

**Town of Greenwood**  
**Town Council Meeting Minutes**  
**Wednesday, July 8, 2020**

**Call to order**

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

**Pledge of Allegiance**

Mayor Donovan led the Council and all attendees in the Pledge of Allegiance.

**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**

Phillip Anderson

**Approval of Minutes**

Moved by Councilman Reed, Seconded by Vice Mayor Russell to approve the minutes of the June 10, 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**

Lisa Calvert addressed the Council regarding speeding on East Market Street. Since the elementary school has been closed since March, she inquired if the radar speed sign currently located on the corner of Governor's and Sussex Avenues be moved to East Market Street. Such signs are currently located in other towns such as Farmington, Ellendale and Harrington with success of slowing vehicles. The Mayor advised that he would discuss further with Chief Raughley to relocate the sign.

**Town Managers Update**

1. The Town Managers Report was presented for review and discussion.

2. Town Manager's Verbal Additions:
  - Mr. Godwin advised the Council that in the year that Janet Todd has been working for the Town, she has demonstrated a strong dependable work ethic, as well as, impressive accounting skills. Therefore, she will be upgraded to Finance Manager and will move from part-time to full-time with benefits effective August 1<sup>st</sup>. The Council and attendees congratulated Janet on her upcoming first anniversary and well-earned promotion.
  - Mr. Godwin reiterated that the Town has received written confirmation that the State Fiscal Year 2021 Bond & Capital Improvements Act has reallocated funding from the Municipal Infrastructure Fund in the amount of \$430,000 for the water main replacement project located at Rts. 13 and 16. He advised that he plans to hire Mr. Schrock to advise as a consultant when he bids out the work.
  - Mr. Godwin invited the Council and guest(s) to join him for the First Annual Town Employee Picnic that he is personally organizing and funding for Saturday, September 12<sup>th</sup> from 4-7 pm at the Greenwood VFW outdoor picnic area. The picnic will be posted as a Council Meeting since a quorum will be present.
3. Financial Statements were presented for review and discussion.
4. Financial Statement Verbal Additions:
  - Mr. Godwin advised that he plans to present at the August Council Meeting budget amendments in anticipation of 2021.

#### **Police**

1. The Monthly Police Report was provided for review from Chief Brent Raughley.
2. Chief Raughley also advised the Council that Officer Ramos resigned due to inefficiencies. He discussed with his team and decided that he will keep the team at 3 officers at least until January 2021. He will revisit the issue at that time.
3. The Chief also updated the Council that a resident has sent in a letter recommending speed bumps be put in on Duck Creek. Suggested dropping the speed limit to 15 mph instead.

#### **New Business**

1. The Introduction and First Reading of the proposed Ordinance A-2, establishing building permit requirements and procedures was sponsored by Councilman Reed. A Motion to accept this as the first reading of the ordinance by Councilman Moran and Seconded by Councilman Reed. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.
2. The Introduction and First Reading of the proposed Ordinance A-19-A, to adopt the 2012 International Building Code as the Building Code of the Town of Greenwood was sponsored by Councilman Moran. A Motion to accept this as the first reading of the ordinance by Vice Mayor Russell and Seconded by Councilman Reed. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

3. The Introduction and First Reading of the proposed Ordinance A-19-B, to adopt the 2012 International Residential Code as the Residential Code of the Town of Greenwood was sponsored by Councilman Moran. A Motion to accept this as the first reading of the ordinance by Councilman Moran and Seconded by Vice Mayor Russell. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

### **Old Business**

1. A motion to Adopt new Ordinance C-8 which will repeal in its entirety current Ordinance C-8. New Ordinance C-8 is 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.” A Motion to Adopt this ordinance by Councilman Reed and Seconded by Councilman Moran. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes
2. A motion to Adopt new Ordinance D-18 which will repeal in its entirety current Ordinance D-18 is entitled, “An Ordinance defining and regulating disorderly houses, encouraging crime-free lease provisions for rental agreements, and providing penalties for violation thereof.” A Motion to Adopt this ordinance by Councilman Torbert and Seconded by Vice Mayor Russell. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes
4. Public Hearing – Second Reading: Possible adoption of Ordinance A-1 5.4.2-A, an Ordinance amending Ordinance A-1 (“Zoning Ordinance of the Town of Greenwood”) to create uniform fence height requirements throughout all zoning districts. The Mayor requested comments from the public, however no one addressed the Council during the Public Hearing. Therefore, a Motion to Adopt this ordinance by Councilman Moran and Seconded by Council Torbert. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

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

### **Adjournment**

Moved by Councilman Reed and Seconded by Councilman Moran to adjourn the meeting at 7:14 pm. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilman Reed – Yes; Councilman Moran – Yes and Councilman Torbert – Yes.

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