

**CALL TO ORDER**

Mayor Maly called the meeting to order at 7:02 p.m. and noticed that this workshop is being held in compliance with Delaware Open Public Meeting Act by posting the agenda on January 3, 2011, in the following manner: on the official bulletin board, official town web site, and the electronic sign and publication in the Delaware State News on January 4<sup>th</sup>.

Mayor Maly led attendees in the Pledge of Allegiance and a Moment of Silence.

Present for this meeting were Mayor Maly, Councilmen - Green, King and Lewin. Also present were Town Solicitor Craig Eliassen, Police Chief William Bryson and Capt. Gary Melvin.

**OVERVIEW**

Mayor Maly reviewed the evening's agenda, announcing copies of the power point presentation were on the back table for distribution purposes. The agenda included but was not limited to the following: opening remarks; Town Manager search; process improvements; sale of Municipal Assets; and reconciliation of trash fees.

**TOWN MANAGER SEARCH – Councilman Lewin**

Councilman Lewin stated there is a clear need for a Town Manager as it is not feasible for Council to exercise day-to-day supervisory control. He addressed Council's approach to fill the position including but not limited to the developing a job description outlining duties for which a Town Manager would be responsible, the establishment of a Search Committee and the qualifications of citizens seeking to represent the Committee. (See attachment)

**PROCESS IMPROVEMENTS – Councilman Green**

Councilman Green addressed payments for building repairs exceeding \$80,000 between 2009 and 2011, in addition to demolitions equating to \$40,000 in 2011 authorized by the Town Manager without Council approval. He stated that while the Charter dictates expenditures over \$5,000 require both competitive bidding and approval by Council there are no formal procedures/policies in effect. Councilman Green indicated new procedures will require use of an established template for competitive bidding, review of bids by the Town Manager and a Councilperson, followed by approval/disapproval by the entire Council. (See attachment)

**SALES OF MUNICIPAL ASSETS – Councilman King**

Councilman King addressed the sale of three (3) vehicles between 2009 and 2011 directly to individuals without Council approval. He stated municipal assets will be auctioned when fair market value exceeds a specified amount to be determined during policy development, mirroring the procedures currently employed by the State Police, including advertisements in the newspaper, website and posting of hard copies at Town Hall. (See attachment)

**RECONCILING TRASH COLLECTION FEES – Councilman Lewin**

Councilman Lewin explained Allied Waste had failed to bill fees for 72 residents by transposing the number 1319 for 1391. He stated Allied Waste has chosen not to charge Camden for the difference, resulting in application of a credit to the residents on the 2012/2013 tax bill.

**CLOSING COMMENTS – Mayor Maly**

Mayor Maly asserted Council's philosophy for transparency. He stated Mayor and Council are responsible and accountable to the citizens for the poor decisions and ineffective management of the past, and are working diligently to develop and implement policy for internal procedures.

**PUBLIC PARTICIPATION**

Ms. Susan Savage stated she had attempted to notify Council of these issues as early as May of 2011, as well as her belief the residents should be aware of what goes on.

Ms. Tracy Green expressed her concerns relative to the integrity of the financial data, signature on checks for bills not approved by Council, and the status of the budget as given by Mr. Plumley at the December meeting, has the 2010 audit been presented to the Town and finally relative to the forgiveness of debt a 1099 should have been provided.

Councilman Green addressed the concerns raised as follows:

- The report provided by Mr. Plumley only addressed a small percentage of the overall budget.
- Staff has been directed to keep expenditures to a minimum
- The \$120,000 in building renovations occurred in 2010/2011 which should be reflected in the 2010/2011 budget
- The \$40,000 in demolitions occurred in what would be considered the 2011/2012 budget

Councilman Lewin stated despite allegations to the contrary that there was criminal activity there is no evidence of criminal activity or fraud, there is no evidence of any of that. He stated the Town is simply 140% over where we were supposed to be in our Public Works area, i.e. demolishing three (3) buildings. Mr. Eliassen stated he is working on recouping those funds via monition sales.

Mayor Maly stated he had spoken with the auditor earlier in the afternoon, wherein he indicated he would have the audit in the hands of Council within the next week and prepared to present it to the public at the February meeting.

Ms. Christine Palombo questioned how the Town plans to hire two (2) people and stay within budget. Councilman Green stated that the positions would hopefully be part-time which would allow us to stay within budget.

Mr. Mark Dyer suggested placing liens on the properties which were demolished in order to recoup the monies expended.

Mr. Dohn Harshbarger asked for clarification of the credit for trash.

Mr. W. G. Edmanson asked for explanation of repairs amounting to \$80,000. Councilman Green stated Council is looking into exactly what work was done as part of a process, explaining it encompasses three (3) buildings, asserting Council does not suspect fraud or criminal activity at all. Mr. Edmanson questioned whether or not the work was done. Councilman Lewin stated the scope of work submitted was not clear, and at this point in time it is unclear as to what was replaced and what was not without talking to the contractor. Mr. Edmanson questioned who provided the other signature on the checks. Mayor Maly stated either Mayor or a Councilman is eligible to sign. Councilman Lewin commented that whoever puts their name on the check is responsible for the purchases.

Mayor Maly announced Councilman Green is heading up a committee to rewrite the charter to include metes and bounds and other issues. He explained the process for a charter rewrite includes sponsorship by a legislator and Senate and House to approval; however policy is established by this Council.

Hearing no further comment from the public, Mayor Maly thanked everyone for attending. He suggested anyone with additional questions to send them over to Council.

*Charlotte L. Klauder*  
Town Clerk