

Town of Greenwood
Town Council Meeting Minutes
Wednesday, May 8, 2024

COUNCIL and STAFF PRESENT:

Mayor Marshall Kemp, Vice-Mayor Mike Moran, Secretary Donnie Donovan, Councilwoman Durene Jones, Councilwoman Brenda Tallent, Town Manager Janet Todd, Police Chief Phillip Thomas, Town Clerk Carolyn Chisenhall, Solicitor Jamie Sharp.

CALL TO ORDER:

Mayor Kemp opened the meeting at the VFW with the Pledge of Allegiance at 6:00p.m.

APPROVAL OF MINUTES:

Motion to accept the April 17, 2024, Town Council Meeting minutes made by Councilman Donovan, Seconded by Vice-Mayor Moran. Unanimously APPROVED.

OLD BUSINESS:

- The Charter was again discussed. Mr. Sharp explained the procedure through which the Charter could be changed. If the Council wishes changes to be made, Mr. Sharp advised them to have something ready by the end of the year so it could be presented to the General Assembly by March.
- Second reading of Ordinance 2024-02, An Ordinance Governing the Regulation of Cross-Connection with the Public Water System within the Town of Greenwood. Motion to approve the Ordinance was made by Councilwoman Tallent, Seconded by Secretary Donovan. Unanimously APPROVED.
- Sealed bids are being accepted through May 28 for the 2018 Ford Explorer. Bids will be opened May 29 at the Town Hall.

POLICE REPORT:

Chief attended the monthly Chief's meeting, Mr. Eickman completed his CJIS and DelJIS training, and Sergeant Thomas participated in the Woodbridge Little League parade. Preparations have begun for the National Night Out, which will be held at the Greenwood Firehall on August 13 from 6-8. The Chief answered questions from the Council.

TOWN MANAGER REPORT:

- Mrs. Todd read a letter, "notice of termination of legal services", from Attorney Stephani J. Ballard. Ms. Ballard is respectfully declining to further represent the Town at this time.
- Currently, residents are paying \$24.00 monthly for a set of trash cans. The Town is paying \$23.73, so we are making 27 cents to provide this service. We have a year and a half left of this contract, which increases 3% each year. Employee insurance and police department overtime policy were also brought up.
- Mrs. Todd stated that Council signed a contract with PKS Company on July 15, 2021, for them to audit the years 2020, 2021, and 2022 and make any necessary corrections. The lack of PNC bank statements and deposit slips is holding up that process. Manager Todd stated that she would run a QuickBooks year-to-date financial report for the Council to have at the next meeting.
- Manager Todd made a statement about the police liaison and the division between the departments. There was some discussion, including comments from Councilwoman Tallent and Mr. Sharp.
- We would like to sell the 2012 Chevrolet public works truck and a 6x12 trailer that has not been used for years.

Vice-Mayor Moran suggested a reserve of \$15000.00 on the truck and \$1000.00 on the trailer. Motion to sell the surplus made by Secretary Donovan, Seconded by Vice-Mayor Moran. Unanimously APPROVED.

- A resident has concerns about a tree on town owned property that abuts her property. A quote was received for the clearing of that strip of land, but 2 adjoining property owners object to the removal of the tree and shrubs and volunteered to maintain the holly and lilac that are there.

Vice-Mayor Moran made a motion to have the tree trimmed at this time, Seconded by Mayor Kemp. Unanimously APPROVED.

NEW BUSINESS:

- DelDOT representative Austin Gray gave a presentation about the Coastal Corridor Study and the Bridgeville Greenwood Transportation Plan that included a visual presentation of proposed sidewalks, crosswalks, and stop light arms at Rt. 13 & 16. Secretary Donovan made a motion to send a letter to DelDOT in support of the Rt. 13/16 traffic study, with the addition of asking for their help with crossing at Firehall Avenue. Seconded by Vice-Mayor Moran. Unanimously APPROVED.
- Resolution 2024-01, Engrossing and Codifying Previously Enacted Zoning Ordinances into One Document, Ordinance A-1 (2024)
Vice-Mayor Moran moved to accept the resolution with this additional verbiage added by Mr. Sharp (to be inserted after the paragraph which begins, “Be it further resolved that”): “Be it further resolved that any future amendments to this Town of Greenwood Zoning Code which had been duly passed by the Town Council shall be automatically engrossed and codified in the Town Zoning Code by the Town’s publisher or staff.” Seconded by Secretary Donovan. Unanimously APPROVED.
- Kelli Nuwer gave an update on the yard sale, then she and her events committee volunteers resigned. She suggested establishing a chamber of commerce that maybe council can trust and not micromanage.
- Mr. Sharp noted that legal fees/indemnification of a Councilperson is addressed in the Charter. Specific issues should be discussed as Executive Session items and voted on publicly.
- Mr. Sharp stated that he thought he had been appointed the Town’s solicitor. He received a signed agreement in 2021 and had been handling legal affairs since then. He was unaware of the extent of Ms. Ballard’s role with the Town. Ms. Todd stated that Ms. Ballard had a signed agreement as well.
- A.J. Massey stated his opinions on the Town’s budget, the dissolving of the events committee, and FOIA’ed information.

PUBLIC COMMENT:

Residents commented on Council rules and procedures, the yard sale and events, community involvement of Mayor and Council, FOIA, ditches, and mailboxes. Mr. Quackenbush stated that, “we really just need to gel more as a community.”

ADJOURNMENT:

Meeting adjourned at 8:20p.m. with a motion by Vice-Mayor Moran, Seconded by Councilwoman Tallent.

Attested _____, Town Manager