

**Town of Camden
Regular Town Council Meeting
Camden Municipal Building
January 6, 2020**

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 December 27, 2019, in the following manner:

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

Vice Mayor Tracy Torres led attendees in the Pledge of Allegiance.

Mayor King led a moment of silence.

Council Attending: Mayor King, Vice-Mayor Torres, Councilman Schock, Councilman Dougherty, Councilwoman Rhodes.

Council Absent: None

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

AMENDMENTS

None.

ANNOUNCEMENTS

Mayor King explained Town Hall will be closed in observation of Martin Luther King Day on January 20, 2020.

Mayor King Stated that the Town of Camden Elections will be held on February 29, 2020 from 12pm-8pm at Town Hall. The available seats are open for Mayor two (2) years term and two (2) council seats with a three (3) years term. Qualified parties must submit letter of intent to Town Clerk no later than January 31, 2020.

MINUTES

A motion was made by Councilman Schock, seconded by Councilwoman Rhodes, to approve the December 2, 2019 regular meeting minutes. All in favor; none opposed.

FINANCE REPORT

Mrs. Marlow said the quarterly tax bills were mailed out in December of 2019 and the amount was \$8,541.00 due by January 31, 2020. Mr. Josiah will be attending the February council meeting to discuss October, November and December quarterly report as well as Horty and Horty to give the 2019 Fiscal Audit.

Mayor King said we're about \$61,000.00 in past due taxes that have not been paid. Amanda explained that this time last year the town was around \$8,000.00 in past due taxes and that we have been aggressively sending out notices. She expressed that there has been a lot of discrepancy between the taxpayer and mortgage company on who pays it. She is mailing out final notices and that if they are not paid by a certain date then all delinquent taxes will be put in the paper.

CAMDEN WYOMING FIRE DEPARTMENT

Commissioner Sweeney attested that Camden Wyoming Fire Department is one of the busiest with having the biggest districts, most houses, and they do a lot of work in the Camden Wyoming District. Commissioner Sweeney appreciates what they do for the area.

CAMDEN WYOMING SEWER & WATER AUTHORITY

None.

FRIENDS OF HISTORIC CAMDEN

Mrs. Chappell said there was not much to report at this time. Mayor King thanked her for speaking on behalf of Mrs. Teller at the clock dedication on December 9, 2019.

VFW

None.

POLICE REPORT

Chief Whitney gave a report that November had 1,100 hours on duty and of that 223 spent on patrol, 179 criminal investigations, 71 community services, and 11 hours in training. During that period 18.5 hours were paid overtime and they cut that back by 2 hours. They logged a total of 133 traffic arrest, 56 warnings, 29 criminal arrest, 387 service calls in November of 2019 compared to 342 in November of 2018. He is aware that it was doubled from last year total calls for service because they are usually around 3600-3800 but added end of year of total cost broke over 4.500. he believes it stems from growth and property crimes and that's not residential its commercial and shopliftings which has a huge impact on that number.

Some more reported crimes were 1 burglary, 2 sex crimes, 1 stolen vehicle, 6 assaults, 10 theft, 10 shopliftings, and 1 criminal mischief. Mayor King stated that the officers are maintaining a good monthly contact rate and are being proactive whether it's with warnings or tickets. He said that

he is impressed with the department and to keep up with the good work and they are appreciated. Lastly, he added that he has been getting a lot of compliments on how clean the police vehicles look and how well they are maintained.

TOWN MANAGER REPORT

Mr. Chaffinch reported that the November RETT check was \$30,233.12. He said that Murial court sewer pipe repair project was estimated around \$46,000.00 and the Town has received all the money from our legislators and the paperwork has come back allowing us to proceed with the work and River Rock Contracting will be conducting the work.

MAYOR

Mayor King stated that he has been honored to serve as the Mayor and he will no longer be running for Mayor and his last meeting will be February 3, 2020. He added that the reason being is to spend time with his son and his adventures into sport activities as well as coaching him and that will consume an abundance of his time. The role of the Mayors position is going to start requiring more time than it did when he stepped into the position about 10 years ago. He said he will continue to work for the next month. Mayor King said that the current council has accomplished a lot and he's proud of where they are now.

Prior to becoming Mayor, the Police Department was struggling, losing jobs and there was embezzlement within the town and other issues that were sinking the town. Mayor and Council became aggressive and have been able to balance and maintain the budget for the past 8 years. He added the past two years that our budget has been lean and we are on that threshold of getting a tax increase because they have stretched the budget to look out for our residents. As the Mayor and Council are all taxpayers, they began to get conservative and aggressive. He stated that citizens need to understand that there are areas within the budget that need more attention such as public safety.

In closing Mayor King expressed how honored he has been to serve everyone and appreciates all the support and he will be forever grateful. Mayor King feels that now with the Towns Staff, Police Department, and Council he can step away with confidence and he's comfortable with who's representing the town. Mayor King added that even though he's stepping down as Mayor he's still a resident of the Town, a business owner; of 4-year generations and his son is the 5th generation. His son continues to attend Caesar Rodney School District and the Town of Camden has meant a lot to him and his family and they will continue to be supportive of the Town.

NEW BUSINESS

Chief Whitney explained that he would like to convert the Towns existing Access Control Infrastructure to a Hosted Access Control System. Our current server is 10 years old and if anything, happens to the existing system, they would have to shut the entire building down to

repair it. The town pays \$250.00 for existing system with limited services. The new system would be \$982.00 a month which would roughly be \$688.00 a month additionally.

Ryan Kelly - Representative from Advantech, explained they are looking not to convert everything over but to keep devices such as key fobs, devices, card readers, and iPads. They would be converting the head end into the cloud services which enables Chief Whitney to do a better audit from his phone with the access control from any location, day or night and weekends. Chief Whitney would have the ability to turn on and off if anything should happen, he can unlock from his phone. Ryan stated that other Towns in the area have this Control System as well as the Camden Wyoming Fire Department.

Mayor King asked who else would have access to the system. Ryan stated that they could grant access to the Town Manager as well. Mayor King agreed that the system would be beneficial to have an alternative access. He asked whose budget would it be coming out of because it's both town and Police Department. Mrs. Marlow stated that there is an admin security budget line which it would be coming out of and she explain the whole building is a shared expense.

Councilman Dougherty asked if buying a new system and having it for the next 10 years and keeping it would be as significant.

Bill Hickox- Chief Operator of Advantech stated that we would be upgrading head end equipment, boards in the enclosure to move to the new platform. Which would give Chief Whitney the ability to have mobile access from a computer, iPad or laptop from home or any location. However, in order to do that they would have to put the new updated boards into that system. Bill Hickox expressed that once they have that ability the ongoing cost of server replacement, upgrading software, latest virus goes away. You're paying for a service because it rests in a what's referred as AWS which is Amazon Web Services. Sits in an Amazon cloud and the AWS allows the Town to stay safe, secure, no more updates or down time and data is protected. If an individual server was bought and it went down that means everything is down because the Town would have to buy a new server, wait for it to come in, and rebuild the new server. The Home Access Control System allows you to have planned budget expense.

Chief Whitney also added that if the server goes down on the existing system and down for a length time, certain doors are defaulted to secure and defaulted to unsecure and the cell block is default to unsecure because they can't have prisoners locked in.

Councilman Dougherty wanted to know if this could be budgeted in 12 months because everyone involved is spending money.

Bill Hickox recognized the expense for the conversion and explained that it's in the town best interested in converting the system over and said that there are certain Towns this size throughout this state. City of Lewis, Town of Felton, Town of Georgetown, and Town of Pocomoke that have all migrated to this system.

Vice-Mayor Torres question if Chief Whitney would have access to see who's trying to access the building from his phone. Bill Hickox said he would be able to see and can instantly lock the building down with one button. Ryan stated he can send out a mass notification based on the panic alarm or that the building is closed.

Chief Whitney stated that everyone with a key fob would have direct notification.

Mayor King stated that the conversion is \$5,985.00 with a monthly charge of \$982.00.

Councilman Dougherty ask how long the contract was for and as well as the terms.

Bill Hickox stated that in their history of them offering their managed solution, they have never increased their monthly cost and they will commit that to the Town of Camden. Therefore; the monthly fee will never rise for the lifetime of this contract. The life of the contact is at the Towns discretion for Advantech. If the Town wants to cancel after one month, they can. He added that they will commit to our same rate now like they did for their very first customer which was Wolf Creek Business Park in Dover DE. That was roughly 10-11 years ago when they received their contract and they never have increased their rate.

Councilwoman Rhodes asked if they could include the sally port.

Chief Whitney said that would be two additional readers. One for the Garage and the other for the personnel door

The building currently has 56 readers and the sally port would be an additional two making 58 readers. Bill Hickox said they would hold price on the table now for 58 doors.

Councilwoman Torres asked Mrs. Marlow if the budget would come from the admin security as a budget line item. Mrs., Marlow said she would have to look more into it and informed her that the accounting software was separate. She also explained that computer consulting is through Delaware Micro who does our security for computer software and they are monthly.

Councilman Dougherty said that since this is a security, we will have to take some money from RETT each month to fund and next year adjust the budget line items to allow for this. Mrs. Marlow agreed and \$982.00 should come out of RETT and move amount each month until June to come out of RETT but after that we need to put in our budget, so we won't be dependent on RETT every single month.

A motion was made by Councilman Dougherty, seconded by Councilman Schock, to approve the \$5985.00 to be removed from RETT and \$982.00 monthly until June regarding Advantech presentation. All in favor; none opposed.

Chief Whitney explained the dump truck which is a six-wheel 5 ton and as it sits and not equipped to handle a large storm and is asking for \$15,000.00 to buy a snowplow for it. He expressed the town subcontracts out snowplow removal. He explained the plow truck can be used for regular plowing. He said the company has to fabricate and fit the 5-ton truck for the plow. It will have the complete system which is the hydraulic and electronic system, and attachments to remove the plow when needed.

Councilwoman Rhodes questioned if we ever sold one of the towns pickup.

Mrs. Marlow stated we did not because there was one bid placed and when she called him to inform him that he was the successful bidder. He told her that he was no longer interested because

he was moving. She also asked Harold if the initial bidder was still interested in the truck for \$2,500.00 and she has not heard anything back.

Councilmen Dougherty expressed how he isn't opposed to this, but his concern is with the ongoing maintenance.

Chief Whitney explained there had been some invoices that were high in maintenance with the forklift needing tires.

Councilmen Dougherty stated that we spent \$13,000.00 last month for hydraulics on the forklift and it should be in good shape now.

Chief Whitney agreed that the forklift is in good shape and the truck is in good shape as well minus the plow and salt spreader.

Councilman Dougherty expressed that the truck was received at no cost. 3 Vehicle with 3 people to drive them.

Mayor King explained that \$15,000.00 for the plow would allow the Town employees to be self-sufficient and we would not have to pay someone else to plow the town. If we needed to sell the truck for any reason in a pinch the plow would increase the value.

Mayor King question where the plow truck would be stored.

Chief Whitney said it would be stored along the side of where the current plows are being stored.

Councilwoman Torres asked why this was the only bid.

Chief Whitney stated this was the only company in the local area besides out west that has the experience with converting the 5-ton truck by adding a plow.

Councilwoman Torres said she isn't opposed to this, but she's not inclined to approve this because they just approved money last month for the forklift to be repaired. She stated that adding the plow to the truck would be more beneficial to the Town but considering they voted to approve a forklift investment she isn't ok with keep approving. She would rather have had this presented to Mayor and Council prior to the forklift needing repairs.

Councilwoman Rhodes question what we have spent in the past for snow removal.

Mrs. Marlow said it has been roughly around the \$7,000.00 budget for snow removal.

Councilwoman Torres questioned if the new roads behind Wawa were the Towns responsibility or private.

Chief Whitney explained that it should be overturned to the town it will be our responsibility, but he believes that it has not been determined yet.

Craig Eliassen said he doesn't believe it has been overturned to the Town.

Mayor King stated that the quote is good for 60 days.

Chief Whitney suggested to table it for next month.

Mayor King tabled it until next month. He would like to hear what Tom Josiah has to say about their budget.

PUBLIC COMMENTS

Mary Ann Faust- Barclay Farms, expressed her concern since the new apartments are being built, will we hire more police officers because of the growth. She was also glad that they passed the security system for the Town building.

Mayor King informed her that's the plan and council has been proactive on hiring Police officers.

Gail Christensen- 21 S main St, she is a new resident and she is very pleased with the clock. She asked who or if the Town gets grants for Police departments and other areas.

Mayor Kings explained to her that Chief Whitney does the grants for the Police department.

Town Manager Aaron Chaffinch said that on the Towns side of grants we received \$46 ,000.00 from legislator and Community Transportation Funds which fund the sewer situation. The town received \$50,000.00 from DNREC MS4 storm water system within the Town which is ongoing.

Mayor King explained that the grants are beneficial for school resource officers, but the tax base has to support because they want to have officers here for 20-25 years and not rely on grants because they run out and he wants to continue that officers salary with revenue that we have coming in. He said Policing is 110 percent important and commended Chief Whitney on getting grants. He Thanked Senator Trey Paradee and Representative Lyndon Yearick for their support system and receiving funds year after year for road infrastructures and other things.

Commissioner Sweeney stated that the town receives reimbursement for public safety from the County.

Gail Christensen ask about the property on the corner of Main St and Camden Wyoming Ave the property that's the least attractive and wants to know process for code enforcement.

Craig Eliassen said that condemnation is a very lengthy and expensive process to do. He said steps are being taken to address the issue.

Mike O'brien- Barclay Farms, question 3 seats will be open on council and wanted to know the requirements.

Mayor King informed him that you must be a resident and lived within town limits for 1 year.

Andrew Walls- The Orchards, asked what the whole process was for the approval of the apartment complex. He said he loves his small-town community and he would like to see it grow but not so fast.

Mayor King stated that it is not a Mayor and Council vote and it goes through the process of Planning Commission and explained the process.

Craig Eliassen stated that Planning Commission did a site plan review because the parcel is zone multi-family, they then consider the submission of the site plan and imposed additional conditions, then approved it. The purpose of a Planning Commission not to reject the application but to consider it and make some modifications.

Donna Chappell- Is very pleased with the clock and how beautiful the square and the clock looks. She suggested getting a bench there as well.

Mayor King- Expressed with him leaving and moving on he's knows the town is in good hands because morale is up in all departments, savings is there, and he is proud of the police department

Maxine Wayson-300 Williams St. She commended Town Council on the clock dedicated for Maryann Teller. She expressed how beautiful it looks as well as the corner.

Mr. Chappell- Thanked Town Council for them being conservative and the steps the Town has taken to make it better in all departments. He expressed how Mayor King's services has improved the town and is very thankful.

Commissioner Swinney-Suggested that Kent County has a Community Grant service grant fund. He suggested the Town reaching out to Kent County.

Gail Christensen- Question if South side of Main Street will have a brick sidewalk.

COUNCIL COMMENTS

Councilman Dougherty- Expressed how impressed he is with Mary Ellen Gary. He is very pleased with her suggestion on making the architectural designs on the buildings, making them look presentable, and she is extremely knowledgeable. He is happy with her actions with the apartments complex getting the fence on the North side and explained why the Planning Commission could not deny them. He suggested on the community coming to the Planning Commission meetings on the 3rd Wednesday of every month.

Mayor King- Expressed if the residents come to the Planning Commission meetings they will learn and understand more about the details of any pending projects.

Councilwoman Rhodes- Stated that the Tidbury Crossing sidewalk has not been fixed yet.

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 8:46pm by Councilman Schock, seconded by Vice-Mayor Torres, to adjourn the council meeting and enter executive session. All in favor; none opposed

ADJOURNMENT

Meeting was adjourned at 9:10pm.

*Respectfully submitted,
Sarah Cahall, Town Clerk*