

**Town of Camden
Regular Town Council Meeting
Camden Municipal Building
December 3, 2018**

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 November 23, 2018, in the following manner:

- a. The electronic sign,
- b. The Official Bulletin Board,
- c. The Dover Post,
- d. The News Journal, and
- e. 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 Torres, Councilman Dougherty, and Councilman Schock.

Council Absent: Councilman Findley

Staff Attending: Town Manager Aaron Chaffinch, Town Clerk Jamie Fenske, Account Specialist Amanda Marlow, Town Solicitor Craig Eliassen and Police Chief Marcus Whitney.

AMENDMENTS

A motion was made by Councilman Schock, seconded by Vice-Mayor Torres to move New Business item 9a to after New Business item 6a. All in favor; none opposed.

ANNOUNCEMENTS

Caroling in Camden will be Friday, December 7th from 6:30-8pm.

Town Hall will be closed from December 25th – January 1st.

Town Hall will be closed for January 21, 2019 in observance of Martin Luther King Day.

Municipal election is scheduled for Saturday, February 23, 2019 from 12-8 p.m. at the Camden Municipal Building. Available seat is currently held by Councilman Dougherty will be open. Qualified parties may submit a letter of intent to the Town Clerk no later than the close of business on January 25, 2019.

MINUTES

A motion was made by Vice-Mayor Torres, seconded by Councilman Schock, to approve the November 5, 2018 regular meeting minutes. All in favor; none opposed.

PUBLIC HEARING

Delaware Community Development Block Grant (CDBG) Program

Frank Paquette explained that there is money available for low income families. He added that there are income regulations. He detailed that there have to be 4 applications submitted for each area by January 29th.

Vice Mayor Torres questioned how people are to apply for the grant.

Mr. Paquette stated that they may visit the Kent County website and click on the planning tab.

Mayor King thanked Mr. Paquette for his presentation and all of his help.

There were no public comments.

Amendment to the Zoning Ordinance

Mayor King reminded Council and the public that this amendment is to removed industrial zoning from the zoning ordinance since it is no longer a zone for the Town of Camden.

Mr. Eliassen explained that he has reviewed the amendment with Ms. Fenske and supports it fully.

NEW BUSINESS

Delaware Community Development Block Grant Resolutions

A motion was made by Vice-Mayor Torres, seconded by Councilman Dougherty to approve Resolution 2018-R-04 . All in favor; none opposed.

A motion was made by Councilman Schock, seconded by Councilman Dougherty to approve Resolution 2-18-R-05. All in favor; none opposed.

Comprehensive Plan Update

Linda Raab explained that this is a mandatory 10 year update. She added that the Planning Commission has reviewed this plan as submitted and has recommended that Mayor and Council submit the plan to PLUS for review.

Sean Oniel added that this is a long term plan and needs to be what Mayor and Council are planning for the next 10 years.

Vice-Mayor explained that her concern is over crowding in schools and questioned if there is anything that can be put in this plan to help with that.

Mr. Eliassen added that he believes there is a new middle school in the works that may help with Vice-Mayor Torres' concern.

Mayor King thanked Mrs. Raab and Mr. Oniel for their presentation at the Planning Commission meeting.

Mayor King stated that Briar Park development is on the future annexation map and that he worries that the infrastructure could be a large expense to the Town of Camden if annexed.

A motion was made by Councilman Dougherty, seconded by Councilman Schock to submit the Comprehensive Plan to PLUS with the removal of Briar Park from the future annexation map. All in favor; none opposed.

FINANCE REPORT

Mrs. Marlow stated that the auditors were here this week. She added that they hope to present their report to Mayor and Council at the February Council Meeting. She detailed that Mr. Josiah will also be present at the February Council Meeting.

Mrs. Marlow explained that the quarterly tax bills were mailed out and are due December 31st. She added that rental and business licenses will be mailed by December 15th and that they are due by January 31, 2019.

CAMDEN WYOMING FIRE DEPARTMENT

None.

CAMDEN WYOMING SEWER & WATER AUTHORITY

None.

FRIENDS OF HISTORIC CAMDEN

None.

VFW

Vice-Commander Todd Fairhurst stated that the Camden VFW will be hosting a Pearl Harbor Ceremony here at Town Hall on December 7th at 5pm. He added that the VFW will be supplying hot chocolate at Caroling in Camden. He detailed that the VFW will be visiting the veterans at

the VA Hospital in Elsmere on December 8th. They will also be participating in their first Code Purple event of the season on December 31st.

Mayor King thanked Mr. Fairhurst and the Camden VFW for their continued support at Caroling in Camden.

Mr. Kelly questioned what time he and other volunteers should be at the Post to help at Code Purple.

Mr. Fairhurst stated they will start cooking around 3pm and will leave around 4:45pm.

Mayor King thanked Mr. Fairhurst for his update.

POLICE REPORT

Chief Whitney gave a report that included but was not limited to traffic arrests and criminal activity. He added that the crane company broke a part of the sidewalk during the tower installation and will be back to repair it. He explained that he has reached out to AT&T and Verizon to see if they would like to rent space on the antenna and that Verizon was not interested at this time. He added that the new hire job opportunity closed on November 30th.

Mayor King stated that the police officers are doing a great job. He added that he got report that Corporal Bishop was the responding officer on an accident and that he was very positive and a great reflection on the Town of Camden.

TOWN MANAGER REPORT

Mr. Chaffinch reported that the October RETT was \$22,830.77.

Mr. Chaffinch explained that there will be an executive session at the January Council Meeting regarding potential litigation with Newells Creek. He added that he heard back from the Food Bank about the Joe Butcher Food Drive and there was 1,151 pounds collected. He detailed that the rain is holding up the storm drain repair at Newells Creek. He stated that the parking lot resurface project at Town Hall will most likely have to wait until spring due to weather.

MAYOR

Mayor King thanked Mrs. Kane and her 4H group for decorating the tree in the lobby and the Council Chambers.

Mayor King invited everyone to attend Caroling in Camden will be December 7th from 6:30pm until 8pm.

Mayor King thanked Council, staff, and the police department for their continued dedication to the Town of Camden.

OLD BUSINESS

None.

NEW BUSINESS

Amendment to the Zoning Ordinance

A motion was made by Councilman Schock, seconded by Vice-Mayor Torres, to approve the final reading of Ordinance 2018-O-01 Amendment to the Zoning Ordinance. Roll call;

Mayor King - yes

Vice-Mayor Torres - yes

Councilman Schock - yes

Councilman Dougherty - yes

Councilman Findley - absent

Motion carried.

NEW BUSINESS

Police Department

Chief Whitney explained that there were 3 resumes submitted and that he will be conducting a modified background and contacting current and previous employers. He added that the applicants asked him to not contact their current employers until it was necessary. He added that they will have to sign waivers to allow him to get employer information.

Vice-Mayor Torres questioned if there will be salary discussion once he makes his decision or if he would like to do that before.

Chief Whitney stated that there is a range of experience from 4 years to 17 years. He added that all three applicants have stated that they are not willing to accept the \$43,000.

Mr. Eliassen recommended giving a range of salary with parameters.

Councilman Dougherty explained that he is only willing to follow the pay scale that is already set in place.

Chief Whitney stated that he does not want to put anyone in at 16 year experience. He added that he is familiar with all three candidates but still wants to know about current and previous employment. He added that he will be doing an abbreviated FTO depending on the candidate.

PUBLIC COMMENTS

None.

COUNCIL COMMENTS

None.

EXECUTIVE SESSION

To consider strategy with respect to pending and/or potential litigation and/or with respect to personnel issues.

A motion was made at 8:33pm by Councilman Schock, seconded by Vice-Mayor Torres, to adjourn the council meeting and enter executive session. All in favor; none opposed.

Mayor, Council (Councilman Findley absent), Chief Whitney, Account Specialist Amanda Marlow, and Town Clerk Jamie Fenske met to discuss personnel issues.

Discussion with Mayor and Council about the salary to be offered to the potential new hire for the police department.

Mayor King, Vice-Mayor Torres, Councilman Dougherty, Councilman Schock, Chief Whitney, Town Clerk Jamie Fenske, Account Specialist Amanda Marlow were present.

No motion was made during executive session.

A motion was made at 9:25pm by Vice-Mayor Torres, seconded by Councilman Schock, to adjourn executive session. All in favor; none opposed.

ADJOURNMENT

A motion was made at 9:25pm by Vice-Mayor Torres, seconded by Councilman Schock, to adjourn the council meeting. All in favor; none opposed.

*Respectfully submitted,
Jamie Fenske, Town Clerk*