Town of Greenwood

Town Council Meeting Minutes

**Wednesday, June 10, 2020**

**Call to order**

Mayor Donald Donovan called the meeting to order at 6:30 pm.

**Councilmen 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**

**Approval of Minutes**

Moved by Councilman Reed, Seconded by Vice Mayor Russel to approve the minutes of the May 21, 2020, Town Council Teleconference Meeting. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilman Reed – Yes; Councilman Moran – Yes and Councilman Torbert – Yes.

**Citizen’s Privilege**

N/A

**Town Managers Update**

1. The Town Managers Report was presented for review and discussion.
2. Town Manager’s Verbal Additions:

* Mr. Godwin provided details to the Council on the Governor’s Phase 2 of Delaware’s economic re-opening to start on June 15th. Expansions up to 60% of the stated fire capacity will be allowed for retail establishments, restaurants and other businesses. Previously, on June 8th, the Governor had announced a rolling re-opening of personal care businesses allowing up to 30% of the stated fire capacity. Mr. Godwin and Council are to decide when Greenwood Town Hall will re-open by Friday, June 12th.
* Greenwood Ordinance A-9 (Animal Welfare Dog Control) was discussed by Mr. Godwin and the Council. Our ordinance is a duplication of the Delaware State Animal Control laws and they handle any Town issues. Do we want to continue with our ordinance or delete it? If deleted, does the State govern leash and waste issues. The Council requested that Mr. Godwin provide them each with a copy of State Code 16 and our Ordinance A-9 for their review.
* Roger Breeding and Mr. Godwin will resume their property maintenance reviews as soon as the Governor allows us to resume enforcement actions which were started in January prior to the Governor’s State of Emergency Declaration.

1. Financial Statements were presented for review and discussion.
2. Financial Statement Verbal Additions:

* Mr. Godwin advised that we are learning that some of our 2019 Budget estimates were not as expected. They will be closely reviewed in the upcoming 2020 budget preparations to start in August.
* The decline in deposits are due to consumption declines by larger businesses due to Covid-19.

**Police**

1. The Monthly Police Report was provided for review from Chief Brent Raughley.
2. Chief Raughley also advised the Council on the Woodbridge High School 2020 Graduation Parade that will start in Bridgeville and continue through Greenwood on Market Street next Tuesday, June 16th starting at 5:15pm.

**New Business**

1. The Planning Commission met on Wednesday, June 3rd to review Ordinance A-1, Section 5.4.2-A – New Fences which states that the fence height has a restriction of 6 ft. across the back and side to 25 ft. of the rear setback. If the fence is to exceed 4 ft. from the rear setback, it requires the neighbor’s approval. The Planning Commission agreed that the Council should change the ordinance removing the need for the neighbor’s approval. Mr. Godwin will advertise the amendment 15 days prior to the July 8th Town Council Meeting.

* First Reading: Amendment to Ordinance A-1, Section 5.4.2-A, by deleting the reference requiring a neighbor’s approval. Motion to accept this as the first reading of the ordinance by Vice Mayor Russell and Seconded by Councilor Moran. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

1. A discussion was held regarding food truck regulations/ordinances. Mr. Godwin provided some background information on food truck requests and recited to Council our Ordinance C-11, Section 3-B which allows (under Zoning Section A-1, 6.4.2) restaurants, excluding fast food restaurants (i.e., food trucks). Mr. Godwin suggested a workshop be scheduled within the next 2-3 wks. with our attorney and Council to discuss this matter. In the interim, any requests for business licenses by food truck vendors will be denied.

**Old Business**

1. Mr. Godwin discussed an Ordinance to repeal in its entirety Ord. No.C-8 and adopt a new Ord. No.C-8 entitled, “An Ordinance regulating residential rental units, providing for an annual rental license and accompanying fee, requiring rental unit inspections, and providing penalties for the violation thereof.” He will meet with Ms. Karen Horton within the next week or so as we had been advised that this ordinance and the ordinance mentioned in #2 below “as is” were too strict when we submitted our Comprehensive Plan.
2. Mr. Godwin also discussed an Ordinance to repeal in its entirety Ord. D-18 and adopt a new Ord. D-18 entitled, “An Ordinance defining and regulating disorderly houses, encouraging crime-free lease provisions for rental agreements, and providing penalties for violation thereof.” As mention in #1 above, Mr. Godwin will meet with Ms. Karen Horton to discuss this matter further.

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

**Adjournment –** Moved by Councilman Reed, Seconded by Councilman Moran to adjourn the meeting at 7:26 pm. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilman Reed – Yes; Councilman Moran – Yes and Councilman Torbert – Yes.

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