

**Town of Greenwood**  
**Minutes**  
**Regular Monthly Council Meeting**  
**Wednesday, November 7, 2018**

**Call to order**

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

**Councilors Present**

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

**Officials Present**

Attorney Barrett Edwards, Police Chief Brent Raughley, Town Manager Hal Godwin and Lisa Marks

**Citizens & Visitors**

Norma Prettyman, Carolyn Tyson, Alan Tyson, Perry Ford and Brenda Ford, Nadine Henry, Russell Huxtable, Rob Ament, Toni Dwyer and Chris Sloan

**Approval of Minutes**

Moved by Vice-Mayor Russell, Seconded by Councilor Reed to approve Regular Meeting minutes of the October 2, 2018, Town Council meeting as presented. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes, Councilor Moran - Yes.

**Citizen's Privilege**

N/A

**Town Managers Report**

1. Town Managers Report was presented for review and discussion. – There were no questions.
2. Town Manager's Verbal Additions:
  - a. The pump in Well #2 failed, but is back on line now. Our Engineer is working on bid specs for a Well Control Up-Grade Project.
3. Financial Statements were presented for review and discussion. – There were no questions or concerns by Council.

**Engineer Updates**

1. Written Quarterly Engineer's Report by Beacon Engineering, LLC – N/A

## Police

1. Police Monthly Report was presented for review. – There were no questions or concerns by Council.
2. Chief Raughley's Verbal Report to Council included:
  - a. We no longer have a part-time officer.
  - b. We have placed an advertisement for a full-time officer. We are accepting applications for Delaware Certified and Non-Certified Officers until December 12, 2018.
  - c. Our Angel Tree will be up November 26 thru December 20.

## New Business

1. Perry and Brenda Ford – Mr. Ford asked when an Amended Ordinance goes into effect. The Town of Greenwood's legal counsel, Barrett Edwards, replied that an Amended Ordinance is effective as soon as it was approved.
2. Friends of the Library – Big Saturday Report – Caroline Tyson thanked the Town for infrastructure, storage, trash, signs set up, insurance and the extremely helpful police department. The weather cooperated this year for 108 vendors, food and non-profits. Residents in the area were neighborly with the road closures, but our volunteers, ROTC and young volunteers were treated rudely at times.
3. PNC – Credit Card and Online Payment options – Chris Sloan and Toni Dwyer from PNC Bank were present to discuss and answer questions pertaining to credit card and online payment options for the Town of Greenwood. Options discussed ranged from online payments through our website to swiping a credit card at the counter, email, text and receipt availability and payment options for the cost of the service. Toni will put together price list for the Council to review.
4. Ordinance Amendment for 1<sup>st</sup> reading – C-8, Rental Property Inspections – Moved by Councilor Moran, Seconded by Councilor Torbert to accept the 1<sup>st</sup> read of C-8 Amendment. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.
5. Ordinance Amendment for 1<sup>st</sup> reading – D-8, Unregistered Vehicles – Moved by Councilor Moran, Seconded by Councilor Torbert to accept the 1<sup>st</sup> read of D-8 Amendment. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.
6. Ordinance Amendment for 1<sup>st</sup> reading – D-17, N. Church Street 2-Way Traffic – Moved by Councilor Reed, Seconded by Councilor Moran to accept the 1<sup>st</sup> read of D-17 Amendment. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.
7. Draft of 2019 Budget, set date for Budget Workshop – Councilors will check their schedules and let the Town Manager know dates they are available. At this time Wednesdays seem to be the best evening.
8. Appointments for Board of Elections – Moved by Vice-Mayor Russell, Seconded by Councilor Reed to appoint Richard Behrens, Elizabeth Behrens and Linda Noel to the Board of Elections. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.

9. Application for Minor Sub-Division – Lands of Sandra Willey, 5-30 9.00 19.00 – The application was reviewed and will be sent back to the applicant. The applicants should re-apply for a Partition instead of a Minor Sub-Division.

### **Old Business**

1. Addix Avenue Emergency Water Main Replacement – The Addix Avenue Emergency Water Main Replacement Project has been completed. The Town Manager will present a project total in the near future.
2. Comprehensive Plan – Wednesday, November 14, 2018, the Greenwood Town Council and Planning & Zoning Commission will hold a Public Meeting with our Comprehensive Plan consultant, Roy Lopata, to answer questions and have an open discussion.
3. Governors Avenue Resurfacing – The Governors Avenue resurfacing has been completed.
4. Town Street Repair via MSAF – Beaver Street Project funding process has been completed. The project has been awarded to Delmarva Paving, Inc. Notices will be placed on doors in a week or so and the project should begin in a month.
5. **Public Hearing** - Milford Housing Development Corp. – Conditional Use Permit for remaining portion of The Cove / Greenwood Acres – The Public Hearing for the Milford Housing Development Corporation’s Conditional Use Permit was advertised in the Delaware State News on October 23, 2018. On October 19, 2018, it was posted at the following locations in Greenwood, Delaware: Greenwood Town Hall lobby, Greenwood Town Hall vestibule, Greenwood Public Library, Greenwood Post Office, and on the remaining portion of The Cove / Greenwood Acres property. On October 19, 2018, notices were sent to residents within 200 ft. of the property.

Russell Huxtable, from the Milford Housing Development Corp. shared several exhibits and information (costs, construction, efficiency, funding, shared equity, land trust) with the Council and attendees.

Moved by Vice-Mayor Russell, Seconded by Councilor Moran to approve the requested Conditional Use, inclusive to the conditions recommended by the Planning and Zoning Commission, subject to the underlined changes:

- Recommendation #3 to be amended to state, “This community shall be perpetually restricted to occupancy by residents that are aged 55 or older or legally disabled.”
- Recommendation #21 to be amended to state, “Entire project to be approved by the Fire Marshall and shall be ADA compliant.”

CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.

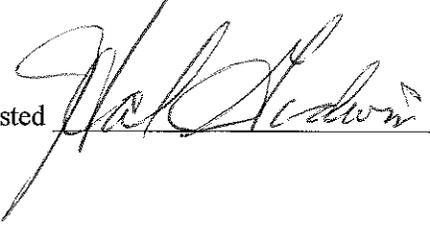
Adjournment of Public Hearing at 9:21 pm

### **Adjournment to Executive Session – N/A**

#### **Actions requiring approval from Executive Session**

1. N/A

**Adjournment** – Moved by Councilor Moran, Seconded by Vice-Mayor Russell to adjourn the meeting at 9:30 pm. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.

Attested , Town Manager