



Town of Wyoming
Council Meeting Minutes
December 5, 2022, 6:30 P.M.

REGULAR TOWN COUNCIL MEETING

CALL TO ORDER – Mayor Bilbrough called the Meeting to order at 6:30p.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. Tracy Johovic and Council Person- Jeffrey Gravatt.

Staff attending: Chief Baker, Town Manager, Michael Wooleyhand, Town Clerk- Roseann Lamar and Clerk of Council, Audrey Lindale.

Audience attending: Donna Storan, Elaine Bilow, Donna Mason, Gerry Storan, Denise Rothermel, Ernie Piazza, Sheryl Ford, Jimmy Winchell, Tom Wilkes and Michael McFann.

ADOPTION OF AGENDA

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

PUBLIC COMMENTS

- Ms. Rothermel thanked the police department for placing the speed trailer in her neighborhood.
- Ms. Rothermel stated she attended Planning and Zoning meeting regarding the Wyoming Business Park. P&Z advised that she would have to wait and see what happens with the landscaping. Ms. Rothermel plans to attend meetings so that she may speak to Mr. Dimondi.

ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough advised that the Wyoming Park is now open. Opening ceremony on Saturday December 3rd happened despite a rainy morning. There was a good turnout.
- Mr. Denison added a thank you to Mrs. Lindale for her hard work on the park project.

ADOPTION OF PREVIOUS MEETING MINUTES

- November 7, 2022- Council Meeting

Mr. Denison moved with a second by Mr. Dixon to approve agenda as presented. Mayor Bilbrough, Mr. Denison, 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. Denison asked if the town had received the paving money from last year.
- Mr. Wooleyhand advised that we had received paving money from last year and this year.

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

POLICE REPORT

- Chief Baker presented November’s police report to council.
- October saw 177 traffic tickets, 23 warnings, no arrests and 104 total complaints that were handled by the WPD.
- Chief Baker advised the speed trailer had been placed on New Burton Rd for 30 days.
- There was a total of 190,000 vehicles with 4.76% of vehicles excessively over the speed limit.

FIRE COMPANY REPORT

- Mr. Piazza presented November’s report to council.
- Report showed 60 alarms for the month.
 - 711 manpower hours.
 - In service for 31.7 hours.
 - Average alarm time 48 minutes.
 - Average for first truck to be enroute- 3.6 minutes.

C/W SEWER & WATER REPORT

- No Report

PLANNING & ZONING

- Mrs. Lamar advised that a resident had attended meeting with concerns of the Wyoming Business Park. Committee members advised resident that landowner is within their rights and compliant with the Land Use and Development Code.
- The committee continues to update the Land Use and Development Code and will hopefully have a draft soon.

BUILDING PERMITS

- Mrs. Lamar presented November reports to council.
 - 4 new permits, 39 open, 15 closed.

CODE ENFORCEMENT

- None

PARK/STREET

- Mr. Gravatt advised that park opened on Saturday and the fence will be installed this week.
- Mrs. Mason asked if the street sweeper was being used.
- Mr. Wooleyhand advised yes, and staff was still working on schedule.
- Mayor Bilbrough requested that a schedule be presented at next council meeting.

SPECIAL EVENTS

- Mrs. Lindale advised council of the following events:
 - **Christmas Parade** on Saturday December 10th at 6pm.
- The special events committee will resume meetings in February to start the Peach Festival planning as well as other events for the town.

NEW BUSINESS

- **Swearing of new officers**
 - Mayor Bilbrough swore in Mr. David Marvel and Mr. Michelau.
- **Carroll Engineering**
 - Mr. Wooleyhand presented a proposal from Carroll Engineering to be the exclusive engineer for the town.
 - Carroll Engineering has previously done a street study and the review of the Wyoming Business Park for the town.
 - Mr. Denison questioned if there was a retainer fee.
 - Mr. Wooleyhand advised that no upfront fees would be paid. Fees would be paid per service.
 - Mr. Wilkes arrived to answer questions regarding the proposal.
 - Mr. Denison asked what the benefits were to sign a contract with Carroll Engineering.
 - Mr. Wilkes advised that he would be another voice and advocate for the town regarding technical and engineering projects. He will be able to assist with grants to cover the cost of projects. He also has 30 years of experience.
 - Discussion ensued.

Mr. Denison moved with a second by Ms. Johovic to engage with Carroll Engineering as the exclusive engineer for the Town of Wyoming. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

○ **Storm Water Study**

- Mr. Wilkes advised that he has physically walked the town's storm water system and has completed GIS mapping.
- Mr. Wilkes stated that they are working on creating a report of the problems and possible resolutions.

○ **Keller Williams**

- Mr. Wooleyhand advised that Keller Williams was asked to submit a second proposal for marketing the upstairs for tenants.
- Current agency has been unsuccessful in getting a tenant.
- Question was raised if signage would be used.
- Mr. Wooleyhand advised that most of the marketing would be online as it generates more clients.
- Mr. Denison asked if they could also submit a proposal for 1 N. Railroad.
- Mr. Wooleyhand advised that he would request one.
- Mr. McFann asked if Mr. Wooleyhand was involved with Keller Williams.
- Mr. Wooleyhand advised that he was part of the Keller Williams group but only on the residential side.

Mr. Denison moved with a second by Mr. Dixon to sign with Keller Williams to market the upstairs space at Town Hall. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

○ **1 N. Railroad Ave**

- Mr. Wooleyhand advised that tenant at 1. N. Railroad Ave would not be renewing their lease.
- Mr. Wooleyhand advised that a glass front door had been installed.
- Mr. Wooleyhand asked council if they wanted glass door removed and returned to original state or if glass door would be left.
- Mayor Bilbrough advised that their contract states the building must be returned to original state at the end of the lease.

○ **Snowblower**

- Mrs. Lindale advised council that snowblower had started blowing oil after one use last year.
- Discussion ensued regarding repairs and maintenance being done on off seasons.
- Council advised that snowblower is to be repaired.

UNFINISHED BUSINESS

○ **Ordinance #65-22- regulating the Excavation of Streets**

- Mayor Bilbrough advised that changes had been made per council's request including fee increase.

- Camden Wyoming Sewer and Water Authority (CWSWA) will not be required to pay fee but will be required to get a permit.
- Mayor Bilbrough advised that this would make contractors responsible for repairs when streets, sidewalks and curbs are disturbed.
- Discussion ensued.
- Mr. Denison stated that sidewalks by Jr. High are lifted and in need of repair.
- These sidewalks are in Camden's town limits. Mrs. Lindale will reach out to Sarah to advise of sidewalk issue.
- Mrs. Lindale read synopsis for 2nd reading.

Mr. Denison moved with a second by Mr. Dixon to adopt Ordinance #65-22- Regulating the Excavation of Streets. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

CALENDAR OF EVENTS

- Parade 12/10/2022, 6pm
- Planning and Zoning 12/13/2022, 6:30pm
- Town Council Meeting 1/9/2023, 6:30pm

COUNCIL COMMENTS

- None
- Ms. Storan asked if she could speak as she was passed over during public comments.
- Ms. Storan wanted to advise that Delaware State News had done an article on her foundation and wanted to thank the town for allowing her to put donation boxes in Town Hall, the police department for their drink donation and Mrs. Lindale for her help.

Mr. Denison moved with a second by Mr. Dixon to adjourn meeting at 7:18pm. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.

The meeting adjourned.

Audrey Lindale
Clerk of Council