

Town of Greenwood
Minutes
Regular Monthly Council Meeting
Tuesday, October 2, 2018

Call to order

Mayor Donald Donovan called the meeting to order at 7:31 P.M.

Councilors Present

Donald Donovan, Willard Russell, Norman Reed, Michael Moran and Donald Torbert

Officials Present

Police Chief Brent Raughley, Town Manager Hal Godwin, Admin. Asst. Cynthia Jones

Citizens & Visitor

Perry and Brenda Ford

Approval of Minutes

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

Citizen's Privilege

1. N/A

Town Managers Report

1. Town Managers Report was presented for review and discussion – No questions or concerns at this time, Town Manager Hal Godwin will discuss further information when New Business and Old Business agenda topics are discussed further in the meeting.
2. Financial Statements were presented for review and discussion. – There were no questions or concerns by Council.

Engineer Updates

1. Beacon Engineering, LLC. – N/A

Police

1. Verbal Report – Given by Chief Brent Raughley
 - a. New Vehicle was ordered - pending shipment
 - b. No shave this fall for officers – fundraiser for a Christmas Fund which goes to a family in need.

New Business

1. Storm Water Drain Installation – Addix Avenue – Kent Construction gave an estimate with a price of \$19,425.00
 - a. Councilor Moran suggested that we get a survey done since he believes that the road does not have enough pitch and cost should be at approx. \$10,000.00
 - b. Mayor Donovan suggested we get Town Engineer, Robert Palmer to come in and discuss options and to possibly shoot a line for elevations.
 - c. Vice-Mayor received a call when he was Mayor that water was settling on Addix Avenue when water flowed west to the ditch.
 - d. Councilor Moran suggested to mill Addix Avenue for it to drain so water slows to drain.
 - e. Mayor Donovan suggests that once we have Town Engineer, Robert Palmer to come in to shoot a line for elevations that we will revisit the concerns of Addix Avenue storm drain problems.
2. Motion to reschedule November Council Meeting from Tuesday November 6, 2018 to Wednesday, November 7, 2018 – due to Election Day. Motioned by Councilor Reed, Seconded by Councilor Moran. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Moran – Yes and Councilor Torbert – Yes.
3. Contract Approval for Beaver Street Paving Project – funding will be by Community Transportation Fund authorized by Gary Simpson and Dave Wilson.
Contract Approval for Beaver Street Paving Project – funding will be by Community Transportation Fund authorized by Gary Simpson and Dave Wilson.
 - a. Town Manager Hal Godwin recommends that the Town of Greenwood accepts the bid from Delmarva Paving.
 - b. Vice-Mayor Russell questioned if this would take the crown out of the road.
 - c. Town Manager Hal Godwin responded that it does take the crown out of Beaver Street and would taper closer to sidewalk.
4. Motion to award contract to Delmarva Paving to repave Beaver Street – Motioned by Vice-Mayor Russell, Seconded by Councilor Moran. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Moran – Yes and Councilor Torbert – Yes.
5. Discuss N. Church Street – One-Way Portion – would like ordinance changed to have North Church Street made into a two-way street.
Chief Raughley not seeing a problem with the town doing this as long as the yellow line is corrected.
Town Manager Hal Godwin will call our lawyer to get ordinance drafted.

Old Business

1. Public Hearing for consideration and possible approval of Conditional Use Permit to convert one room in their home to a beauty salon for Norman and June Reed
 - a. Town Manager Hal Godwin explained the signage difference in the Staff Recommended Conditions and Recommendations from Planning and Zoning conditions. Explained that Conditional Use Permit will expire when or if ownership changes.
Motion to approve Conditional Use Permit with Staff conditions to Norman and June Reed by Councilor Moran, Seconded by Councilor Tolbert. to approve Conditional Use Permit to Norman and June Reed. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Moran – Yes and Councilor Torbert – Yes. Councilor Reed abstaining from the vote.
2. Addix Avenue Emergency Water Main Replacement – Town Manager Hal Godwin explains that there is one – step left for completion with approx. 8-10 hours of work to be done.
3. Comprehensive Plan – The Town of Greenwood received an extension until April 20 from the State of Delaware to get our Comprehensive Plan completed.
 - a. A Demographic Study was completed by Town Engineer Robert Palmer.
 - b. We received a lot of input from surveys as well as residents who attended National Night Out.

- c. Town Manager Hal Godwin suggests that we hire Roy Lopota to finish our Comprehensive Plan, he gave us a price of \$9,000 (\$3,000 for payable upon receipt signing contract, \$3,000 when draft is complete, \$3,000 when the State of Delaware approves).
- d. Mr. Ford (CITIZEN) questioned if our staff was incapable of doing the Comp Plan ourselves. He would like our Town Council to put a contract out for bidding.
Town Manager Hal Godwin responded that anything over \$10,000 needs to be bid but this is only \$9,000. Roy Lopota needs at least 120 days to complete our Comp Plan, Roy Lopota will be the author of the Comprehensive Plan, Town Engineer Robert Palmer will be providing maps.
- e. Mayor Donald Donovan explained that we would be losing another 30 days if Comp Plan is bid out.
- f. Town Manager Hal Godwin responded that we will do whatever Town Council says to do in regards to Comp Plan.

Motion to take Town Manager Hal Godwin's recommendation to sign contract allowing Roy Lopota to complete Town Of Greenwood Comprehensive Plan. Motioned by Councilor Moran, Seconded by Councilor Reed. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Moran – Yes and Councilor Torbert – Yes.

Adjournment – Moved by Councilor Moran, Seconded by Councilor Reed to adjourn the meeting at 8:09 PM. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Moran – Yes and Councilor Torbert – Yes.

Attested _____



Town Manager