



Town of Wyoming
Council Meeting Minutes
May 3, 2021 6:30 P.M.

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, Jeffrey Gravatt

Council absent: Vice-Mayor, Doug Denison

Mr. Dixon moved with a second by Ms. Johovic to excuse Mr. Denison's absence. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

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

Audience attending: Tom Lindale, Joyce Stockslager, Sheryl Ford, Donna Storan, Mike Quinn, Elaine Bilow and Donna Mason.

PUBLIC COMMENTS

- None

ADOPTION OF AGENDA

Mr. Dixon moved with a second by Ms. Johovic to approve to agenda with the addition of Town Hall AC unit added to New Business. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough stated that he is excited for meetings to be in person now.
- Mayor Bilbrough explained that things within town were moving in the right direction.
- Park Bathrooms are now complete.

ADOPTION OF PREVIOUS MEETING MINUTES

- April 5, 2021- Council Meeting

Ms. Johovic moved with a second by Mr. Gravatt to adopt the meeting minutes as presented. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.

TREASURER’S REPORT

- Mr. Dixon presented balances, profit and loss reports and check register to council for review.
- Mr. Dixon stated that a date for the budget meeting will need to be set tonight.

Ms. Johovic moved with a second by Mr. Gravatt to adopt the meeting minutes as presented. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.

POLICE REPORT

- Chief Willey presented April’s police report to council noting that the cutoff date was 4/26/2021.
- March saw 224 traffic tickets, 51 warnings, 3 arrests, 2 accident, 0 DUI’s and 148 total complaints that were handled by the WPD.
- Chief Willey advised that new vehicle has been ordered. Build will start in August and then we will be notified of delivery date.
- Mr. Dixon asked if we had a choice of colors.
 - Chief Willey advised that the color he choose was close to what we already have.

FIRE COMPANY REPORT

- Mr. Piazza presented report to council.
- Report showed 65 alarms for the month of April.
 - 352 EMS calls.
 - 880 manpower hours.
 - In service for 38.1 hours.
 - Average alarm time 58 minutes.
 - Average for first truck to be enroute- 3 minutes.

C/W SEWER & WATER REPORT

- Mr. Quinn presented report to council.
- Mr. Quinn advised that that the restrictions in Greens of Wyoming has been lifted as the issues have been resolved.
- Mrs. Lindale advised council of letter received from CWSWA regarding Schoolview and not allowing the release of last Certificate of Occupancy until problems have been resolved.

PLANNING & ZONING

- Mrs. Lamar advised that there was no meeting in April.
- BJ from University of Delaware came to walk around town to take pictures and review current maps.
- Next meeting will be on May 26th at 6:30 with an annexation meeting to take place immediately afterwards at 7:30.

BUILDING PERMITS

- Mrs. Lamar advised that 7 building permits were submitted for April.
- Council was advised that 1 of the permits were for new construction in the Greens of Wyoming.
- Mrs. Lamar advised that D.R. Horton recently submitted 6 more plans for permits.

CODE ENFORCEMENT

- Council was advised that Mechanic St. has been cleaned up and bill has been sent. Mrs. Lindale advised that residents at Mechanic St. are not maintaining clean up.
- 2 letters were sent for code enforcement in April and both issues have been resolved.
- Mayor Bilbrough stated that the grass ordinance has been posted and will start being enforced.

PARK/STREET

- Mrs. Lindale advised council of the following:
 - Bathroom construction is complete including sidewalk and new handicap parking.
 - Paving on W. Third and Price St are complete.
 - Tree work under the Urban Forestry Grant is scheduled to be completed the week of May 10th.
- Mayor Bilbrough advised of situation with the renter at 1 N. Railroad Ave. The parking barriers were painted white with Portrait Express Parking only painted on them. Mr. Bilbrough advised that all the parking on N. Railroad Ave. is public parking. Renter has agreed to restore parking barriers back to original.

PEACH FESTIVAL

- Ms. Johovic advised that the Peach Festival has met 3 times.
- Peach Festival has received 31 applications which are under review.
- The Peach Festival is looking for more food vendors.
- The current map allows for 135 sites this year.

NEW BUSINESS

- **Sidewalks on S. Layton Ave.**

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- Ms. Storan spoke with council regarding the speeding on S. Layton Ave as well as the road being narrow and unsafe for residents to walk on.
- Ms. Storan advised that some suggestions are speed humps, electronic speed reminder signs, sidewalks or police car parked on the street.
- Ms. Storan stated that residents saw a decrease in speeding when police vehicle was present.
- Chief Willey advised that the police department is short staffed at the moment and they are working as many hours as they can.

- Ms. Storan stated that there is no where for pedestrians to go if two cars are coming travelling in the opposite direction. Stated that she has almost been hit while walking for exercise.
 - Mrs. Ford who lives on S. Layton is concerned about speeders and increase of traffic once the Industrial Park is built.
 - Ms. Storan is asking the town to install sidewalks on the west side of S. Layton Ave from Southern Blvd to Peach St.
 - Mrs. Ford expressed concerns about having to maintain sidewalk once they are installed. Stated that drivers drive on the lawn and may drive on sidewalk causing damage that residents are required to fix.
 - Mayor Bilbrough stated that we will explore options to slow down speeders until we can find a solution for the safety of pedestrians.
 - Mayor Bilbrough questioned if there was a sign for no truck traffic except for local deliveries. It was unclear if signs were still posted in the area for no truck traffic.
 - Mr. Gravatt advised that the school district and Camden Wyoming Little League should be contacted to advise that enforcement will be strict in this area.
 - Mr. Gravatt will call contact the head of these organizations.
 - Discussion of where to place a sidewalk and how much of an easement the town has to install sidewalks.
 - Mayor Bilbrough stated that they street is not wide enough, and the town will look into solutions for this area.
 - Mayor Bilbrough advised that the police will make this area a priority for presence.
- **Planning and Zoning Committee**
 - Mayor Bilbrough advised that a letter of resignation and a letter of interest had been received for Planning and Zoning.
 - Mrs. Lindale read the resignation letter from Mr. Lindale.
 - Mayor Bilbrough thanked Mr. Lindale for stepping up when the town needed someone to fill spots.
 - Mrs. Lindale read letter of interest from Jilana Wilson.
 - Mayor Bilbrough recommends accepting Ms. Wilson to the committee.

Mr. Dixon moved with a second by Ms. Johovic appoint Ms. Wilson to the Planning and Zoning Committee. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

- **Special Events Committee**
 - Mayor Bilbrough advised Ms. Wilson also submitted a letter of interest for the Special Events Committee.
 - Mayor Bilbrough recommends accepting Ms. Wilson's letter of interest.

Ms. Johovic moved with a second by Mr. Gravatt to appoint Ms. Wilson to the Special Events Committee. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

- **Hazard Mitigation Plan Resolution**
 - Mrs. Lindale explained that Wyoming does not have their own mitigation plan and we adopt Kent County's plan as our own.
 - Mrs. Lindale read the resolution.

Mr. Dixon moved with a second by Ms. Johovic adopt the Kent County Hazard Mitigation Plan. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

- **Trash Services**

- Council reviewed proposals from Republic, Charlies/Blue Hen, Waste Industries of De and Waste Management.
- Mr. Dixon question if Republic's contract was a 3-year contract and if there would be an increase yearly.
- Dominic from Republic stated that there would be a 3% increase yearly over the 3 years.
- End of 3-year contract would be \$21.70, which is \$.50 more than the current rate.

Mr. Dixon moved with a second by Ms. Johovic to contract with Republic for trash services for Wyoming. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

- Mrs. Bilow stated that the Habitat for Humanity house does not put their cans away. Stated that trash flows out the cans. Asked if there was an ordinance that stated cans had to be put away after pick up.
- Mr. Bilbrough was not aware of any current ordinance that stated that cans had to be put away. Staff will contact Habitat regarding cans sitting out by road consistently.

- **Police Officer Position**

- Mayor Bilbrough explained that Mr. Wooleyhand has been reviewing the budget for adding a 4th officer to the police department.
- Mr. Wooleyhand advised that Realty Transfer could be used to support this position.
- Mayor Bilbrough also stated that it is possible that the Covid Relief funds could be used for salaries.
- Mayor Bilbrough explained how dangerous small towns could be and a police presence is needed.
- Mayor Bilbrough explained for the residents the money that is involved in hiring an officer for transparency.
- Mr. Dixon questioned if there was room in the budget and would like to see options at the budget meeting for adding this 4th officer.
- Ms. Johovic questioned Realty Transfer being used for salaries.
- Mayor Bilbrough advised that it can be used to pay for police salaries.
- Ms. Johovic questioned the time frame for hiring a 4th officer.
- Chief Willey explained that we currently have 3 candidates in background and depending on how the backgrounds go, there could be 2 hires from this process.
- Discussion ensued regarding the different lengths of multiple training academies in the area.
- Chief Willey explained that the town increased the salary to get better quality candidates but due to things happening in society lately, there is a decrease of interest in police work.
- Ms. Storan asked if our salaries were competitive with other towns.
- Mayor Bilbrough and Chief Willey both stated yes.
- Mrs. Ford asked if there was a contract that was signed to keep the candidates from leaving so quickly.

- Mayor Bilbrough advised that there is legislation in the works that will reimburse the town if a new hire leaves within 3 years for a portion of the training.

Mr. Dixon moved with a second by Mr. Gravatt to allow the police department to move forward with hiring a 4th officer. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

- **Town Hall AC**

- Council was presented with 2 proposals to replace one of the AC units in Town Hall.
- Discussion ensued regarding work to be done.

Mr. Dixon moved with a second by Ms. Johovic to contract with John Hiott to replace the broken unit. Mayor Bilbrough, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

UNFINISHED BUSINESS

- **Ordinance #17-07 Public Nuisance**

- Council was presented a new public nuisance ordinance (58-21).
- No major changes just combining ordinance with amendments.
- Clarified when fines would be assessed for the violation.
- Mrs. Lindale read the synopsis as the 1st reading.

- **Building Inspector**

- Mayor Bilbrough explained that the current contract with First State Inspections is not the contract that was drafted by the lawyer.
- It was explained that First State was not reviewing plans in conjunction with Wyoming's Land Use and Development Code.
- Mr. Wooleyhand presented a proposal from CSI for inspections.
- Council expressed concerns that the inspections would be billed on an hourly rate rather than a flat fee.
- Mayor Bilbrough expressed interest in bringing on a part-time inspector.
- Staff will explore options.
- Subject tabled until further options could be researched.

CALENDAR OF EVENTS

- Peach Festival Committee, 5/19/2021 @ 7pm- Town Hall
- Planning & Zoning Meeting, 5/26/2021, @ 6:30 p.m.- Town Hall
- Fishing Derby, 6/5/2021, @ 8-11am- Wyoming Park
- Town Council Meeting, 6/7/2021, 6:30 p.m.- Town Hall
- Budget Workshop- Monday 5/17 @ 6:30pm

PUBLIC COMMENTS

- Mrs. Stockslager advised that agendas were not available for the public.
 - Mrs. Lindale apologized and stated that they would be available at the next meeting.
- Mrs. Ford stated that our new Town Hall is nice.

- Ms. Doran thanked council for listening to her concerns with speeders on S. Layton, and their willingness to investigate options of sidewalks and deterring speeders.

COUNCIL COMMENTS

- Ms. Johovic welcomed Mr. Gravatt aboard.

EXECUTIVE SESSION

- **None**

Ms. Johovic moved and was seconded by Mr. Dixon to adjourn meeting at 8:26pm. Mayor Bilbrough, Mr. Dixon, Mrs. Johovic and Mr. Gravatt, Aye. None opposed. Motion carried.

The meeting adjourned.

Audrey Lindale
Clerk of Council