

**Town of Greenwood**  
**Minutes**  
**Regular Monthly Council Meeting**  
**Tuesday, July 3, 2018**

**Call to order**

Mayor Donald Donovan called the meeting to order at 7:30 P.M.

**Councilors Present**

Donald Donovan, Willard Russell, Norman Reed and Donald Torbert

**Officials Present**

Police Chief Brent Raughley, Town Manager Hal Godwin

**Citizens & Visitors**

Perry Ford and Brenda Ford

**Approval of Minutes**

Moved by Councilor Reed, Seconded by Vice-Mayor Russell to approve Regular Meeting minutes of the June 5, 2018, Town Council meeting as presented. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes and Councilor Torbert – Yes.

**Citizen's Privilege**

1. Mr. Ford expressed questions he had regarding funding for part time employee.
2. Mr. Ford expressed concern in elected officials not attending council meetings.

**Town Managers Report**

1. Town Managers Report was presented for review and discussion.
2. Comprehensive Plan Survey Update – Survey was mailed out Tuesday, July 3,2018, with utility bills.
3. Alley and Sidewalk Update – project is complete.
4. Hal Godwin & Roger Breeding have been reviewing streets and have identified 10 potholes in need of prompt attention and will be repaired within 2 weeks.
5. Unregistered Vehicle Update – Attorney drafted an ordinance for us to consider and possibly offer for first reading August 7, 2018.
6. Past Due Receivables Update – received proposed ordinance to replace current collection process – will have finished amendment for August meeting.
7. Financial Statements were presented for review and discussion. – No questions or concerns.
8. Sewer flow discussed (64,046 gal daily June 2018) compared to (54,995 gal for June 2017).

## Engineer Updates

N/A

## Police

1. National Night Out scheduled for August 14, 2018, from 6-8 pm at Greenwood Firehouse. – Community Event – activities, food, free t-shirts, etc.
2. Police Monthly Report was presented for review. – There were no questions or concerns by Council.

## New Business

1. Resolution to Name the Town Manager, Hal Godwin, the Code Enforcement Official – Moved by Vice- Russell, Seconded by Councilor Reed to approve Town Manager, Hal Godwin as the Code Enforcement Official. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes and Councilor Torbert – Yes.
2. Ordinance D-8 Unregistered Motor Vehicles – Ordinance Amendment
3. Milford Housing Development Corp. – Conditional Use for remaining portion of The Cove / Greenwood Acres – Moved by Councilor Reed, Seconded by Councilor Torbert to send Conditional Use Application to Planning and Zoning Commission for review. Carried by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Torbert – Yes, Councilor Reed – Yes. (will come back to council once reviewed)
4. Town Street Repair via MSAF.
5. Amended Agenda explanation – received numerous complaints concerning dark brown color in water of residents of Addix Avenue.
6. Robert Palmer visited area in regard to situation to water system - (meeting of Mayor Donovan, Town Manager Hal Godwin, Public Works Director Roger Breeding, and Town Engineer Robert Palmer determined the need to replace the main is compounded by the heavy equipment soon to be repaving Governors Avenue, which could possibly fracture the aged galvanized pipe watermain. Town Council to consider declaring repair an emergency.  
\*\*\*Emergency Repair – Water Main Replacement – Addix Avenue\*\*\* – looping to Market Street with fire hydrant prior to asphalt being done by State of DE.  
Moved to endorse as emergency by Vice-Mayor Russell, Seconded by Councilor Reed. Carried by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes and Councilor Torbert – Yes  
(Visit with Mike Costello - discussed tear down process to teardown unsafe structures and process.

## Old Business

1. Comprehensive Plan – Review and Update – Surveys sent out (Town Manager Hal Godwin to give weekly updates as Surveys come in).  
Planning and Zoning Committee to meet 2<sup>nd</sup> Wednesday of every month instead of 3<sup>rd</sup> Wednesday of every month. Town Manager Hal Godwin to make amendment.
2. Workers Compensation – DFIT – Update – should have proposed prices by July 20<sup>th</sup> or July 25<sup>th</sup> of this month.
3. Past due utilities collection options – Town Manager Hal Godwin is putting together a package in the next couple of months with cost efficient options to include online payments to help eliminate some cost of labor and postage.

Adjournment to Executive Session – N/A

**Actions requiring approval from Executive Session**

1. N/A

**Adjournment** – Moved by Councilor Torbert, Seconded by Vice-Mayor Russell, Carried to adjourn the meeting at 8:22 PM. CARRIED by Unanimous Vote: 1 – Yes, Councilor Reed – Yes and Councilor Torbert – Yes.

Attested , Town Manager