

MAYOR & COMMISSIONERS
August 12, 2024
MEETING HELD IN-PERSON AND VIA TELECONFERENCE

Mayor Benjamin Joden called the regular scheduled meeting of the Mayor and Commissioners of Delmar, Maryland to order at 7:05 P.M. This meeting is available to the public, in person with limited seating and via teleconference. In attendance were Deputy Mayor Jack Lenox, Commissioners Cory Shaffer, Jacob Boothe and Ronald Nembhard. Town Manager Fleetwood, Town Attorney, Robert Benson, Chief Ivan Barkley, Town Engineer, Josh Taylor, Fire Department Chief, Justin Elliott, and Clerk of Council Vondell Spencer were in attendance. Guests: Denys Carey Powell, Gabriella Powell, Justin Elliott, and Lloyd Unsell.

Mayor Jorden led the Pledge of Allegiance.

Mayor's Comments –

Mayor Jorden thanked everyone for attending the meeting.

Mayor Jorden honored previous commissioner Mr. Lloyd Unsell that was in attendance.

Mayor Jorden thanked Chief Ivan Barkley and Chief of the Delmar Fire Department that were in attendance.

Mayor Jorden commented it has been a busy and eventful month with all the things in the Town of Delmar. Friday, August 30th was Blue Light Night, it was good attendance, and awesome to see everyone come out and enjoy all the stuff in town. He said he went to Fruitland's and Salisbury's just to see the turnout across the nation but even just here on the Eastern Shore was really phenomenal.

Maryland State Senator, Mary Beth Carozza, Town Mgr. Fleetwood, and himself met at the WWTP today and had a great conversation. Ms. Carozza is on a committee that oversees a lot of MDE appropriations. WWTP Superintendent, Frank Daniels did a phenomenal job with the tour of the plant. He said it was really encouraging for him to meet with her in the Town of Delmar. Ms. Carozza really would like to help support the Town of Delmar in getting state funding for the WWTP.

Approval of Minutes –

A motion was made, seconded, (Boothe/Nembhard) and carried to approve the Joint Council July 8, 2024 meeting minutes as circulated by a vote of 5 Ayes.

Unfinished Business –

Memorandum of Understanding – Chase Dykes 3 EDUs

Town Mgr. Fleetwood stated Mr. Dykes came before this body about a month ago seeking sewer

tie-in for three locations. There is a draft Urban Service Agreement that has not been signed. He further stated with the lack of it not being executed there is an MOU (Memorandum of Understanding). Town Mgr. Fleetwood explained what the MOU would capture, which is the parties responsible, the cost, and also if those properties become continuous with the town they could annexed into town. A discussion occurred.

Ms. Denys Powell said the MOU makes exception to the annexation. She said she wanted to make sure it made exception to the whole Woodland Ave. area and not just the one case. She further said the MOU also said the Maple St. location requires two ties-ins on Highland Ave. A discussion occurred.

Mayor Jordan called for a motion to approve the Memorandum of Understanding involving Chase Dykes, Highland Avenue. A motion was made/seconded (Lenox/Boothe) and carried by a vote of 5 Ayes.

2nd Reading /Public Hearing Adequate Public Facilities Ordinance #758

Mayor Jordan presented the second reading for the Adequate Public Facilities Ordinance #758.

Mayor Jordan called for a motion to accept the Adequate Public Facilities Ordinance #758. A motion was made/seconded (Nembhard/Shaffer) and carried by a vote of 5 Ayes.

New Business –

General/Utility Fund Reserve Policy Resolution #2024-08-12

Town Mgr. Fleetwood discussed and explained the General/Utility Fund Reserve Policy Resolution #2024-08-12.

Mayor Jordan called for a motion to adopt the General/Utility Fund Reserve Policy Resolution #2024-08-12. A motion was made/seconded (Boothe/Shaffer) and carried by a vote of 5 Ayes.

Committee Reports:

Police Chief's Report –

Chief Ivan Barkley reported as follows: 1.) The two new officers are still doing well with field training. The officers successfully completed their DE Fire School training last week. 2.) The PD swearing-in ceremony took place August 8th at the Delmar Fire Department. PD is now fully staffed. 3.) Chief Barkley thanked everyone that attended Blue Light Night and those that participated and helped to make it successful. 4.) Chief Barkley and two more officers from Delmar participated in Salisbury's Night Out. 5.) PD is looking forward to the next event which is Back to School, Heritage Day and subsequent to that PD's annual Golf Tournament. 6.) There are no new crime trends, patterns or issues. 7.) In the upcoming weeks PD will finalize their new crossing guards for the school. Mayor Jordan said to Chief Barkley good job with Blue Light Night and he thought the swearing-in ceremony went well. Mayor Jordan thanked the FD for allowing the town to have the ceremony at their location.

Mayor Jorden asked Chief Barkley the status of the planning for the community event for Chestnut Manor and offered the elected body's help. A conversation occurred.

Code Enforcement Officer Report – The report is included in the mail packets.

Water Superintendent Report – The report is included in the mail packets.

Public Works – The report is included in the mail packets.

Fire Department – The report is included in the mail packets.

Fire Department Chief Justin Elliott reviewed the monthly report.

Mayor Jorden asked FD Chief Elliott if the FD has plans to go encrypted with the radios and if there is anything they need help facilitating with. Chief Elliott answered they only have two radios which are encrypted which is his radio and the Deputy Chief's radio. He said he is unaware if the FD will go fully encrypted because of the communications with mutual aid going to Salisbury, MD. The FD responding out cannot hear on the scene. Mayor Jorden further asked Chief Elliott if the FD had a preference would they choose to be encrypted. Chief Elliott further answered they would not prefer it.

Utility Commission –

Commissioner Shaffer reported as follows: 1.) The commission discussed the Stage Village and Holly Oak Mobile Home Parks water service due to issues with their wells and PFAS elevation. He said due to the issues the two mobile home parks would like to tie-in to the town's water. DBF has done a full assessment and the town has capacity for them to do so. He further said the lines are very close to the parks and there should be little disruption. The tie-ins are at no cost to the town and it is being funded by DE Rural Water. There will be 31 hook-ups to individual meters at Stage Village Mobile Home Park and 72 hook-ups at Holly Oak Mobile Home Park. The process for bidding will be 6-9 months and construction should begin around next spring. 2.) The commission favorably approved transferring \$1,000,000 from Unrestricted to Capital Reserve to be allocated and also proving responsibility to improve and maintain the town's facilities adequately.

Parks & Recreation – The report is included in the mail packets.

Commissioner Boothe reported as follows: 1.) The committee is in talks with a job fair/Movie Night event, date to be determined. There is one more event with Premiere Entertainment for Movie Night and after that Parks and Recreation will partner with the Delmar Library. The library is going to graciously let the town use their equipment and licensing/copyright. 2.) Thursday, August 15th Chief Barkley, Deputy Mayor Lenox, members of the Delmar Library, and himself will participate in a bookbag giveaway from PD. The town will be represented as a whole before the giveaway. 2.) The committee will be reaching out to the Lion's Club possibly doing food for the Chili-Cookoff/Movie Night. 3.) A New Year's Eve Ball Drop down Pennsylvania Ave. and using the highball was discussed. Parks and Recreation was given permission to proceed with going further with the ball drop discussion. 4.) When picking movies for Movie Night the committee will pick

five movies and have a poll on the town's Facebook page.

Planning & Zoning –

Deputy Mayor Lenox reported there was no formal action for Delmar, MD from the Thursday, July 25th meeting. Delmar, DE had eight new homes at the Stillwater Development and a new subdivision with 225 new homes called Whitetail Run on Stage Road. He said they are limited due to the allocation procedure that has been adopted. For now, their goal is to get on the town's list/queue. Ultimately there will be continued action on this subdivision because they need to get additional information for the commission. He further said when they come back before the commission as early as this month they will try to get at least a preliminary recommendation.

Town Managers Report –

Town Mgr. Fleetwood reported as follows: 1.) Town Mgr. Fleetwood thanked the elected body for passing the APFO (Adequate Public Facility Ordinance) and General/Utility Fund Reserve Policy. He further thanked FD Chief Josh Joyner for setting up their facility and letting the town use their facility for the police swearing-in ceremony. 2.) The PW Department has had conversation with the Delmar Chamber of Commerce about one shed at PW with the Chamber's belongings in it. The town needs to get all of non-town employees belongings out of PW's fenced in area. The town has presented a proposal to buy the shed and give the Chamber one of the bays at the old PW yard. 3.) Phase 1 sewer main replacement on the MD side is complete. The town will be over budget due to previous construction on two of the streets. 4.) Sixth St. and State St. Park flooding has two vendors Tuckahoe and Hopkins that have directional boar capability. The DE side allocated some money so the town is waiting on contract prices. 5.) Town Mgr. Fleetwood thanked the Maryland State Highway Administration for donating the thermoplastic stop-bars and PW for installing them at Wood Creek. 6.) Weekend before last there was a brick dedication for the Historical and Art Society. 7) The contract has been signed for the State St. Park, West Tot Lot on the DE side for shade sails installation the end of September/October timeframe. 8.) Town Mgr. Fleetwood said he received a letter from a 5-year-old resident about the absence of recycle bins at State St. Park. There are now 2 recycle bins at State St. Park.

Commission Comments –

Commissioner Nembhard had no comment.

- 1.) Commissioner Boothe commented he did attend Blue Light Night which was great and the food was good. The goal as an elected body was to have PD fully staffed. It has been a complete team effort. The Town of Delmar is finally getting ready to present Delmar's Street Scape Project, and the community center is moving along.
- 2.) Commissioner Shaffer echoed Commissioner Boothe's comments. He added PD being fully staffed is one of his greatest accomplishments that he is proud of. It is a team effort.

- 3.) Deputy Mayor Lenox commented DBF has entered into a subcontract for updating the town's Comprehensive Plan with Tim Bourcier the town worked with Mr. Bourcier in 2009 for the update of the Comprehensive Plan and he is familiar with the town. The staff level kickoff will be in a week or so.

Deputy Mayor Lenox further commented he did not want to lose track of the tax credit program for the town's volunteer Fire Service Members. He said he would like to get that taken care of in conjunction with the DE side as well.

Public Comments –

1. Mr. Lloyd Unsell commented the biggest highlight when he was a commissioner previously was when Police Chief Saylor retired and Mr. Unsell served on a search committee to find a new chief. Chief Ivan Barkley stood out to him in the search. Mr. Unsell further commented he is glad the town had Chief Barkley in charge 3 years and 5 mos. ago which was the darkest day for the Town of Delmar. Mr. Unsell said PD is fully staffed because of Chief Barkley and he is proud of him.
2. Mr. Lloyd Unsell discussed mosquito concerns.

Adjournment –

Deputy Mayor Lenox called for a motion to adjourn which was made/seconded (Shaffer/Boothe) and carried by a vote of 5 Ayes.

Submitted by:

Clerk of Council
Vondell Spencer