



Town of Wyoming  
Council Meeting Minutes  
September 13, 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; Secretary, Tracy Johovic and Council Person, Jeffrey Gravatt

Council absent: Vice-Mayor, Doug Denison and Treasurer, Kyle Dixon

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

Staff attending: Chief Martin Willey, Sgt. Baker, Office Manager Michael Wooleyhand and Clerk of Council, Audrey Lindale.

Audience attending: Elaine Bilow, Donna Mason, Beverly Cannon, Joanne Mattern, Joyce Stockslager, Ernie Piazza, Gerry Storan, Jane Sweeney, Donna Storan, Rebecca Marasco, Ashley H, Kyle Myers and Sheryl Ford.

**PUBLIC COMMENTS**

- Ms. Cannon advised that the flooding in Wingate is causing her yard to erode, making it muddy and always wet. States that a new liner that was installed in drain makes it drain slower.
- Mrs. Bilow advised that the when the habitat house was built, there was to be no on street parking. They continually park an enclosed trailer on the street. She also pointed out that their trash and recycling cans are always left out.
- Gerry Storan stated that the speed trailer has made a difference, however it only works from one direction. Resident recommends sidewalks, speed bump or even a one-way street.

- Gerry Storan expressed concerns regarding traffic when the business park and Camden bypass are completed.
- Jane Sweeney also expressed concerns of speeders on S. Layton Ave. Resident would like to see speed bumps.
- Ashley H., a resident of S. Layton Ave, advised that she was almost hit while walking to take water to workers that doing work on her street. She also advised that she is unable to walk her baby due to safety concerns.
- Mayor Bilbrough advised that sidewalks were on the radar for S. Layton and advised that we may be able to use ARPA funds for this.

## ADOPTION OF AGENDA

*Ms. Johovic moved with a second by Mr. Gravatt to approve the amended agenda adding Town Hall roof to New Business. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

## ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough advised that Wyoming's 1<sup>st</sup> Block Party would take place this Saturday September 18<sup>th</sup> from 4-8.
- Christmas Parade and Lights contest were in the process of being planned.
- Town Hall upstairs renovations were moving along. Drywall patchwork had been completed. Pipes have been cut off and back stairway has been built.

## ADOPTION OF PREVIOUS MEETING MINUTES

- August 2, 2021 Council Meeting

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

- August 18, 2021 Public Hearing

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

## TREASURER'S REPORT

- Mr. Wooleyhand presented balances, profit and loss reports and check register to council for review.

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

## POLICE REPORT

- Chief Willey presented August's police report to council.
- March saw 237 traffic tickets, 91 warnings, 2 arrests, 5 accidents, 1 DUI's and 217 total complaints that were handled by the WPD.
- Chief Willey advised that new officer was in background. Pending background they should start academy in January.

- Chief Willey advised that WPD was selected to do a Highway Safety video regarding speeding and will be on the Delaware Office of Highway Safety website.

#### FIRE COMPANY REPORT

- Mr. Piazza presented report to council.
- Report showed 76 alarms for the month of July.
  - 388 EMS calls.
  - 1053 manpower hours.
  - In service for 35.9 hours.
  - Average alarm time 28.3 minutes.
  - Average for first truck to be enroute- 3 minutes.

#### C/W SEWER & WATER REPORT

- No report available.

#### PLANNING & ZONING

- Council was advised the City of Dover's comments regarding the Comprehensive Plan.
- A meeting will be scheduled with meeting with the City of Dover at a later time.

#### BUILDING PERMITS

- Mrs. Lindale advised that 11 new permits were submitted for August.
- Council was advised that in the month of August, 9 permits closed.

#### CODE ENFORCEMENT

- Council was advised that there were three code enforcement issues in the month of August.
- All violations have been resolved.

#### PARK/STREET

- Mr. Gravatt asked residents of S. Layton Ave. if there had been any further problems with busses speeding in the area.
- Residents stated that it has improved.
- Mr. Gravatt advised that the town had secured \$150,000 from Bond Committee for Capital Improvements.
- Town is awaiting a decision from DNREC ORPT grant for an additional \$150,000 in funding for new park playground equipment to include inclusive play pieces and new ground cover.
- Mr. Gravatt advised council that complaints had been received regarding a vehicle parked at the intersection of Franklin and Mechanic Street that was causing safety issues.
- Parking on Mechanic St. will be discussed at next council meeting.

#### PEACH FESTIVAL

- Mrs. Mason advised that the Peach Festival profited \$1400.
- Mrs. Mason expressed concerns over a couple of incidents that occurred with three dogs that were brought to the festival.
- Mrs. Mason advised that there was a fight between the dogs and one dog got ran over by a scooter but was not injured.

- Mrs. Mason asked if they could impose a fine or ask the visitors to leave if they brought their pets to the festival. It is advertised to not bring animals.

## NEW BUSINESS

### ○ **Block Party Resolution**

- Mrs. Lindale read the resolution to waive the open container law during the Block Party in the area of the Block Party only.
- Mayor Bilbrough asked Chief Willey if the town had the manpower to accommodate this request.
- Chief Willey advised that the Police Department could handle it.

*Ms. Johovic moved with a second by Mr. Gravatt to adopt the Block Party Resolution. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

### ○ **Ordinance #61-21- Park Ordinance**

- Mayor Bilbrough advised that ordinance was updated to encompass any public space in the town.
- Mrs. Lindale read synopsis for 1<sup>st</sup> reading, 2<sup>nd</sup> reading and adoption will take place at next council meeting.

### ○ **Rezoning of Railroad Ave- 7-20-094.06-03-32.01**

- Council was advised that Planning and Zoning was in agreement with rezoning from R-1 to Commercial.

*Ms. Johovic moved with a second by Mr. Gravatt to rezone Railroad Ave Map ID# 7-20-094.06-03-32.01 to Commercial. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

### ○ **ARPA (Coronavirus) Funds Analysis**

- Mr. Wooleyhand presented an analysis from the auditor regarding loss revenue.
- The report showed that the town had an income loss of \$299,188.
- The loss is due to donation of 120 W. Camden Wyoming Ave in 2019.
- Questions were raised as it was not a typical donation if the funds could be taken from ARPA funds and put in the operating budget.
- Mr. Wooleyhand will look further into this situation.

### ○ **Ordinance #59-21- Accessory Structures**

- Mrs. Lindale read synopsis as final reading.

*Ms. Johovic moved with a second by Mr. Gravatt to adopt Ordinance #59-21 as written. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

### ○ **Premium Pay- COVID**

- Mayor Bilbrough verified with Mr. Wooleyhand of hours for all full-time employees worked during the State of Emergency (March 2020-July 2021).
- Discussion ensued regarding amounts presented.
- Mayor Bilbrough recommended \$5 per hour for hours worked during State of Emergency.

*Ms. Johovic moved with a second by Mr. Gravatt to pay a rate of \$5 per hour for premium pay for hours worked during State of Emergency. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

○ **Sprayer**

- Mayor Bilbrough advised that a 55-gallon sprayer was requested by maintenance for spraying sidewalks and streets.
- Removing the weeds will improve the flow storm water to the storm drains.
- Council was presented with price estimates.

*Ms. Johovic moved with a second by Mr. Gravatt purchase a larger sprayer. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

○ **Park Picnic Tables**

- Mayor Bilbrough advised that some of the picnic tables at the park were in rough shape and not fixable.
- Discussion ensued.
- Mr. Gravatt will take inventory of tables at park and report to council with amount of plastic and wooden tables that are in need of replacement.
- Item tabled until further information can be gathered.

○ **Town Hall Roof**

- Mayor Bilbrough advised that the shingled roofs were leaking. One of the roofs has 4 layers of shingles that will need to be stripped and replaced.
- Council was presented with an estimate from Bayside Roofing.
- Discussion ensued.

*Ms. Johovic moved with a second by Mr. Gravatt to contract with Bayside Roofing to repair the shingled roofs. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

## UNFINISHED BUSINESS

○ **All in Fellowship**

- All in Fellowship had previously requested assistance with paying for a decal that will go on their enclosed trailer that is used to deliver food and supplies.
- Mrs. Cooper had contacted several companies and council was presented estimates for decal.
- Discussion ensued.
- Donation will be sent directly to the company of Mrs. Cooper's choice.

*Ms. Johovic moved with a second by Mr. Gravatt to pay \$200 towards that cost of the decal. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

○ **Pine St. Demolition**

- Council was presented with quotes for demolition.
- Discussion ensued.
- Staff will check with contractor for a start date so that Camden Wyoming Fire Company can use the building for training before demolition.

- Staff will verify that estimate cost is still in effect as estimate price was only good for 30 days.

*Ms. Johovic moved with a second by Mr. Gravatt to contract with Ethan Simpson Contracting pending no price increase. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

- **GPS Tracking**

- Mr. Wooleyhand explained presented quotes.
- Mayor Bilbrough questioned if the equipment was under warranty.
- Mr. Wooleyhand explained that the equipment has a 1-year warranty.
- Question arose regarding limited storage or if store was cloud based.
- Mr. Wooleyhand explained that it was not limited storage.

*Ms. Johovic moved with a second by Mr. Gravatt to contract Samsara for GPS tracking for all town owned vehicles. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

- **Town Hall Sign**

- Council was presented with estimates for replacement of town hall sign.
- Discussion ensued.
- Staff will gather further information and arrange for demo if possible.
- Item tabled until further information is gathered.

#### CALENDAR OF EVENTS

- Block Party, 9/18/2021 4-8 p.m.
- Town Council Meeting, 10/4/2021, 6:30 p.m.- Town Hall
- Planning & Zoning Meeting, 9/22/2021, @ 6:30 p.m.- Town Hall
- CWSWA Quarterly Meeting, 10/12/2021, 7 p.m.

#### PUBLIC COMMENTS

- None

#### COUNCIL COMMENTS

- None

#### EXECUTIVE SESSION

- None

*Ms. Johovic moved with a second by Mr. Gravatt to adjourn meeting at 8:00pm. Mayor Bilbrough, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

The meeting adjourned.

Audrey Lindale  
Clerk of Council