

Town of Greenwood
Minutes
Regular Monthly Council Meeting
Tuesday, July 2, 2019

Call to order

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

Councilors Present

Willard Russell, Norman Reed, Donald Torbert, Michael Moran

Officials Present

Police Corporal, John Cullen; Town Manager, Hal Godwin and Town Clerk, Lisa Calvert

Citizens & Visitors

Mr. Wm. Jack Riddle and Laura McKenzie from Community Bank

Approval of Minutes

Moved by Councilor Moran, Seconded by Councilman Reed to approve Regular Meeting minutes of the June 4, 2019, Town Council Meeting. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

Citizen's Privilege

N/A

Town Managers Report

1. The new Consumer Confidence Report (“CCR”) has been sent to the Delaware Division of Public Health Office of Drinking Water and the Delaware Division of Public Advocate.
2. Hal Godwin submitted a newspaper article that ran in the Seaford Star. The article was written by Seaford Mayor David Genshaw - entitled, “WESTERN SUSSEX SEWER DISTRICT UPDATE”.
3. Hal reported that the sewer pump is back in service from its April failure.
4. Hal shared some information about 12396 Sussex Highway (“Property”) which has petitioned to be annexed into Town. On June 25, our Engineer, Bob Palmer; our Public Works Manager, Roger Breeding and Town Manager, Hal Godwin investigated the Property to determine the feasibility of connecting to the Town’s sewer line. Neighboring properties of Emma’s Restaurant and Country Kid’s Daycare use pre-treated waste water and currently are connected to our sewer line, however, initial reports indicate that the Property would need to tap into a manhole at their expense and run pipe for 300’ or more (@ \$8-\$9/ft.). Drinking water might be easier to tap into vs. the sewer. The Town’s Comp Plan would not need to be revised if the Property can be grandfathered as Zone Highway/Commercial. Hal will follow up with our attorney and also get more details from our engineer in anticipation of the next Annexation Commission Meeting, currently scheduled for Wednesday, July 10.

5. The Town Manager also presented the latest Financial Statement.
6. Earlier today, the Mayor, Town Manager and Town Clerk attended a WebEx presentation from Edmunds as a potential replacement for the current Quickbooks and Inhance systems. Twenty other municipalities within Delaware use their system vs. multiple systems to streamline billing; payroll and financial reporting. As the quote is over \$10,000, the Town Manager will prepare an RFP to be submitted for bidding.

Police

1. The Monthly Police Report was provided for review from Chief Brent Raughley. Corporal Cullen's Verbal Report updated the Town Council on the new hire search. He advised that as of July 1st, a conditional offer was made to Conner Chasanov. He would become a full-time officer upon graduation from the Police Academy (March 2020) and a 12 wk. training period with the Greenwood Police.

New Business

1. A report regarding the Annexation Committee's meeting to begin the annexation investigation of 12396 Sussex Highway, owned by the Kringe's was presented. For further details, please refer to #4 of the Town Manager's Report as provided above.
2. The Town Manager discussed the adoption of a policy charging professional fees back to the requesting party. Legal and/or Engineer fees can add up quickly and if the Town Council advises to adopt, a new ordinance would need to be considered.
3. In regard to realty transfer taxes as governed by the Recorder of Deeds, the Town's attorney has suggested that we amend our ordinance to be clear that the tax exemption is for the first time Buyer, not Sellers.

Old Business

1. Community Bank President, Jack Riddle and Assistant Lender, Laura McKenzie who were in attendance presented the following:
 - A proposal with various options for processing credit card payments by residents, via counter-top terminals or the Town website. The preferred method/option would require no interaction on our part for collecting transaction fees due from the residents. Upfront costs would be mitigated by Community Bank and the Town is not locked in to this service should it prove to not be viable. Moved by Councilor Moran, Seconded by Councilman Reed to adopt this option on a 1 year trial basis. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.
 - Discussion on interest rates for monies currently deposited in numerous saving accounts (MSAF; Sewer Improvement Fund; Water Improvement Fund; Money Market & CD) as currently distributed with PNC, Shore United and WSFS would be beneficial to the Town to move said funds to Community Bank as they have higher interest rates. Moved by Councilor Moran, Seconded by Vice Mayor Russell to allow the Town Manager to move monies into separate accounts with Community Bank that mirror current balances. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

Adjournment to Executive Session – N/A

Actions requiring approval from Executive Session

1. N/A

Adjournment – Moved by Councilor Reed, Seconded by Councilor Moran to adjourn the meeting at 8:19 pm. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

Attested _____, Town Manager