

**TOWN OF BETTERTON**  
**Mayor & Council Meeting**  
January 8, 2019 @ 7:00 P.M.  
Berterton, MD 21610

The Berterton Council Meeting was called to order by Mayor Sutton at 7:00 p.m.

**IN ATTENDANCE:** Mayor Sutton, Councilman Fracassi, Councilman Gilchrest, Councilman Marcy, Councilman Pyfer, Town Manager Greenwell, and Town Clerk Dlugoborski. **ABSENT:** Tom Yeager, Town Attorney.

**RESIDENTS:** Cheryl Fracassi, Candi Sorge, Dick Story, Ginny Story, Sharon Sutton, Mary Ann Wasko-Smith, Michele Martinage, David Paltrineri, Larry Crew, Pam Cleary and John Cleary.

Others in attendance: Sgt. Kettner, Kent County Sheriff's Office

**MINUTES:** *Councilman Marcy motioned to approve the Mayor and Council Meeting minutes of the December 11, 2018 meeting and the Mayor and Council Special Workshop on December 18, 2018; Seconded by Councilman Fracassi; all in favor.*

**FINANCIAL REPORT:** *Councilman Pyfer motioned to approve the December 2018 financial report; seconded by Councilman Gilchrest; all in favor.*

**GUEST SPEAKERS:** None

**COMMITTEE REPORTS:**

**BCC:** The ladder on "the Pearl" boat has been repaired/replaced. The holiday themed lighting on town hall will be turned off soon.

**BCDC:** Candi Sorge reported that they had an exciting meeting at Washington College with a group of students that are working on the virtual museum. The spring semester students will be refining it. The virtual museum will be on the website. Museum will reopen in May. Candi presented the Council with Berterton Train Show t-shirts stating that they have been very gracious with the use of the old town hall for the train display. Approximately 300 people attended the show. Hoping to open the display at other times throughout the year and to host groups.

Mayor Sutton stated that we have an opening on the Election board and also an opening on the Appeals board if you know anyone that is interested.

**PLANNING:** Public hearing on February 12, 2019 for the sign ordinance.

**APPEALS BOARD:** No Report.

**ROADS:** No Report.

**PARK:** Bathhouse is closed/winterized.

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**SAFETY:** No Report.

**SHERIFF'S REPORT:** Sgt. Kettner gave the report for the Month of December 2018: 17 Speed Assignments; 4 Warnings; 0 Citations; 0 DUI Arrest; 0 Criminal Complains; 2 Non-criminal Calls for Service. Fiscal Year 2018/19 December Overtime Expense – \$0.00.

**FIRE:** No Report.

**WATER/SEWER:** Mayor Sutton read a brief report from Jeff Miller, plant operator, on the performance of the plants in the last month. The noise issue from the blowers has been addressed. Using the newer blower more than the older two. Exhaust fan for the headworks building have to run and Jason Loar is looking into options as to directing the noise in a different direction. Councilman Gilchrest stated that the noise is quieter than it was before.

**SUSTAINABLE COMMUNITIES:** Met on January 7<sup>th</sup>. Looking for residents to serve on the committee.

Trash: December 2018 – no information at this time  
Recycling: December 2018 – 1.97 Tons

**TOWN MANAGER REPORT:** Elizabeth Greenwell summarized the following report:

Town Manager Report 11/28/18 – 1/8/19

Average 22 hours per week. Off week of 12/24 for Christmas.

Current Grants:

Wheeler Avenue - Letter of notice requesting an easement was composed in conjunction with Mr. Yeager and Beth Hussein. Letter was mailed out certified, return receipt on December 7<sup>th</sup>. Follow-up letter was composed and sent on January 3<sup>rd</sup> requesting a decision by January 11<sup>th</sup>. Mr. William Parks has agreed to an easement. We are awaiting a response from the Stairikers and Traynors. Mike Scott prepared a survey for 305 and 307 Main Street. Met with Sandy Downes on 1/8 to discuss the need for an appraisal for the 3 properties. RFP for construction management was prepared 1/8 for Wheeler.

Bayside Shoreline Erosion Mitigation - 2<sup>nd</sup> Pre-bid meeting for Betterton Shoreline Stabilization was December 3<sup>rd</sup> at 2 pm. Bid opening was December 11<sup>th</sup>. Bid was reviewed by Jay Silcox and awarded to George, Miles, and Buhr, LLC on December 18<sup>th</sup>. Bid contract was drawn up and mailed January 4<sup>th</sup>. Awaiting signatures from GMB. Correspondence and Bills were sent out to homeowners on Bayside for their portion of the engineering costs. Meeting with the engineer will be Friday, January 11<sup>th</sup> at 3 pm. Quarterly report completed and mailed in 1/8/19.

Idlewhile Pump Station – Jason Loar completed the engineering for the Idlewhile Pump Station. USDA approved using any excess funds from the WWTP to pay Jason's engineering fees. The grant committee completed and submitted a CDBG Special Projects application for Idlewhile Avenue on December 13<sup>th</sup>. We are anticipating hearing if we received funding within the next 2 weeks.

Watershed Assistance Grant Program – We applied for a WAGP grant in the fall for Stormwater Management design on Bayside and between Wheeler Ave and the back of the county parking lot. We did receive a favorable review. The engineering will be funded pending the federal government approving the budget.

Rigbie Steps. We will find out in March whether we received monies from Community Parks and Playgrounds for Rigbie Steps and/or Arbor Play Area. Meeting set up with Stephanie Jones, Amy Moredock, and the Rigbie

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Town Manager report cont'd.

Condo Association for January 18<sup>th</sup> to discuss moving forward with the clearing of the slope and whether or not a bench can be added at that time. Discuss use of funds with Ed Manners, Rigbie Condo Association President.

Road Improvement Report completed for 2018.

#### Permits

Met with three residents regarding building permits. Followed-up with one resident on an open building permit. No new permits issued in December.

Completed permit fee schedule.

Completed the Roadside Blanket Tree Permit for 2019.

#### Replacement Lights

Have emailed Delmarva Power weekly regarding LED lights to be installed. Put in a work order for replacement lights for 5 lamps that have broken sensors or are not lighting.

#### Miscellaneous

Newsletter written and sent out. Water bills and Engineering bills for Bayside sent out.

Website – minutes loaded, calendar and committees updated. Building permit fees updated.

#### Census

Census data completed for November.

#### Meetings

Attended grant meetings and sustainable communities meeting

Attended council meeting on 12/11

Attended Economic Development meeting 11/29

Held pre-bid meeting on 12/3

#### Upcoming Meetings

1/11 Meet with Engineer and Residents on Bayside

1/17 Grant Webinar

1/18 Meeting with County RE: Rigbie Slope

1/28 Sustainable Communities meets

1/29 Pre-bid meeting for Construction Management for Wheeler

### **UNFINISHED BUSINESS:**

Sign Ordinance – Public Hearing scheduled February 12, 2019 at 7 p.m.

Rigbie Steps Bench – There will be a meeting with Kent County officials requesting the plans to install a “bench” instead of just a slope in the bank owned by the county that is beside the Rigbie steps. This bench will be beneficial once the town is ready to work on the steps. Asking Mayor and Council if the funds can be used that the town has in an account for Rigbie. One resident has pledged \$1,000 towards the preparation of the bench. *Councilman Marcy motioned to utilize the Rigbie fund towards the preparation of the bench in front of the Rigbie Steps and that the funds will be adding to the County money towards the project.; Seconded by Councilman Fracassi. All in favor.*

### **NEW BUSINESS:**

### **OPEN FORUM / ANNOUNCEMENTS**

Dick Story asked if there is any update on the post office and when will the new building be in-service. Mayor Sutton stated that there is no update at this time. Postage rates will be increasing the end of January.

January 21 – Office Closed – Observance Martin Luther King, Jr. Day

January 22 – No Council Workshop - EASM Legislative Dinner`

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January 26 – Memorial for Judy Kohl at Washington College

January 28 – Sustainable Community meeting, 9 a.m. – Candi Sorge commented that several of the members have been on the board for years and suggested to seek some younger residents. Josh Owens and Lou Mancuso, Jr. were mentioned.

Pam Cleary commented that the train garden was great and presented the Council and BCDC with a train set from her childhood for the train display.

A motion was made by Councilman Fracassi close the January 8, 2019 meeting; seconded by Councilman Gilchrest; all in favor.

Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Sheila Dlugoborski, Town Clerk/Treasurer

Approved:

February 12, 2019