



Town of Wyoming
Council Meeting Minutes
March 6, 2023, 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. and Council Person- Melissa Wooleyhand.

Absent: Tracy Johovic, Secretary.

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

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, Donna Storan, Mike Marasco, Jane Sweeney, Dave Reed, Cathy George, Ben Lonski, Theresa Carrothers, Jeff Carrothers, Tina Sada-Lufting, Barbara Brown, and Robert Pflumm.

ADOPTION OF AGENDA

Mr. Denison moved with a second by Mr. Dixon to approve agenda with amendment, moving Lexipol from Old Business to first item under new business. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.

PUBLIC COMMENTS

- Ms. Rothermel stated she has seen construction trucks using the ballpark entrance for a construction entrance. Questioned when the painting of the stop bars and word stop will be painted as residents requested on S. Layton.

- Mrs. Lindale advised that it would be done in the next few weeks.
- Ms. Storan expressed concerns that construction is starting at 6:30am when there is a noise ordinance that states 7am.
- Ms. Storan also states that officers are needed on S. Layton as people are still speeding and running stop sign.
- Mr. Marasco wanted to thank the police department for doing a great job as there is more police presence.
- Mr. Marasco also thanked Mrs. Wooleyhand for joining council.

ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough thanked Chief Baker on having a fully staffed police department with 4 full time officers and 1 part time officer. .

ADOPTION OF PREVIOUS MEETING MINUTES

- February 6, 2023- Council Meeting

Mr. Denison moved with a second by Mr. Dixon to adopt previous meeting minutes. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, 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 moved with a second by Mr. Dixon to adopt previous meeting minutes. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.

POLICE REPORT

- Chief Baker presented February’s police report to council.
- February saw 312 traffic tickets, 33 warnings, 12 arrests, 10 local fugitives, 2 accidents and 196 total complaints that were handled by the WPD.
- Chief Baker advised of court totals for February. Wyoming had a total of 56 cases- 39 pleas, 1 trial, 4 rescheduled and 5 failure to appears.
- Mr. Denison asked how cases compare to other departments.
- Chief Baker explained that it depends on how many and what type of tickets are being written by other departments.
- Mr. Denison would like to see this report quarterly if possible.

FIRE COMPANY REPORT

- Mr. Reed presented February’s report to council.
- Report showed 73 alarms for the month.
 - In service for 34.5 hours.
 - Average alarm time 28.3 minutes.
 - Average for first truck to be enroute- 3 minutes.
 - 11 Motor vehicle accidents.
 - 15 assisted ambulances.

- 27 misc. alarms.
- Mayor Bilbrough expressed council's condolences to Mr. Queen's family.

C/W SEWER & WATER REPORT

- No Report

PLANNING & ZONING

- Mrs. Lamar advised that a variance request has been tabled by Planning and Zoning regarding the property on Mechanic St. Planning and Zoning wanted time to review request.
- Mrs. Lamar advised that the lawyer advised against sending a letter to DR Horton regarding the zoning for the proposed Savannah Farms.

BUILDING PERMITS

- Mrs. Lamar presented February's reports to council.
 - 7 new permits, 31 open, 1 closed.

CODE ENFORCEMENT

- Mrs. Lindale advised that there no violations in February.
- January's violation is being resolved by landlord.

PARK/STREET

- Mrs. Wooleyhand advised council of the following:
 - Street Sweeping Schedule- started today 3/6/2023- weather permitting, street sweeping will follow set schedule.
 - Still getting Great Reviews of park
 - Spring riders were fixed and no further problems.
 - Stained glass piece had to be replaced on one of the sensory panels at town's cost. See photos.
 - Replacement parts for new picnic tables delivered. Will be put in park as they are put together.
 - Dog Park- Fence has been installed. Equipment will be shipped 3/28.
 - Charging Stations- Estimate received, will be on April's agenda.
 - Multi-use court- reaching out to other companies as we have not gotten any response.
- Staff received a request from a food truck to set up at the park during the Easter egg hunt. It was questioned whether council would allow food trucks at the park at any time.
- Mayor Bilbrough is concerned about the trash and tracking of licenses.
- Mr. Denison suggested an ordinance that outlines regulations of food truck at the park stating we have food trucks that set up on private property.
- Staff will reach out to lawyer in regard to an ordinance.

SPECIAL EVENTS

- None

NEW BUSINESS

○ **Lexipol**

- Mr. Gillespie from Harrington PD was in attendance to show council how Lexipol would work for the department as this system was implemented at Harrington PD a couple of years ago.
- Chief Baker explained the pricing that was in question at previous meeting. Total implementation would be \$16,387 with a yearly renewal fee of \$5,092.
- Mr. Gillespie stated the system was searchable by keyword, accessible through officer's smartphone and sent out daily tests for officers to keep updated on policies.
- Lexipol automatically updates when laws or best practices changes.
- Polices can be tailored to departments.

Mr. Denison moved with a second by Mr. Dixon to contract with Lexipol with funds coming from realty transfer tax. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.

○ **Alexis McCullough Swearing In**

- Mayor Bilbrough swore Alexis McCullough into the Wyoming Police Department.
- Ms. McCullough's family was present with her mother holding bible for swearing in ceremony.

○ **Kinnard- parking on N. Railroad Ave.**

- Mr. Kinnard Jr. was present to speak on behalf of his father who is ill regarding the parking in front of the Mr. Kinnard's home.
- Resident is concerned with the loitering, idling vehicles and trash that is being left by patrons of Brown's tavern.
- Mr. Kinnard Jr. stated his father is concerned his safety as they have had people try to break into the house looking for a phone.
- Homeowner has confronted patrons and proceeded to be cursed at and ignored.
- Family is asking for resolution in the form of parallel parking in front of home, barriers or residential parking only.
- Mrs. Brown advised that she has cameras that see down the street and is willing to assist with footage when needed.
- Mr. Bilbrough questioned what parallel parking would resolve.
- Mr. Kinnard Jr. stated they were able to park their vehicles in front of the home to prevent patrons of the bar to park in front of the home.
- Mayor Bilbrough stated perhaps police presence at closing would help resolve loitering.
- Mrs. Brown agreed that the police riding through a few times would help.
- Mr. Denison asked Kinnard family if the police had been called.
- Family advised they have not as their father does not want to bother the police.
- Chief Baker advised family to call police when issue is happening.
- Discussion ensued regarding possible signage, residents to note times and have Mrs. Brown look at footage to identify problems and police presence.
- Item will be revisited at April's meeting to see if situation has improved.

- **Pflumm Tax Bill**
 - Mr. Wooleyhand explained that when transitioning to new software it came to light that the Pflumm property had not received a tax bill since being annexed in 1986.
 - Annexed in 1986, a resolution was filed in 2002 and no tax abatement was mentioned.
 - Mr. Pflumm stated he was told that he would not pay taxes until he received town services such as water, sewer and trash.
 - Mayor Bilbrough asked if Mr. Pflumm had anything in writing.
 - Mr. Pflumm stated that he only had a verbal with previous councils.
 - Property had been rezoned, has own well and septic.
 - Mayor Bilbrough advised that town's charter states that tax abatement is only good for 7 years maximum.
 - Mr. Pflumm was informed that without documentation stating otherwise, the charter would be followed and starting in 2023 taxes will be due on this property.
- **Land Use and Development Code (LUDC)**
 - Public hearing was held on February 22, 2023 to review changes made to the LUDC.
 - Ordinance #66-23 adopts the updated LUDC as written and effective immediately.

Mr. Denison moved with a second by Mr. Dixon to adopt the updated Land Use and Development Code. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.

- **1 N. Railroad Ave. Rental**
 - Mrs. Lufting from Caesar Rodney was present to explain their vision for the property at 1 N. Railroad Ave.
 - Mrs. Lufting stated the Roads to Success program at Charlton School would like to use it as a store front for the students.
 - Students make cards, gift tags, soaps and other items that are sold at events and locations throughout the community.
 - This program is used to help students 10-22 to build skills to become contributing citizens to the community and society.
 - Starting out store will only be open 4 hours a day. Long term would be to expand hours and include art and crafts day for public.
 - Mayor Bilbrough stated that he does work for Charlton school but would not benefit from the rental nor has he offered any special discounts to school.
 - Mayor Bilbrough recommends Mr. Wooleyhand work with school in negotiating contract.

Mr. Denison moved with a second by Mrs. Wooleyhand to allow Mr. Wooleyhand to work with school in regard to a lease agreement. Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Mayor Bilbrough not voting. Motion carried.

- Mr. McFann asked if anyone else gave a presentation for renting the 1 N. Railroad Ave.
- Mayor Bilbrough explained that other renters choose not to come before council.
- Mr. McFann asked if 10 S. Railroad Ave was currently leased.

- Mayor Bilbrough explained that that property currently has a tenant.
- Mr. McFann asked if 1 N. Railroad would be a 1 year lease.
- Mayor Bilbrough explained it would whatever is negotiated in the contract.
- Debbie Lonski was present and also interested in renting 1 N. Railroad Ave property for a nutrition club.
- Mrs. Lonski explained that nutrition education and classes including cardio drumming is needed in the community.

Mr. Denison moved with a second by Mr. Dixon to allow Mr. Wooleyhand to work with Mrs. Lonski in regard to a lease agreement. Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Mayor Bilbrough not voting. Motion carried.

○ **New Construction Impact Fees**

- Mr. Wooleyhand explained that Wyoming’s current fees include a Public Safety fee of 1% going to police department, .25% to school district and .50% going to fire department.
- Concerns were expressed regarding the impact of a possible new development and the impact on services such as the school, fire department and police department.
- Mayor Bilbrough asked staff to reach out to school and fire department for an estimated impact.
- Will revisit at April meeting.

○ **Police Vehicle**

- Chief Baker explained that when a new officer is hired, the department will not have a vehicle for them. A take home vehicle is an incentive for the department.
- Chief Baker explained that most vehicles are 2 years out in production.
- Discussion ensued regarding the quotes received from Hertrich for a Tahoe and Ford F150.

Mr. Denison moved with a second by Mr. Dixon to pursue purchasing a Ford F150 from Hertrich Fleet Services. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.

UNFINISHED BUSINESS

○ **Chambers Alley**

- Council was presented with paving estimates for Harrison Ave, North Dr., E and W Broad St, Church Dr., town hall parking lot and Chambers Alley.
- Discussion ensued.
- Chambers Alley will be included in the 2023 paving schedule.

○ **2nd floor Rental**

- Mr. Wooleyhand advised that potential tenant’s business (daycare) would require a sprinkler system.
- No motion was made to proceed with this rental agreement.

CALENDAR OF EVENTS

- Special Events Committee 3/15/2023, 7pm
- Planning and Zoning 3/22/2023, 6:30pm
- Easter Egg Hunt 4/1/2023- 11am
- Town Council Meeting 4/3/2023, 6:30pm

COUNCIL COMMENTS

- Mr. Marasco wanted to thank Mr. Denison and Mrs. Wooleyhand for their commitment to their positions on council.
- Mrs. Mason stated that Mr. Reed did a good job on street sweeping on E. Third St.

Mr. Denison moved with a second by Mr. Dixon to adjourn meeting at 9:21pm. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.

The meeting adjourned.

Audrey Lindale
Clerk of Council