Town of Greenwood

Town Council Meeting Minutes

**Tuesday, January 7, 2020**

**Call to order**

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

**Councilors Present**

Willard Russell, Norman Reed, Mike Moran and Donald Torbert

**Officials Present**

Police Chief, Brent Raughley; Town Manager, Hal Godwin; Town Clerk, Lisa Calvert and Finance Clerk, Janet Todd

**Citizens & Visitors**

Ms. Donna Carter from the Greenwood Library and Brenda and Perry Ford

**Approval of Minutes**

Moved by Councilor Russell, Seconded by Councilman Reed to approve Regular Meeting minutes of the December 3, 2019, Town Council Meeting. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Moran – Yes and Councilor Torbert – Yes.

Moved by Vice Mayor Moran, Seconded by Councilman Torbert to approve Meeting minutes of the December 11, 2019, Special Council Budget Workshop. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Moran – Yes and Councilor Torbert – Yes.

**Citizen’s Privilege**

Mr. Ford holds that his December 30, 2019 request for information from the town is not a FOIA request and wants a date as to when he can expect such information to be available. By close of business on January 8th, the FOIA Coordinator will advise Mr. Ford of the such information will be available for him.

**Town Managers Report**

1. To provide the Mayor and Council with timely financial statements, it was suggested to move the Council meetings to later in the month to allow staff time to prepare such statements.
2. Mr. Godwin advised that the Town Engineer, Robert Palmer has started engineering plans for the water main concern at Rt. 13 South and Rt. 16 that was previously discussed at the December 11, 2019 Special Town Council Meeting.
3. The Town Manager advised that our Charter Amendment has been pre-filed in the Delaware State Senate on December 19, 2019 as Senate Bill 195 and assigned to the Senate Elections, Government & Community Affairs Committee. Mr. Godwin expects the committee to meet within the next several weeks and he will keep the Council updated on all actions to this important legislation.

1. As the Council had previously granted the Town Manager to take complaints on rental properties, Mr. Godwin advised that he had taken a complaint from a resident at Seachase Apartments. He then contacted the Landlord and was advised that the Landlord was working on the issue and will resolve it according to the Delaware Landlord/Tenant code.

**Police**

1. The Monthly Police Report was provided for review from Chief Brent Raughley.
2. Chief Brent Raughley’s Verbal Report to the Town Council focused on the hiring process for a new officer. Out of the 20 applicants, 6 moved forward and 4 of them passed the PT testing and 2 are certified with other departments. The next class is in March 2020.

**New Business**

1. The Mayor proposed Introduction of Resolution #2020-1; a resolution establishing the day and time for future Town Council Meetings to now be the 2nd Wednesday of each month starting at 6:30 p.m. Moved by Councilor Reed and Seconded by Councilor Moran. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.
2. The Mayor advised at this time a hearing for the 2020 Property Tax Court of Appeals would be held for anyone who would like to contest their property assessment. A form can be filled out and the appeal considered, however, no one contested their assessment.
3. The 2020 Property Tax Assessments from Sussex County were presented and a motion was made by Councilor Moran and Seconded by Councilor Russell to approve such assessments. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.
4. As the 2020 Property Tax Assessments were approved as accurate, a motion was made by Councilor Russell and Seconded by Councilor Torbert to establish our property tax rate of $1.80 for $100 of assessed value. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

**Old Business**

1. N/A

**Adjournment to Executive Session** – Moved by Councilor Torbert, Seconded by Vice-Mayor Russell to adjourn to Executive Session at 7:47p.m. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes, Councilor Reed – Yes, Councilor Torbert – Yes and Councilor Moran – Yes.

**Actions requiring approval from Executive Session –** No action was taken as a result of the Executive Session; it was a discussion.

**Adjournment –** Moved by Councilor Moran, Seconded by Councilor Russell to adjourn the meeting at 8:08 pm. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes; Councilor Reed – Yes; Councilor Moran and Councilor Torbert.

Attested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Town Manager