



Town of Wyoming
Council Meeting Minutes
October 4, 2021 6:30 P.M.

REGULAR TOWN COUNCIL MEETING

CALL TO ORDER – Mayor Bilbrough called the Meeting to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE – Mayor Bilbrough

MOMENT OF SILENCE – Mayor Bilbrough

ROLL CALL

Council attending: Mayor- Steve Bilbrough, Vice-Mayor- Doug Denison and Treasurer- Kyle Dixon, Secretary- Tracy Johovic and Council Person- Jeffrey Gravatt

Council absent: None

Staff attending: Chief Martin Willey, Sgt. Baker, Town Clerk, Roseann Lamar and Clerk of Council, Audrey Lindale.

Audience attending: Joyce Stockslager, Ernie Piazza, Gerry Storan, Jane Sweeney, Donna Storan, Sheryl Ford, Denis Huseman, Tom Wilkes and Mike McFann.

PUBLIC COMMENTS

- Ms. Storan wanted to thank the police department for following up regarding dump trucks that were on S. Layton last week speeding.
- Mayor Bilbrough advised that we reached out to company and advised them of the speeding and educated them regarding no trucks on that street.
- Ms. Storan expressed concerns that once the business park is developed there will be more traffic on S. Layton.
- Mayor Bilbrough advised that no entrance or exit will be on S. Layton and this business park should have no impact on S. Layton.
- Residents asked if it was possible to make S. Layton a dead end.
- Mayor Bilbrough advised that S. Layton is owned by the town and the state, so that it not probable.

ADOPTION OF AGENDA

Mr. Dixon moved with a second by Ms. Johovic to approve the amended agenda adding representation for ARPA funds to New Business. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough advised that Wyoming's 1st Block Party took place on September 18th. Attendance was smaller than anticipated but feels it will grow. All in attendance had a good time.
- Renovations on the second floor of Town Hall is progressing as scheduled and should be finished up in the next couple of weeks. Walls have been patched, primed and painted. Pine St. entrance door had to be raised as to prevent rainwater leaking in during storms.

ADOPTION OF PREVIOUS MEETING MINUTES

- September 13, 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. Mr. Denison and Mr. Dixon not voting. Motion carried.

TREASURER'S REPORT

- Mr. Dixon presented balances, profit and loss reports and check register to council for review.
- Council was advised the audit was completed and no major problems.
- Mayor Bilbrough advised that one of the recommendations for the future was employee accountability.

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

POLICE REPORT

- Chief Willey presented September's police report to council.
- March saw 153 traffic tickets, 90 warnings, 4 arrests, 2 accidents, and 163 total complaints that were handled by the WPD.
- Chief Willey advised new officer's background should be done by the end of this week. A spot in Dover's academy has been secured in January for new officer.
- Chief Willey explained speed trailer has had some programming issues. Manager of company will be here next week to reprogram trailer.
- Mayor Bilbrough expressed disappointment with the equipment.

FIRE COMPANY REPORT

- Mr. Piazza presented report to council.
- Report showed 67 alarms for the month of September.

- 384 EMS calls.
- 973 manpower hours.
- In service for 37.3 hours.
- Average alarm time 55 minutes.
- Average for first truck to be enroute- 3 minutes.

C/W SEWER & WATER REPORT

- Council was advised of punch list for Schoolview. Last 2 Certificate of Occupancy will be held until punch list is completed by Salt Air Homes, LLC.

PLANNING & ZONING

- Comprehensive Plan is in PLUS. Feedback is expected before next meeting so it can be addressed at next meeting.
- Land Use and Development Code is being reviewing for updating. Committee is currently reviewing first 2 sections for proposed changes.

BUILDING PERMITS

- Mrs. Lamar advised that 6 new permits were submitted for September.
- Council was advised that in the month of September, 10 permits closed.

CODE ENFORCEMENT

- Council was advised that there were 7 code enforcement issues in the month of August.
- All but one violation has been resolved. Working to contact landowner on Second St. as violation letter was returned undeliverable.

PARK/STREET

- Mr. Gravatt advised that the sprayer for maintenance has been delivered.
- New lights have been installed at maintenance building.

SPECIAL EVENTS

- Mrs. Lindale presented council with flyers and application for Christmas parade and lights contest which have been completed and send out to organizations that were interested in participating.
- Mrs. Lindale advised that signs for lights contest have been donated by 1st State Signs for both towns.

NEW BUSINESS

- **Street Assessment**
 - Mr. Wilkes presented Pavement Management System that his company, Carroll Engineering would offer for assessing Wyoming's streets.
 - Discussion ensued with council and Mr. Wilkes.
 - Mayor Bilbrough questioned how long a full assessment would take.
 - Mr. Wilkes responded that 1-3 months.
 - Council discussed that other quote received from Scott Engineering.
 - Funding would come from Realty Transfer.

Mr. Denison moved with a second by Mr. Dixon to contract with Carroll Construction for \$10,000 to do a street assessment of town-maintained streets. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

○ **Harvest Hustle**

- Mayor Bilbrough explained that the town has previously sponsored this event.
- Previous years sponsorship was set at \$100.

Mr. Dixon moved with a second by Mr. Denison to sponsor the Harvest Hustle at the \$100 silver sponsorship level. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

○ **Roybrook Properties**

- Resident not present to discuss.
- Not addressed.

○ **112-114 W. Camden Wyoming Ave- garage access**

- Asked to be removed from agenda as they were unable to attend.

○ **Ordinance #61-21- Park**

- Mrs. Lindale read synopsis as second reading.

Mr. Denison moved with a second by Ms. Johovic to adopt Ordinance #61-21 as written. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

○ **Camden Wyoming Fire Department-ARPA Funds**

- Council was presented information provided from the fire department.
- The fire department services 11,936 properties. 883 of these properties are in Wyoming town limits, accounting for 7.4% of the coverage area.
- Discussion ensued regarding an amount that could be donated from the ARPA funds to assist fire department with their losses due to Covid.
- Mayor Bilbrough proposes that the town donates \$30,000 with this deposit of funds and revisit on the next deposit for another \$20,000.

Mr. Denison moved with a second by Ms. Johovic to donate \$30,000 to the fire department with a revisit for an additional \$20,000 with next deposit of ARPA funds. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

○ **Mechanic St. Parking**

- Mayor Bilbrough relayed complaints from residents regarding large trailers being parked on the street that causes safety issues.
- The complaints were from Mechanic St, South St., and Pine St.
- Discussion ensued regarding safety of drivers, congestion of traffic and problems for emergency vehicles when large trailers are parked on streets overnight.
- Mayor Bilbrough proposes to require a permit for overnight parking with a time limit.
- Information will be sent to lawyer to work on an ordinance to reflect these proposed items.

- **S. Layton Ave**
 - Council was presented with information regarding speed humps.
 - Contractor advises that speed humps are not a good deterrent for speeding.
 - Council was also presented with a possible grant to cover sidewalks on S. Layton.
 - Discussion ensued.
 - Staff will look further into sidewalk pricing and easements to present to council.
 - **Halloween**
 - Mrs. Lindale read resolution to move Halloween celebrations in the Town of Wyoming to Saturday October 30th.
- Mr. Denison moved with a second by Mr. Dixon to adopt the resolution to move Halloween celebration in Wyoming to Saturday October 30th. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*
- **Park Bathroom- heating for winter months**
 - Mayor Bilbrough advised that there have been requests for the bathrooms to be open during the winter months.
 - Discussion ensued.
 - Mrs. Lindale advised that a resident had offered to pay for heat in the bathrooms.
 - Decision will be discussed at next meeting pending verification of payment source.
 - **Representation for ARPA funds**
 - Mayor Bilbrough explained that the State of Delaware has partnered with Barnes and Thornburg LLP to assist towns with questions, concerns, reporting and requirements for anything ARPA related.
 - Cost of this service would be 0.4% of amount of ARPA funds received by town.
 - Discussion ensued.

Mr. Denison moved with a second by Ms. Johovic to participate in legal representation provided by Barnes and Thornburg LLP regarding ARPA funds. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

UNFINISHED BUSINESS

- **Town Hall sign**
 - Prior to meeting council was able to view the different signs available to replace the current sign for Town Hall.
 - Mr. Denison expressed concerns that a bright message board would be too much for the area where town hall is located.
 - Mayor Bilbrough recommends just replacing time and temperature unit, leaving sign as it is.

Mr. Denison moved with a second by Ms. Johovic to contract with Phillip Signs to replace the time and temperature unit on the town hall sign. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

CALENDAR OF EVENTS

- CWSWA Quarterly Meeting, 10/12/2021, 7 p.m.
- Planning & Zoning Meeting, 10/27/2021, @ 6:30 p.m.- Town Hall
- Halloween, 10/30/2021 6-8pm
- Town Council Meeting, 11/1/2021, 6:30 p.m.- Town Hall

PUBLIC COMMENTS

- Resident from S. Layton asked if there was an ordinance or law that stated how many vehicles could be parked in a driveway.
- Resident were advised as long as the vehicles were legal, there was no current limit.
- Resident from S. Layton about closing off ballpark entrance.
- Resident was advised that we do not own that property and could not close an entrance.
- Resident from S. Layton asked if the gully that has formed would be included in repairs on the street assessment.
- Resident was advised that it would be included.
- Resident from S. Layton asked if anyone had heard of any car break ins.
- Chief Willey advised that none had been reported.
- Ms. Storan asked if there would be extra traffic when the business park was developed.
- Mr. Denison advised that there should be no change in traffic once the business park is developed.
- Ms. Storan stated that S. Layton is used as a traffic light avoidance.

COUNCIL COMMENTS

- None

EXECUTIVE SESSION

- None

Mr. Denison moved with a second by Mr. Dixon to adjourn meeting at 7:50pm. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

The meeting adjourned.

Audrey Lindale
Clerk of Council