the office, since currently Council cannot go to employees with issues without going through the Town Manager.

Mayor Thompson stated that this conversation has gotten to the point that the discussion will continue all evening. He asked if anyone was willing to make a motion.

**ACTION:** A motion was made by Councilman Hurst to approve agenda items 7, 8 and 9 on the agenda, as amended during this meeting, as well as provided the Town Manager makes the changes to the City Clerk position job description regarding supervisory authority. The motion was seconded by Councilman McKewen.

Finance Committee Member Steveni Keeley stated that in addition, Council needs to decide which version of Resolution 19-03 should be approved. With a tax increase or without.

Councilman Hurst withdrew his motion.

Councilwoman Personti stated that she is concerned that two versions of this resolution were presented with the same Resolution Number. One contains a tax increase and one does not. She would like to see one re-numbered so that any confusion can be avoided.

**ACTION:** A motion was made by Mayor Thompson that Resolution 19-03 be a resolution increasing property taxes in the amount of COLA and that Resolution 19-04 be recognized as no property tax increase. The motion was seconded by Councilman McKewen.

**VOTE:** 6-0 with 1 Absent All-in-favor Motion carried

**ACTION:** A motion was made by Mayor Thompson to approve Resolution 19-04 for no increase in property taxes and to reject Resolution 19-03 which increases taxes. The motion was seconded by Councilman McKewen.

**VOTE:** 6-0 with 1 Absent All-in-favor Motion carried

Town Solicitor James McMackin stated that since the resolution was approved separately and the discussion has been very confusing this evening, it may be best to approve each agenda item separately so that members of the Council understand which items they are voting on.

**ACTION:** A motion was made by Councilman Hurst to approve the update to the Town's Non-Police Personnel Wage Compensation Plan with the understanding that the City Clerk job description will have the supervisory authorities removed and changed to Town Clerk. The motion was seconded by Mayor Thompson.

**VOTE:** 5-1 with 1 Absent Motion carried

1<sup>st</sup> District – Absent, 2<sup>nd</sup> District – Yes, 3<sup>rd</sup> District – Yes, 4<sup>th</sup> District – Yes,  
5<sup>th</sup> District – No, 6<sup>th</sup> District – Yes, Mayor – Yes

Town Manager John Giles stated that he would forward the revised job description to the Mayor and Council via email.

Mayor Thompson announced that they will now address item number 9, approval of the proposed budget.

**ACTION:** A motion was made by Councilman Hurst to approve FY 2019 – 2020 Proposed Operating and Revenue Budgets as amended during this meeting. The motion was seconded by Councilman McKewen.

**VOTE:** 5-1 with 1 Absent Motion carried

1<sup>st</sup> District – Absent, 2<sup>nd</sup> District – Yes, 3<sup>rd</sup> District – Yes, 4<sup>th</sup> District – Yes,  
5<sup>th</sup> District – No, 6<sup>th</sup> District – Yes, Mayor – Yes

Consideration of changing the date of the July 11, 2019 Regular Council Meeting.

Mayor Thompson stated that this topic was requested at the June 13, 2019 Council Meeting because the Police Academy Graduation is scheduled for July 11, 2019 at 7:00pm. This may present a conflict if any member of Council wishes to attend.

Councilman Hurst asked if anyone would be opposed to holding the meeting on July 10, 2019.

Councilman McKewen stated that he would not be able to attend the July meeting unless it is after the 14<sup>th</sup>.

Mayor Thompson stated that it appears that it may be best to leave the meeting on the 11<sup>th</sup> and hold the meeting with whichever members are able to attend.

Chief Laura Giles stated that she will not be at the meeting on July 11<sup>th</sup> due to the Police Academy Graduation.

**DEPARTMENTAL REPORTS:** None

**ITEMS SUBMITTED BY THE MAYOR AND COUNCIL:**

Councilman Hurst stated that he just wishes to congratulate all employees who were involved in the NPDES inspection as it appears to have gone very well.

Mayor Thompson wanted to thank everyone who was able to attend the services for our former Mayors.

**PUBLIC COMMENT:**

**ADJOURNMENT:**

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

**VOTE:**           6-0 with 1 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.

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**ERIC THOMPSON**  
**MAYOR**

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**BRIAN HURST**  
**SECRETARY**