



Town of Wyoming  
Council Meeting Minutes  
September 14, 2020, 6:30 P.M.  
Virtual Meeting

**REGULAR TOWN COUNCIL MEETING**

CALL TO ORDER – Mayor Bilbrough called the Meeting to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE – Mayor Bilbrough

MOMENT OF SILENCE – Mayor Bilbrough

ROLL CALL

Council attending: Mayor- Steve Bilbrough; Vice-Mayor, Doug Denison; Treasurer, Kyle Dixon, Secretary, Tracy Johovic; and Council Person, Carlen Kenley

Council absent: None

Staff attending: Chief Martin Willey, Town Clerk, Roseann Lamar, Office Manager Michael Wooleyhand and Clerk of Council, Audrey Lindale.

Audience attending: Tom Lindale, Judy Sylvester, Joyce Stockslager, John Paradee and Larry Kinnard.

PUBLIC COMMENTS

- None

ADOPTION OF AGENDA

*Mr. Denison moved with a second by Mr. Dixon to approve to agenda as published. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Mrs. Johovic and Mr. Kenley, Aye. None Opposed. Motion carried.*

PUBLIC COMMENTS

- None

## ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough welcomed all the new staff:
  - Michael Wooleyhand- Finance Clerk/Office Manager
  - Richard Baker- WPD- Started on 9/14/2020
  - David Pridgen III- graduated on 9/10/2020 and started FTO on 9/14/2020
  - Irma Figueroa- intern working as administrative assistant 20 hours a week for WPD
- Mayor Bilbrough gave update on town hall. Roof was recently repaired. Framing inspection for the Pine St. ramp was done on Friday 9/11. Marsh Construction will finish up ramp and then call for final inspection.
- Mayor Bilbrough advised that work at the Wyoming Park has started. The old bathrooms are completely gone. Pavilion is built and awaiting concrete.

## CORRESPONDENCE

- Correspondence is available in Town Hall for anyone interested.

## ADOPTION OF PREVIOUS MEETING MINUTES

- August 3, 2020, Council Meeting
- August 3, 2020 Executive Session

*Mr. Denison moved with a second by Ms. Johovic to adopt the meeting August 3<sup>rd</sup> minutes as presented. Mayor Bilbrough, Mr. Denison, Mrs. Johovic, and Mr. Kenley Aye. Mr. Dixon not voting. None Opposed. Motion carried.*

- September 2, 2020, Council Meeting
- September 2, 2020, Executive Session

*Mr. Denison moved with a second by Ms. Johovic to adopt the September 2<sup>nd</sup> meeting minutes as presented. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Mrs. Johovic, and Mr. Kenley Aye. None Opposed. Motion carried.*

## TREASURER’S REPORT

- Mr. Dixon presented the Treasurer’s Report including Balances, Profit & Loss, Check Register for review.

*Mr. Denison moved with a second from Ms. Johovic to approve the reports as presented subject to audit. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Mrs. Johovic and Mr. Kenley, Aye. None Opposed. Motion carried.*

- Mr. Kenley asked about the status of the financial audit. Staff advised that the auditors were given all information they asked for and was awaiting a response.
- Mr. Wooleyhand advised that the budget would need to be reviewed quarterly as he had found a few items that would need to be addressed.

## POLICE REPORT

- Chief Willey presented the August police report.
- Chief Willey advised that he was currently handling two investigations: a drive by shooting and a child abuse case.

- New officers started on Monday 9/14/2020.
- David Pridgen III graduated from the academy on 9/10/2020.
- Ms. Figueroa started as an administrative assistant to assist in the office 20 hours a week.

#### FIRE COMPANY REPORT

- Fire Report for August 2020 EMS was presented in written form to council.

#### C/W SEWER & WATER REPORT

- No reports

#### PLANNING & ZONING

- No Reports

#### BUILDING PERMITS

- Building Permit Report for August provided for review.
- Report shows that there were 10 new permits issued.
- Mr. Denison inquired about issuance for Certificate of Occupancies for Schoolview. Mrs. Lamar advised that 2 properties had already been settled, 1 property was closing this week and there was one open permit.
- Mrs. Lamar advised that Wynsome Knoll only had 3 more permits to pull to complete development.

#### CODE ENFORCEMENT

- Report given and reviewed.
- Mrs. Lindale advised council that a certified letter was sent to 6 N. Mechanic regarding their property being put on the agenda as a public nuisance if property was not cleaned up.
- Council was advised that a car on 17 S. Mechanic St was tagged to be towed if not moved by Friday 9/18/2020.

#### PARK/STREET

- Mr. Kenley stated the new pavilion was mostly done. Awaiting concrete to be poured.
- New park bathroom location was moved due to a problem with concrete removal of current bathrooms.
- Mr. Kenley advised that the maintenance department's truck is still in Georgetown due to problems with the sander. New part had to be ordered.
- Question was raised if we were moving the message board from the police station and taking to new building or purchasing a new one. Discussion ensued regarding placement at new building. Condition of message board will be checked at police station.
- Mayor Bilbrough stated that there was a lot of grass on sidewalk at Stokes Square that had not been cleaned after mowing. Advised that Mr. Reed would be made aware of situation.
- Question arose regarding if the town had a process or ordinance for accepting streets. Mrs. Lindale advised that it was on the agenda for the next Planning and Zoning meeting.

#### PEACH FESTIVAL

- None

#### NEW BUSINESS

- Re-appoint Paula King to Board of Adjustments

*Mr. Denison moved with a second from Mr. Dixon to re-appoint Mrs. King to Board of Adjustments. Mayor Bilbrough, Mr. Denison, Mrs. Johovic and Mr. Kenley, Aye. None opposed. Motion carried.*

- Halloween Festivities
  - Discuss ensued regarding safety for kids and residents.
  - Governor’s call on Thursday 9/17/2020 regarding guidelines for Halloween.
  - Council members agreed to just do candy and no food as in previous years to prevent a large gathering.
- Welcome Packet
  - Welcome packet was presented that would be mailed out to new resident when deeds were received with Realty Transfer Tax.
  - Discussion ensued regarding having it printed professionally with the help of local businesses as a form of advertising their businesses.
  - Mayor Bilbrough stated that we would start featuring local businesses on our social media page as a way to give back to our local businesses.
- Tree Planting Contractor
  - Council was presented with the only estimate that was received.
  - Decision was tabled until next meeting on 9/28/2020 to give other contractors an opportunity to respond.
  - Mrs. Lindale will reach out to the contractors again for estimates.
- Sale of maintenance trucks
  - Council was presented with estimates from 4 auction houses.
  - Discussion ensued regarding best option for the town.

*Mr. Denison moved with a second from Ms. Johovic to list trucks with Ridgely’s Auction. Mayor Bilbrough, Mr. Denison, Mrs. Johovic and Mr. Kenley, Aye. None opposed. Motion carried.*

- Flag Pole
  - Discussion ensued on whether or not to move current flag pole to new building or purchase another pole for the new building.
  - Council felt it was best to keep current flagpole where it is and purchase another one.
  - Discussion ensued on best location at new building for flagpole. It was decided that it would be best in area in front of entrance ramp.
  - Mrs. Lindale will gather pricing for next meeting.
- Sale/Rental of Town Properties
  - Mr. Wooleyhand presented the information he gathered from realtors regarding the sale and/or rental of town properties.
  - Council was in agreement that the historical building such as the train station will stay in the town’s possession.
  - Questions were raised about the types of businesses that would be allowed in the buildings.
  - Council will have final say on whom the buildings are rented to.

- Decision will be tabled until next meeting to allow 3<sup>rd</sup> realtor to respond.
- Maintenance Sprayer
  - Mr. Kenley presented a slide presentation showing the weeds around town that lay on the edge of the roads and sidewalks.
  - Discussion ensued regarding what is town and state maintained.
  - Mayor Bilbrough suggested that we contact Del-dot about the streets they are to be maintaining.
  - Decision will be tabled until next meeting.
  - Discussion ensued about using the money from the sale of the maintenance trucks to purchase the sprayer.

**Kyle Dixon lost internet connection and was not present**

- Ordinance #53-20 Clarification of Conditional Use First Reading

*Mr. Denison moved with a second from Ms. Johovic to have the synopsis read as the first reading of Ordinance #53-20. Mayor Bilbrough, Mr. Denison, Mrs. Johovic and Mr. Kenley, Aye. None opposed. Motion carried.*

- Mrs. Lindale read the synopsis of ordinance for the meeting members.
- Discussion ensued regarding recommendation for verbiage. Council did not feel it needed to be changed.

**Kyle Dixon rejoined meeting**

UNFINISHED BUSINESS

- Town Hall Status
  - Framing inspection done on ramp on Friday 9/11/2020.
  - Concrete to be poured later this week for end of ramp.
  - Completion of ramp is expected to be within the next 2 weeks.
  - Mayor Bilbrough suggested scheduling new town hall sign to be installed in 3 weeks.
  - Council table will be completed this week.
- Status Update on businesses impacted by State of Emergency
  - State of Emergency has been extended and no changes have been made at this time.

CALENDAR OF EVENTS

- Planning & Zoning Meeting, 09/23/2020, @ 6:30 p.m- Camden Wyoming Fire House.
- Board of Adjustments- 9/22/2020 @6pm- virtual
- Special Town Council Meeting 9/28/2020 @ 5:30pm- virtual
- Town Council Meeting, 10/05/2020, 6:30 p.m- virtual.

PUBLIC COMMENTS

None

## COUNCIL COMMENTS

- Mayor Bilbrough thanked Town of Wyoming staff for the great job they have been doing.
- Mayor Bilbrough stated he was excited about the new additions to the staff and looked towards moving forward in a positive direction.

## EXECUTIVE SESSION

None

*Mr. Denison moved and was seconded by Ms. Johovic to adjourn meeting at 8:33 p.m. Mayor Bilbrough, Mr. Denison, Mrs. Johovic and Mr. Kenley, Aye. None opposed. Motion carried.*

The meeting adjourned.

Audrey Lindale  
Clerk of Council