



Town of Wyoming
Council Meeting Minutes
Wyoming Municipal Building
March 6, 2017, 7:30 P.M.

REGULAR TOWN COUNCIL MEETING

CALL TO ORDER – Mayor Rife called the Meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE – Mayor Dale Rife

MOMENT OF SILENCE – for our Troops – Mayor Dale Rife

ROLL CALL

Council attending: Mayor, Dale Rife; Treasurer, Kyle Dixon; Council Member, Doug Denison and Council Member David Reed

Council Absent: Secretary, Georgette Williams.

Mr. Dixon motioned with a second from Mr. Denison to excuse Ms. Williams from the meeting due to illness. Mayor Rife, Mr. Dixon, Mr. Denison, and Mr. Reed. Aye. None Opposed. Motion carried.

Staff attending: Laura Connor, Town Clerk; Chief Martin Willey; and Richard Snyder, Building Inspector

Audience attending: Glenn Neese, CW Fire Department; Joyce Stockslager; Elaine Bilow; Mike Marasco; Sheryl Ford; Bob Hayman, WSFS Facilities Manager; John Steele, WSFS Retail Operations; Barb Harris, WSFS AVP/Retail Office Manager; Megan Allan, WSFS Assistant Manager; Sal Bwint, WSFS Architect; Mark Russo, Vandemark & Lynch, Inc. Plan Manager; Joe Podgainey, WSFS VP Real Estate Operations

PUBLIC COMMENTS

- Mrs. Stockslager asked if there was anything that could be done regarding vehicles that are parking on Railroad Avenue that pull in too far and are blocking the sidewalk. Chief Willey indicated that he would monitor the situation and ticket the vehicles, if necessary.

ADOPTION OF AGENDA

Mayor Rife requested the following changes to the agenda:

- Under the Treasure's Report section, add the approval of the Amendment to the Budget Update
- Under the Treasure's Report section, add the approval of the Audit
- Under the New Business section, remove the final reading of Ordinance 35-17 and move it to the agenda in April.
- Under the New Business section, move the presentation by WSFS Bank to just after Adoption of Agenda

Mr. Denison moved with second by Mr. Reed to adopt the agenda with changes noted. Mayor Rife, Mr. Dixon, Mr. Denison, and Mr. Reed. Aye. None Opposed. Motion carried.

WSFS PRESENTATION

Mr. John Steele, WSFS Retail Operations introduced the representatives present from WSFS and turned the presentation over to Mr. Joe Podgainey, WSFS VP Real Estate Operations; Mr. Mark Russo, Vandemark & Lynch, Inc. Plan Manager; and Mr. Sal Bwint, WSFS Architect. These gentlemen presented the plans of the demolition and rebuilding of the WSFS Bank located at 120 W. Camden Wyoming Avenue. Displays that were provided during the presentation are available for viewing at the Town Hall. These plans will also be presented at the PLUS meeting and at the Planning & Zoning Meeting both are scheduled for Wednesday, March 22, 2017.

Mrs. Bilow asked if there was a tentative demolition date scheduled. Mr. Podgainey responded with hopefully July, if everything goes well. Mr. Neese asked what will happen to the safe deposit box that he currently has at the bank. Mr. Podgainey responded with letters are in the process of going out to all customers with safe deposit boxes that will inform them that they will need to remove all contents until after construction is completed and WSFS will assist on providing options with surrounding WSFS banks. Mr. Marasco asked if there was an estimated completion date. Mr. Podgainey responded with December 2017, if everything goes well. Mrs. Bilow stated that the bank has been around for several years and asked if the area was part of the Historic District. Mr. Podgainey responded that they realize there is an emotional attachment with several customers and the surrounding community, but the safety of the building, employees, and customers is most important.

ANNOUNCEMENTS – GOOD NEWS – MAYOR'S REPORT

- Mayor Rife proudly announced that Pam and Laura both received scholarships. Pam received a scholarship from Delaware Municipal Clerks Association (DMCA) to totally pay for her classes this year that are part of her Master Municipal Clerks (MMC) certification. Laura received a scholarship from Delaware League of Local Government (DLLG) to totally pay for her classes this year that are part of her Certified Municipal Clerks (CMC) certification.
- Mayor Rife provided an update on the status of the Maintenance Building at 321 Broad Street: electric is in the process of being hooked up and concrete should be placed either Wednesday or Thursday of next week (weather permitting)

- Mayor Rife introduced David Reed, the newest member of the Town Council.

CORRESPONDENCE

- Correspondence is available in Town Hall for anyone interested.

ADOPTION OF PREVIOUS MEETING MINUTES

The following minutes were presented:

- January 9, 2017, Council Meeting
- January 9, 2017, Executive Session
- January 13, 2017, Special Meeting (Election Volunteers/Resignation)
- January 27, 2017, Annexation Committee
- February 6, 2017, Council Meeting
- February 17, 2017, Council Meeting

Mr. Denison moved with second by Mr. Dixon to approve the minutes from the January 9, 2017 Council Meeting, January 9, 2017 Executive Session, and January 13, 2017 Special Meeting minutes as presented. Mayor Rife, Mr. Dixon, and Mr. Denison, Aye. None Opposed. Mr. Reed did not vote since he was not a Council Member at the time. Motion carried.

Mr. Dixon moved with a second by Mr. Reed to approve the minutes for the January 27, 2017 Annexation Committee, February 6, 2017 Council Meeting, and February 17, 2017 Council Meeting minutes as presented. Mayor Rife, Mr. Dixon, and Mr. Reed, Aye. None Opposed. Mr. Denison did not vote since he was not present at last month's meetings. Motion carried.

TREASURER'S REPORT

- Mr. Dixon presented the January and February reports for Council to review.

Mr. Dennison moved with a second from Mr. Dixon to approve the Treasurer's Report subject to audit. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

- Mr. Dixon reminded everyone that the results from the audit for review were presented at the January 9, 2017 Council Meeting. He asked if anyone had any questions. No questions were asked.

Mr. Denison moved with a second from Mr. Dixon to approve the Audit as presented. Mayor Rife, Mr. Dixon, Mr. Denison, Aye. None opposed. Mr. Reed did not vote as he was not a Council Member at the time the Audit was presented. Motion carried.

- Mr. Dixon presented the Amended Budget Update for Council to review. An updated Profit and Loss report should be completed by next week. This did not want to be completed until Amended Budget was approved.

Mr. Denison moved with a second from Mr. Dixon to approve the Amended Budget Update as presented. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

POLICE REPORT

- Chief Martin Willey presented reports from January and February.
- Mr. Dixon mentioned that he has seen on several social media sites that the Wyoming Police Department has been assisting other agencies (Frederica & Dover) with special operations.
- Mayor Rife stated that she heard that there is a law suit against Ford Explorers where some have been giving out carbon monoxide while being idled. There is not yet a recall, but to be proactive Mayor Rife asked Chief Willey to purchase one (1) carbon monoxide detector for our Ford Explorer for safety.

FIRE COMPANY REPORT

- Glen Neese presented December 2016 report (that was provided in the January 9, 2017 Council Meeting) and the January 2017 report
- Mr. Neese did not have any new updates but wanted to emphasize to everyone “Be safe”

C/W SEWER & WATER REPORT

- No one was in attendance to give report

PLANNING & ZONING

- No one was in attendance to give a report.
- Mayor Rife provided an update. Don Pommel has re-joined the P&Z Committee. The meetings for P&Z have changed from the 2nd Tuesday of every month to the 4th Wednesday of every month. The next P&Z meeting is scheduled for March 22, 2017.

BUILDING INSPECTOR REPORT

- Mr. Snyder presented reports for January and February. There were 31 open permits as of January 31, 2017 and 34 open permits as of February 28, 2017.
- Mayor Rife indicated that the grass ordinance (12-11) was attached to the March Newsletter
- Mr. Snyder indicated that he will be taking pictures and a letter will be sent regarding the property at the corner of Railroad Avenue and Southern Boulevard because of the structural concerns, broken windows, and blown off siding. There will also be pictures taken and a letter sent to 105 Front Street because of the broken windows.

Updates from Unfinished Business

- 46 Mechanic Street – this property is currently in the bank’s hands. The bank has indicated that foreclosure is in process. The bank will be removing any salvageable items from the property and place them in a warehouse, remove any asbestos and will eventually demo the house and other structures.

- 24 Mechanic Street – this property is boarded up and waiting for the Camden Wyoming Fire Department to burn. CW Fire Department is waiting for confirmation from DNREC before a date can be set.
- 321 Broad Street – Chief Willey mentioned that he was presented with a complaint of why is there not a sediment fence on the property during construction. Mayor Rife stated that she would check with Delmarva Pole Building and will follow up.
- Center Street – the demolition is in progress. Mr. Denison wants to keep an eye on this progress especially with it being so windy and debris is flying around.

PARK/STREET REPORT

- Mr. Reed presented a quote he received from Southern States for a zero turn lawnmower. Mr. Dixon questioned if this lawnmower was of commercial grade, he agrees with the zero turn, but is concerned with the money that was previously spent on previous lawnmowers. It was agreed with all that any new lawnmower will not be used to cut grass identified for Code Enforcement – equipment will be rented to cut this grass. It was mentioned that we want to properly maintain any new equipment and cutting grass not knowing what is within the grass (rocks, branches, and uneven ground) will assist in longevity of the new purchase. Mr. Dixon presented previous bids for lawnmowers that were received last year. Discussion occurred and all agreed that a 48” would be more useful than a 60” – more maneuverability and ability to use on current flatbed trailer. Mr. Reed to research and members will meet again after more quotes are provided.
- A discussion occurred regarding the blocked parking spaces beside the flag pole next to Town Hall.

Mr. Denison with a second from Mr. Reed to reconsider and amend the previous motion of the following that took place during the August 15, 2016 Council Meeting: “Chief Willey provided an update on the parking in front of the Tavern. A drawing was provided to all of Council that shows the area by the flag pole will be blocked and will eventually be just grass and 13 new spaces can be added. The grass area by the flag pole can also be used for when Lew piles snow in the winter months. It was also identified that the handicapped sign has been placed. Ms. Williams with a second from Mr. Denison to approve the drawing and proceed as presented. Mr. Witt, Ms. Williams, Mr. Dixon, Mr. Denison, Aye. None opposed. Motion carried”

Mr. Denison moved with a second from Mr. Reed to remove the cones and barriers; move the concrete bumpers; and allow patrons to park in the gravel area. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

ANNEXATION

- Plan of Services is currently in process for the annexation of 12171 Willow Grove Road into the Town of Wyoming. Updates will be provided at the next meeting.

UNFINISHED BUSINESS

- 321 Broad St – update provided earlier in this meeting under Building Inspector Report
- 24 S. Mechanic St – update provided earlier in this meeting under Building Inspector Report.
- 46 S. Mechanic St – update provided earlier in this meeting under Building Inspector Report
- Center Street Lot – update provided earlier in this meeting under Building Inspector Report.

BOARD OF ADJUSTMENTS

- No updates at this time

NEW BUSINESS

- Ordinance 35-17 – Adopting 2015 International Property Maintenance Code. Final reading will occur at next Council Meeting
- Election Status – There is still a one-year open seat available to fulfill the vacancy caused by the resignation of Mr. Witt. All members will be sworn into office on May 1, 2017.

CALENDAR OF EVENTS – Tentative schedule of meetings. Please check with Town Hall for any changes or cancellations.

- CWSWA, 03/14/17, 7:00 p.m., CWSWA Office
- Planning & Zoning Meeting, 03/22/2017, 7:00 p.m. Municipal Building
- Town Council Meeting – 04/03/17, 7:30 p.m., Municipal Building

PUBLIC COMMENTS

- Mrs. Stockslager asked the status of painting the road and placing the sign for the handicap parking space on 111 E. Third Street. Mr. Reed stated that he would follow up and provide an update.

COUNCIL COMMENTS

- None

Council took a break at 9:00 p.m.

Mr. Denison moved and was seconded by Mr. Reed to move into Executive Session at 9:02 p.m. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

Council returned to regular session at 10:24 p.m.

Mr. Denison moved with a second by Mr. Dixon to accept Pam Haddick's resignation of Office Manager. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

Mr. Dixon moved with a second by Mr. Denison to promote Laura Connor to Office Manager with that includes one dollar an hour raise that represents the additional responsibilities moved from the previous person to the current person accepting the Office Manager responsibilities. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

Mr. Denison moved with a second by Mr. Dixon to adjourn the meeting. Mayor Rife, Mr. Dixon, Mr. Denison, Mr. Reed, Aye. None opposed. Motion carried.

The meeting adjourned at 10:28 p.m.

Laura Connor
Town Clerk