

Town of Camden
Regular Town Council Meeting
Camden Municipal Building
July 6, 2015

CALL TO ORDER

Mayor King called the meeting to order at 7:00 p.m. and noticed that this regular Council Meeting was being held in compliance with the Delaware Open Public Meeting Act by posting the agenda on June 26, 2015, in the following manner:

- a. The electronic sign,
- b. The Official Bulletin Board, and
- c. The official Town of Camden Web Site.

Blake King led attendees in the Pledge of Allegiance.

Mayor King led a moment of silence.

Council Attending: Mayor King, Vice-Mayor Green, Councilman Dougherty, Councilman Casquarelli, and Councilwoman Torres.

Staff Attending: Chief William Bryson, Town Manager Aaron Chaffinch, Town Clerk Jamie Fenske, Town Solicitor Craig Eliassen, Account Specialist Amanda Marlow, and Financial Officer Tom Josiah.

AMENDMENTS

Motion made by Vice-Mayor Green, seconded by Councilman Dougherty, to move New Business item 6a. audit before announcements for budgetary reasons. All in favor; none opposed.

NEW BUSINESS

Audit

Paige Rubino from Horty and Horty stated that the audit for 2012, 2013, and 2014 is now complete. Horty and Horty met with Mayor King, Councilman Dougherty, Mrs. Marlow, Mr. Josiah, and Mr. Chaffinch earlier today to discuss the findings.

Mr. Josiah recommended accepting the audit as presented. He explained that he is satisfied with the audit. The Town is in good shape as long as we keep n the existing spending track.

Mayor King explained that he feels the Town has made a substantial improvement and will stay on top of audits from here on out.

Mayor King thanked Horty and Horty, Mrs. Marlow, and Mr. Josiah for all of their hard work.

Motion made by Vice-Mayor Green, seconded by Councilwoman Torres, to approve audit as submitted. All in favor; none opposed.

ANNOUNCEMENTS

Mayor King congratulated Councilwoman Torres on the birth of her daughter.

MINUTES

Motion made by Councilwoman Torres, seconded by Vice-Mayor Green, to approve the June 1, 2015 regular meeting minutes. All in favor; none opposed.

FINANCE REPORT

Account Specialist Amanda Marlow stated that property tax bills were mailed out on July 1st. She added that the new fiscal year budget has been uploaded.

POLICE REPORT

Chief Bryson's report included but was not limited to traffic arrests and criminal activity.

Chief Bryson informed Mayor and Council that the police academy starts the second week of September. Four people have been picked to have backgrounds.

Chief Bryson explained that there have been some recent funding issues. The State cut the funding for DELJIS.

Chief Bryson added that the Delaware State Police Academy went from \$1100 to \$1450.

Councilman Casquarelli questioned how the police vehicles are doing.

Chief Bryson explained that the new Tahoe is waiting on equipment to be installed. Once the new Tahoe is ready the Impala will be the spare car.

Vice-Mayor Green questioned how the oral boards went for the applicants.

Chief Bryson explained that each applicant was given seven questions and were graded separately by 3 officers; the top 4 scores will have background checks done.

Councilwoman Torres questioned if social media is checked.

Chief Bryson explained that all social media will be checked during the background investigation.

Councilwoman Torres questioned if the camera at GameStop is working.

Chief Bryson stated that it is installed but we are waiting on equipment that will be installed this week.

TOWN MANAGER REPORT

Mr. Chaffinch gave a breakdown of the Public Works Directors weekly duties.

Mr. Chaffinch thanked Jamie and Amanda for getting the property tax bills out. He added that a lot of people taking advantage of the discount already.

Councilman Casquarelli questioned if any new businesses are coming to town.

Ms. Fenske replied that the Dover Federal Credit Union has made contact about developing their property on Route 13.

CAMDEN WYOMING FIRE DEPARTMENT

None.

CAMDEN WYOMING SEWER & WATER AUTHORITY

Peter Couming explained that he would address the CWSWA later on the agenda.

FRIENDS OF HISTORIC CAMDEN

Mrs. Tracy Green explained that there will not be a regular meeting this month.

Mrs. Green invited Mayor, Council, and staff to the annual FOHC picnic on September 19th.

VFW

None.

MAYOR

Mayor King thanked the Council for successfully passing another budget this year. He also thanked Chief Bryson on his dedication.

NEW BUSINESS

CWSWA Permit

Dan Ridgely – CWSWA Board member stated that the project is for a 1 million gallon tank that will supply a future 2,500 customers. The last water tower that was built, on Brenda Lane, a permit fee was not charged. Ordinance #89 states that the Town follows the International

Building Code 2006. The International Building Code 2006 explains that permit fees for public service may be waived. The CWSWA has already hired third party inspectors for the foundation and the Department for Public Health will monitor the project.

Councilwoman Torres stated that the water tower will service Camden and Wyoming but no financial burden is put on the town of Wyoming even though Wyoming customers will be utilizing the new tower.

Mayor King questioned what the timeframe is from DNREC.

Mr. Couming explained that they have to have it completed by 2018.

Mr. Eliassen stated that he does not interpret the International Building Code to bar a permit fee.

Mr. Ridgely proposed that a special fee schedule be put in place for similar projects. Kent County would charge approximately \$27,000, New Castle County approximately \$28,000, and Sussex County approximately \$28,000.

Vice-Mayor Green explained that the Town of Camden would take the financial burden.

Councilman Dougherty reported that the town has given up the tax base for this property since the CWSWA is tax exempt.

Councilman Casquarelli agreed that the financial burden is all on the Town of Camden.

Mr. Couming added that the CWSWA is the town's water and sewer. He added that their budget keeps their system running and running right.

Mr. Ridgely reported that they would be covering the cost of the inspections.

Mayor King detailed that if the Marshall and Swift evaluation was used the permit would be approximately \$95,000. If the figure from the CWSWA was used the permit would be \$64,000.

Mr. Ridgely requested that Mayor and Council entertain a different fee schedule for above ground infrastructure.

Mr. Eliassen asked if the property was not annexed into Town of Camden, would there have been an impact fee with Kent County.

Mr. Ridgely stated that he was not sure.

Mayor King questioned if the permit fee is not waived by the Town of Camden, would rates be increased for all customers and if so how much.

Mr. Ridgely explained that the CWSWA is borrowing money for the tower but not for unforeseen condition costs. If the permit fee was divided amongst all the customers it would be \$33.78 per customer.

Mr. Couming detailed that the CWSWA has the money for the tower but it is cheaper to use the banks money.

Mayor King questioned if the CWSWA compared fees for Camden and Kent County before annexing the property in.

Mr. Ridgely stated that a fee was not anticipated through the Town of Camden because there was no fee for the water tower on Brenda Lane.

Mr. Couming stated that there was no consideration of fees before they annexed into town.

Councilman Dougherty questioned Ms. Fenske if he had a contractor come to his house with a project that he said cost \$7,000 but our formula said \$10,000, which amount would the Town use.

Ms. Fenske explained that we would use our formula, not the contractors figure.

Mayor King expressed that the Town does not want to be discriminatory to anyone. If the Marshall and Swift formula is used the permit would be \$94,760, if the CWSWA amount is used the permit would be \$64,000.

Mr. Ridgely stated that he is asking for a permit fee of .85% of the total cost of project instead of the 4% that the Town charges.

Mrs. Marlow explained that the Town charges only a permit fee and not a permit fee and an impact fee.

Mr. Ridgely added that the Fire Department may waive the .25% because the CWSWA does not charge them for water.

Mr. Eliassen specified that a new fee schedule would need to be a new business item.

Mr. Ridgely asked to have the item tabled until the August Council Meeting.

Public Works employee

Councilman Dougherty explained that at the June Council Meeting, grass cutting was discussed. It was mentioned that it costs about \$30,000 for grass cutting. The public works department currently only has one employee. The wage scale has 2 employees that make approximately \$22,000 a year. He suggested that maybe this should be the way to go because they will be insured to drive the vehicles and will not have to be driven around. We currently have a part time temporary employee that is not insured to drive the vehicles. During the non-grass cutting months this employee could do other odd jobs around town.

Mayor King added that the Town is currently seeking other grass bids.

Mr. Chaffinch stated that he has put together a list and will be reaching out to them shortly.

Councilwoman Torres questioned how much the total cost would be for the employee.

Mrs. Marlow explained that it would be \$31,736 based on an annual salary of \$20,280.

Councilman Dougherty specified that this employee would be available all year around.

Vice-Mayor Green commended Councilman Dougherty on all of his hard work.

Vice-Mayor Green added that he would much rather have another employee than a service. Then we could have our Code Enforcement officer doing code enforcement.

Mr. Chaffinch added that initially it would take some time to get the employee familiar with the town and equipment.

Mayor King asked to have this item tabled until the August Council Meeting.

Dog barking ordinance

Mr. Chaffinch explained that there have been two different complaints about a dog barking in Tamarac development.

Chief Bryson added that this has been going on for six years. The dog is a retired K9 for the Department of Corrections. When the reporting person called into 911, Kent Comm sent Kent County SPCA. The complainant then came into the police station and was told to insist that a Camden police officer be dispatched since it is our ordinance that is in violation. He recommended that the witnesses keep a written record of the dog barking. If a police officer does not witness the violation and a witness does not want to get involved in prosecution then there is nothing the police department can do.

Chief Bryson specified that he is still working on the issue.

Amendment to Operating budget for CR Capital Funds

Mr. Chaffinch explained that this is based on the discussion from the June Council Meeting. This is a restructured ordinance that does not include the part about after 5 years it is up to the Mayor and Council's discretion to turn over the money to CR Capital Funds. It is also now a part of the annual budgeting process.

Mr. Chaffinch read the title only, Ordinance #2015-O-03 Ordinance to Provide for a School Capital Reserve Fund.

A motion was made by Vice-Mayor Green, seconded by Councilman Dougherty, to approve the first reading of Ordinance #2015-O-03 Ordinance to Provide for a School Capital Reserve Fund. All in favor; none opposed.

OLD BUSINESS

CR Capital Reserve Funds

Mrs. Marlow explained that there is a total amount of \$52,730.27 in the CR Capital Reserve Fund. \$22,672.84 has been collected in the past 5 years.

Vice-Mayor King stated that CR could not ask for the money before because of the wording in the ordinance. He thinks that the town should give the full amount of \$52,730.27 to them since it was collected for them.

Councilman Dougherty added that the ordinance created an obstacle for CR and that he thinks the full amount should be given to them.

Councilman Casquarelli added that he thinks the full amount should be given to CR.

A motion was made by Vice-Mayor Green, seconded by Councilman Casquarelli, to issue \$52,730.27 to CR Capital Reserve Fund. Roll Call:

Mayor King – yes

Vice-Mayor Green – yes

Councilwoman Torres – yes

Councilman Dougherty – yes

Councilman Casquarelli – yes

PUBLIC COMMENTS

Mike Schock questioned if the permit fee broken down for CWSWA customers of \$33.78 will be applied to every customer even if they only have sewer and is it only a onetime fee.

Councilman Dougherty explained that there will not be an increase for this fiscal year for water rates. New customer impact fees will go up 5% each year.

Mr. Schock added that per the HOA for Tamara, dog kennels are not allowed.

Tracy Green reported that the CWSWA gets money monthly for allowing cell phone antennas on the towers. They will be getting additional money each month for new cell phone antennas on the new tower.

COUNCIL COMMENTS

Vice-Mayor Green stated that he feels that Mayor and Council does great work.

Mayor King agreed that the present Council is great.

ADJOURNMENT

At 9:20m. a motion was made by Vice-Mayor Green, seconded by Councilman Casquarelli, to adjourn the regular meeting. All in favor; none opposed.

*Respectfully submitted,
Jamie Fenske, Town Clerk*