

## **COUNCIL MINUTES**

**JANUARY 4, 2010**

The regular meeting of Mayor and Council was held on the above date with Council members Reynolds, Faulkner, McGhee, Pierce, Burgess and Dixon present with Mayor Branner presiding. Town Manager Morris Deputy was also in attendance. Town Solicitor Scott Chambers was absent.

**1. Minutes Approval:** Moved by Mr. Pierce and seconded by Ms. Burgess to approve the Minutes of December 7, 2009 as presented. Motion Carried Unanimously.

**2. Treasurer's Report:** Moved by Mr. Dixon and seconded by Mr. Reynolds to approve the Treasurer's Report as presented. Motion Carried Unanimously.

**3. Bills Payable:** Moved by Mr. Reynolds and seconded by Mr. Pierce to approve the Bills Payable and pay as funds become available. Motion Carried Unanimously.

### **4. POLICE REPORT: Chief Hank Tobin and Pat Mullin**

The MPD responded to 933 calls for service for the month of December.

- 232 incidents were documented with an incident or criminal report.
- 46 incidents required arrest action.
- 52 accidents: 22 property damage; 8 hit and run; 7 personal injury; and 15 personal property.
- Calls for service:
  - Zone 1: 220 – 29 false alarms, 1 burglary, 1 criminal mischief and 3 thefts
  - Zone 2: 312 – 29 false alarms, 1 burglary, 3 criminal mischiefs, 7 thefts and 1 robbery
  - Zone 3: 140 – 17 false alarms, 1 burglary, 3 criminal mischiefs and 3 thefts
  - Zone 4: 163 – 23 false alarms, 1 criminal mischief and 7 thefts
- Call Volume Analysis: Peak days for calls for service: Tuesdays averaged 161 calls and Wednesdays averaged 160. Peak hours were from 10 p.m. to midnight.
- Top 5 calls for service: 258 TACS, 86 false alarms, 59 property checks and 58 public relations

Chief Tobin presented a report showing New Castle County handled 8,648 complaints in 2006. In 2007, the MPD received 11,951 calls for service. Calls for service increased 13% from 2008 to 2009. Mayor Branner said the increase can be attributed to the number of additional officers on patrol as compared to what New Castle County provided.

*Moved by Ms. Burgess and seconded by Mr. McGhee to approve the police report as presented by Chief Tobin. Motion Carried Unanimously.*

### **5. GRANTS**

Validation Reports: None submitted.

**A. Bunker Hill Elementary School "S.M.A.R.T. Kids" Program - \$2,150:** Lou Vitola said the committee recommended Mayor and Council approve the grant because 670 kids will be impacted by the science and math event. The program was started at Silver Lake School and was supported by Mayor and Council; that program has since become self-supporting. Bunker Hill is asking for the grant to launch the program and the committee specified they should work toward becoming self-supporting.

*Moved by Mr. Dixon and seconded by Mr. Pierce to approve the grant to Bunker Hill Elementary School for \$2,150. Motion Carried Unanimously.*

Mayor Branner suggested Mr. Vitola present a report next month showing the amount of grant money the Town has given the Appoquinimink School District over the past few years.

### **6. PUBLIC HEARINGS**

#### **6-A. Adopt an Ordinance to create Chapter 46 in the Town of Middletown Code to provide for Construction Specifications in the Town of Middletown**

Tabled until next month.

**6-B. Adopt an Ordinance to amend Chapter 167-5 in the Town of Middletown Code regarding Commercial Vehicles**

Kristen Krenzer said the existing Ordinance states height and weight restrictions for commercial vehicles on Town streets. At the request of the Chief of Police and on the advice of the Town Solicitor, this Ordinance will be changed to read “any vehicle over two axles”. The signs will be changed accordingly.

*Moved by Mr. Pierce and seconded by Mr. Reynolds to adopt an Ordinance to amend Chapter 167-5 in the Town of Middletown Code regarding Commercial Vehicles. Motion Carried Unanimously.*

**6-C. Introduce an Ordinance to amend Chapter 136 in the Town of Middletown Code regarding Sewers**

The amendment will change the sewer impact fee structure. Prior to adoption of the Ordinance the Town will meet with the developers to discuss the proposed changes.

**6-D. Introduce an Ordinance to Annex State of Delaware property, DelDOT Maintenance Yard, located at 5369 Summit Bridge Road. Tax parcels 14-006.00-008 and 14-006.00-009.**

The State has requested annexation for possible expansion of the yard. The property is located across the road from Cricklewood.

**6-E. Introduce an Ordinance to Annex State of Delaware property, DelDOT Maintenance Yard, and Park and Ride, located at DE Rt. 1 and Rt. 299**

The State has requested annexation for possible expansion of the yard and Park and Ride.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- Mayor Branner thanked Jim Reynolds and the Street Department for the excellent job they did during the snow storm.
- Mayor Branner announced the Department of Transportation will host a public meeting at 7:00 p.m. on January 28<sup>th</sup> at Town Hall to discuss the upgrades for Rt. 299 from Catherine Street to Rt. 1.

*Moved by Mr. Reynolds and seconded by Ms. Burgess to enter into Executive Session to discuss legal and personnel issues. Motion Carried Unanimously.*

**BILLS PAYABLE**

A-1 Sanitation	1,662.80
Appletree Answering Service	475.00
Aqua-Aerobic	16,287.90
Artesian Utility	56,418.97
Atlantic Coast	988.80
Atlantic Tactical	585.45
Atlantic Tractor	191.61
Atlas Flasher	79.00
Austin & Bednash	207,598.44
Belair Road Supply	208,889.10
Benz Hydraulics	784.89
Centurion Coin & Emblem	1,178.00
CCOHS	1,143.00
Christiana Counseling	75.00
Chesapeake Utilities	29.00
Cintas	525.55
Cintas	388.94
Concord Pet	53.99
Consult Dynamics	57.75
Contractors Materials	1,054.86
Cummins Power	1,864.73
DE Dept. Transportation – signs	9,060.00
DE Brick	439.60

DE Electric Signal	398.00
DE Elevator	177.00
Delaware Mulch	40.50
Dell	1,185.33
Delta Forms	15.45
DEMEC	1,000,000.00
DEMEC (green energy)	2,300.00
Diamond State Ambulance	4,186.50
Dover Plumbing	3,487.44
Dover Post	1,500.00
Eagle Power	30,968.00
Eric Crossan	963.00
Ferguson	8,992.90
First State Inspection	2,388.00
G.Neil	206.34
Godwin Pumps	1,558.00
Grainger	43.44
Graybar	3,173.42
Hach Co.	4,965.10
Heritage Forms	5,465.95
Hughes	18,102.26
ITT Water	333.26
KCI	K9,451.34
Kut Kwik	979.37
L/B Service	15,471.00
Lawmen	1,348.65
MCI	63.46
MCI	713.27
Maguire	280.00
Mason Dixon Battery	16.00
McMaster Carr	438.38
Middletown NAPA	763.38
Monogram Specialties	3,899.00
Moon Nurseries	2,350.00
Motorola	7,973.06
Office Depot	1,603.74
Omega Medical	128.00
One Call	120.00
Parkway Cleaners	486.70
PNC	29,739.85
PMC	4,236.12
PNC Visa Cards	21,087.78
Pine Mountain Springs	792.35
Pioneer Fence	1,065.00
Pitney Bowes	594.00
Pitt Ohio	58.16
Rausch	6,102.01
RED Uniform	180.68
RICOH	1,300.00
Schmittinger & Rodriguez	1,750.00
Siemens	727.74
Sirchie	430.16
Southern States	10.00
Southgate Concrete	463.19
T & R Electric	8,750.00
Tecot	1,600.94
Unifirst	4,577.76
UPS	79.63
USA Blue Book	693.22
V-Tech Services	6,552.00
Valero	12,292.22
Verizon	3,924.57
Verizon Fios	184.42

Verizon Fios	139.99
Verizon Fios	99.99
Verizon Wireless	1,867.48
Verizon Wireless	5,500.00
Waste Management	87,500.00
W.B. Mason	629.10
Wheeler's Athletic	384.00
Williams Scotsman	1,598.28

**TOTAL BILLS PAYABLE**

\$ 1,851,278.26

**TREASURER'S REPORT (\$ thousands)**  
*(Town of Middletown Cash Accounts, Period Ended 12/31/09)*

**GENERAL FUND**

Balance in Bank as of 11/30/09	\$ 890.9
Income	+ 2,692.1
Expenses	- 2,977.4
Balance as of 12/31/09	\$ 605.6

**DISBURSEMENTS**

**CHECK NUMBER**

185214 Al's Sporting Goods	339.00
185215 Artesian	4,812.68
185216 Artesian Water	2,850.51
185217 Artesian Utility Development	56,418.97
185218 Artesian Water – Frog Hollow	5,402.47
185219 Atlatic Coast Labs	929.16
185220 Atlantic Tractor	674.80
185221 Austin & Bednash Construction	7,545.00
185222 Bear Materials	1,643.37
185223 Belair Road Supply	10.95
185224 Bio Key International	1,820.70
185225 CCOHS	1,710.00
185226 Contractors Material LLC	704.91
185227 DE State Police	34.94
185228 DE Electric Signal	398.00
185229 Dell Marketing LP	6,155.25
185230 Delmarva Power	372.69
185231 Dover Plumbing Supply	45,043.41
185232 Federal Express	79.87
185233 First State Inspection	40.00
185234 Carol E. Hart	172.50
185235 HMS Glenloch Corp.	2,600.00
185237 Intercoastal Trading Inc.	4,381.20
185238 Klenzoid Inc.	4,158.00
185239 DE Property Management	130.50
185240 Monogram Specialties	269.00
185241 Wayne Nigro	886.80
185242 Office Depot	247.49
185243 Omega Medical Center	406.00
185244 Howard Otinsky	287.70
185245 Pine Mountain Springs	137.70
185246 Schmittinger & Rodriguez	1,750.00
185247 Robert Thon	342.60
185248 Michael Towson	289.50
185249 Transaxle-DE	1,645.00

185250	Unifirst	887.02
185251	United Parcel Service	45.23
185252	Verizon	1.47
185253	W.B. Mason Co.	6.96
185254	Kelly Weathers	127.27
185255	William Wolfe	406.50
185256	Austin & Bednash Const.	7,407.38
185257	DPERS	22,037.07
185258	DE Div. of Revenue	32,553.00
185259	Volunteer Hose Co.	1,800.00
185260	Brian Archidiacono	1,505.04
185261	Ceridian	226.00
185262	Pine Mountain Springs	141.90
185263	Coastal Credit	105.13
185264	DE Federal Credit Union	704.00
185265	DCSE	520.62
185266	MD Child Support	58.38
185267	PA SCDU	199.65
185268	Donald Meyer	139.52
185269	First State Reo LLC	150.00
185270	Janice Young	109.37
185271	Jason Biddle	105.22
185272	Kenneth Jackson	89.22
185273	Patterson Schwartz RE	150.00
185274	Remax Horizons Inc.	232.64
185275	Reybold Pre-Owned Homes	111.52
185276	Appoquinimink Boys & Girls Club	6,000.00
185277	Sam's Club	860.65
185278	A-1 Sanitation Service	3,248.75
185279	Atlantic Tractor	12.93
185280	Atlas Flasher Co.	405.00
185281	Bayshore	478.10
185282	Belair Road Supply	497.34
185283	Benz Hydraulics	784.11
185284	Cintas Corp.	105.11
185285	Clifton L. Bakhsh Inc.	1,498.00
185286	Cummins Power Systems	1,738.90
185287	Dell Marketing	3,563.82
185288	Duck Creek Printing	190.00
185289	First State Inspection	3,387.50
185290	Geo-Technology Associates	330.00
185291	Grainger	411.30
185292	Hughes Supply	456.30
185293	Kompressed Air	489.00
185294	Lawmen Supply Co.	4,812.00
185295	McMaster-Carr Supply	102.30
185296	Middletown NAPA	354.86
185297	Office Depot	220.19
185298	P.C. Supplies Inc.	2,272.00
185299	R & R Radar, Inc.	592.00
185300	Rausch Fuel Oil	1,553.59
185301	Reliable Equipment & Service Co.	138.56
185302	Ricoh	201.33
185303	Sonitrol	8,500.60
185304	Southgate Concrete	434.13
185305	State Janitorial Supply	836.64
185306	Tecot Electric Supply	25.75
185307	Unifirst	886.32
185308	United Parcel Service	19.29
185310	W.B. Mason Co.	61.24
185311	Business Card	138.00
185312	Chesapeake utilities	29.38
185313	Rainbow Technologies Corp.	592.74

185314	Ricoh Americas	2,197.18
185315	Tractor Supply	284.68
185316	United Rentals Inc.	2,151.61
185317	Verizon Wireless	4,813.91
185318	Waste Management of DE	1,420.70
185319	Division of Water Resources	50.00
185320	Robert Edwards	65.00
185321	Immediato's	108.78
185322	Middletown Chamber of Commerce	165.00
185323	Petty Cash	148.47
185324	USPS	771.70
185325	USPS	796.39
185326	USPS	186.54
185327	Coastal Credit	80.12
185328	DE Federal Credit Union	704.00
185329	DCSE	520.62
185330	MD Child Support	58.38
185331	PA SCDU	199.65
185332	Leslie Daggett	20.00
185333	Stanford Downward	108.00
185334	Dept. of Labor	358.92
185335	Void	0.00
185336	Kristen Krenzer	47.00
185337	Kurt Vonbrandt	65.96
185338	Glen Palmer	248.20
185339	Paul Perrone	110.00
185340	Petty Cash	98.08
185341	Tracy Skrobot	290.00
185342	Craig Zorn	26.98
185343	A-1 Waste Services	473.25
185344	Artesian Water – Brick Mill School	132.74
185345	Artesian Water – Dove Run	2,317.70
185346	Artesian Water – Filter Plant	177,014.40
185347	Artesian Water – Springmill	26,853.72
185348	Artesian Water – Cedar Lane Rd.	3,021.44
185349	Artesian Water – Longmeadow	8,925.25
185350	Artesian Water – Dove Run Commercial	2,614.79
185351	Void	0.00
185352	Benz Hydraulics	613.40
185353	Void	0.00
185354	Cintas	487.91
185355	Cintas Corp.	105.11
185357	DE Elevator Service	17.00
185358	Dell Marketing	5,939.70
185359	Dover Plumbing Supply	30.00
185360	Dover Post	1,419.60
185361	Fastenal	223.68
185362	First State Inspection	1,585.00
185363	Grainger	312.88
185364	Graybar Electric	1,586.71
185365	Hughes Supply	1,608.00
185366	Itt Flygt	446.30
185367	KCI Technologies	10,486.79
185368	Kustom Signals	536.13
185369	L/B Water Service Inc.	1,815.00
185370	Lowe's Home Improvement Warehouse	49.37
185371	McMaster-Carr Supply	58.99
185372	Middletown NAPA	279.43
185373	Office Depot	381.36
185374	One Call Concepts Inc.	196.27
185375	Pioneer Fence Co. Inc.	26,110.00
185376	Rausch Fuel Oil	1,964.60
185377	Rowland Johnson Co.	19,825.00

185378	State Janitorial Supply	37.00
185379	Tecot Electric Supply	139.28
185380	Void	0.00
185381	Underground Services	5,000.00
185382	Unifirst	894.62
185383	United Rentals, Inc.	270.02
185384	United Parcel Service	31.25
185385	W.B. Mason Co.	346.34
185386	Waste Management of DE	86,413.71
185387	Connie Nimmerichter	414.60
185388	USPS	1,550.00
185389	Greta Stewart	541.75
185390	Coastal Credit	85.28
185391	DE Federal Credit Union	684.00
185392	DCSE	520.62
185393	Jason Faulkner	237.50
185394	Casey Goold	399.00
185395	MD Child Support Account	58.38
185396	PA SCDU	199.65
185397	James Reynolds	79.50
185398	Gerald Heinold, Jr.	177.50
185399	Petty Cash	8,000.00
185400	Coastal Credit	80.12
185401	DE Federal Credit Union	684.00
185402	DCSE	520.62
185403	MD Child Support Account	58.38
185404	PA SCDU	199.65
185405	Artesian Water	1,403.00
185406	Atlantic Tactical of New Jersey, Inc.	16,163.97
185407	Austin & Bednash Const.	61,068.40
185408	Frank Bailey, Jr.	75.00
185409	Frank Bailey	75.00
185410	Christine Brenner	549.26
185411	Kathy Brown	75.00
185412	George Caponera	75.00
185413	Byron Collins	60.50
185414	Colonial Supplemental Insurance	2,883.98
185415	Ryan Dashiell	102.50
185416	DE Police Chiefs' Council	200.00
185417	Donald Dibert	75.00
185418	Randall Dixon	80.00
185419	Edward Jones Investment Co.	22,596.77
185420	David Fisher	75.00
185421	Dan Fletcher	167.00
185422	Kristine Gaunt	75.00
185423	Milton Hilliard	75.00
185424	Forice Lively	75.00
185425	Robert McDowell	75.00
185426	Clinton McNatt	20.00
185427	David McNatt	212.50
185428	Marvin Perkins	75.00
185429	R.A.D.	30.00
185430	Red Wing Shoe Store	166.49
185431	Kevin Reinike	75.00
185432	Charles Roberts	75.00
185433	Charles Schreppler	75.00
185434	George Schreppler	75.00
185435	Greta Stewart	411.25
185436	Debra Sutton	150.00
185437	Austin Waters	75.00
185438	Donald Wilson	75.00
185439	DE Police Chief's Council	50.00
185440	Bay Contractor Supply	139.50

185441	Belair Road Supply	207.00
185442	Carl King Tire Co.	1,381.96
185443	Carrott-Top Industries, Inc.	475.82
185444	Cintas	245.05
185445	Cintas Corp.	210.22
185446	Delta Forms	15.44
185447	Fastenal	219.41
185448	First State Inspection	1,330.00
185449	G & H Service	11.00
185450	Godwin Pumps	315.00
185451	Grainger	1,180.09
185452	Home Depot	11.94
185453	Hughes Supply	6,400.00
185454	Inquiries, Inc.	159.00
185455	Lowe's Home Improvement Warehouse	8.94
185456	McMaster-Carr Supply	137.29
185457	Middletown Well Drilling Co.	28,556.00
185458	Motion Industries, Inc.	796.39
185459	Middletown NAPA	259.75
185460	Nowdocs International Inc.	568.85
185461	Office Depot	82.33
185462	Path Communications	153.00
185463	Rausch Fuel Oil	1,751.75
185364	RED The Uniform Tailor	346.87
185465	Safety Kleen	343.04
185466	Tecot Electric Supply Co.	1,295.44
185467	Unifirst	1,763.44
185468	United Parcel Service	40.00
185469	USA Blue Book	756.10
185470	W.B. Mason Co.	191.91
185471	Estep Electrical Services	8,350.00
185472	Sean Hogan	225.00
185473	Mark Culley	238.00
185474	Robert Gorman	291.90
185475	Chris Hayden	476.10
185476	Zachary Lipscomb	350.70
185477	Christopher Lukasiewicz	332.40
185478	Mark Monahan	461.10
185479	Biagio Tocci	311.10
185480	Alan Walkusky	367.50
185481	Alfred Williams	145.50
185482	Kenneth A. Yearwood	341.40
185483	American K9 Doggie Daycare	348.62
185384	Catherine Wright	123.71
185485	Citi Financial	152.20
185486	Coldwell Banker	270.46
185487	Diane Hill	52.20
185488	Gerald Yancy	8.76
185489	Joseph A. Wright	7.83
185490	Kashira Brooks	115.88
185491	Lifestyle Communities	397.19
185492	Middletown Carpet	300.16
185493	Sharon Haywood	61.05
185494	Timothy Craven	124.94
185495	Virginia Tolson	93.38
185496	Wesley Anderson	135.55
185497	A-1 Waste Services	810.89
185498	Void	0.00
185499	Atlantic Tractor	150.54
185500	DE League of Local Governments	190.00
185501	R.A.D.	70.00
185502	URS Corp.	2,390.45
185503	USPS	882.13



185504 V-Tech Services	19,656.00
185505 BCBSD	92,237.08
185506 Lincoln National Life Ins. Co.	4917.48

TOTAL DISBURSEMENTS	\$ 1,760,819.70
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**MUNICIPAL STREET AID**

Balance in Bank as of 11/30/09	\$	2.4
Income	+	0.0
Expenses	-	0.0
Balance in Bank as of 12/31/09	\$	2.4

**INVESTMENT REPORT (\$ thousands)**  
*(Town of Middletown Cash Accounts, Period Ended 12/31/09)*

**ALL INVESTMENTS**

Balance in Bank as of 11/30/09	\$	13,971.7
Income	+	2,753.4
Expenses	-	3,407.6
Non-Cash Mkt. Change	\$	121.5
Grand Total: Cash & Investments as of 12/31/09	\$	13,196.0