

**MINUTES of the REGULAR
TOWN COUNCIL MEETING**

**December 10, 2019 @ 7:00PM
32 WEST AVENUE
OCEAN VIEW, DE 19970**

1. CALL TO ORDER

Mayor Curran called the meeting to order at 7:00 p.m. with the **Pledge of Allegiance**.

Present: Council Members Tom Maly, Frank Twardzik, and Bruce White. Town Manager Carol Houck, Finance Director Dawn Parks, Police Chief McLaughlin, Planning & Development Director Ken Cimino, Town Solicitor Dennis Schrader, and Town Clerk Donna Schwartz present. Council Member Bert Reynolds was not present.

2. ADOPTION of Agenda

A motion was made by Council Member Maly, seconded by Council Member Twardzik to adopt the agenda. The motion carried unanimously 4/0.

3. APPROVAL of the Town Council Minutes

A motion was made by Council Member Twardzik, seconded by Council Member Maly, to approve the minutes of the Regular Meeting held on November 12, 2019. The motion carried unanimously 4/0.

4. COMMUNICATIONS AND PRESENTATIONS

Mayor Curran read a thank you note from Mr. Joseph Tyminski of Fogland Lane.

5. REPORTS

A. Financial (Dawn Parks)

Report received and filed.

Council Member White asked what the total amount is in the bank cd's. Mrs. Parks will follow up with the figures.

B. Public Safety (Ken McLaughlin)

Report received and filed.

Council Members Maly and Twardzik complimented the Police staff.

C. Planning, Zoning and Development (Ken Cimino)

Report received and filed.

Council Member White asked if any citizens would be involved in the bike safety program. Mr. Cimino stated they will be putting together a committee in January which will include property owners and business owners.

D. Town Manager (Carol Houck)

Report received and filed.

E. Town Council

6. CITIZENS' PRIVILEGE ON AGENDA ITEMS

None

7. NEW BUSINESS

A. **Introduction of Ordinance(s)**

Mayor Curran introduced an Ordinance to adopt the new updated Comprehensive Plan. Ms. Savannah Edwards, of AECOM, was present and offered a brief overview of the updated Comprehensive Plan. She said the draft plan would be submitted to the State in December 2019 for review. The Planning and Zoning Commission will review the document in January at their meeting and then it will return to Council for first and second readings before going to the governor for signature.

B. **Discussion, Consideration, and Possible Voting on Mutual Assistance Agreement Between the Towns of Fenwick Island, Ocean View, and South Bethany.**

Chief McLaughlin briefly explained the agreement to the Council. Council Member Maly questioned why Bethany Beach wasn't included in the agreement. Chief McLaughlin replied they did not want to be included at this time. Mr. Schrader noted the document was attorney approved. Council Member White questioned whether our insurance carrier had any concerns over the agreement. Mrs. Houck said she would check with our insurance carrier, but she was sure this was not a problem.

A motion was made by Council Member Twardzik, seconded by Council Member Maly to approve the agreement. The motion carried unanimously 4/0.

C. **Discussion, Consideration, and Possible Voting on Items to be included in Draft One of the FY21 Budget and 5-Year Capital Improvements Program.**

The Council unanimously agreed to keep transfer tax money out of the operating budget. They also agreed that discussion should begin on renewing the ambulance agreement which ends in 2020.

The Council were in agreement on using the mid-Atlantic CPI rate for salary adjustments. Mrs. Parks also asked Council about merit increases. She told them we used 3% last year and said the national average this year is running about 3.3%. The Council was in agreement to use the 3.3% for satisfactory or better employee reviews.

Mrs. Parks stated she would like to separate out the Planning, Zoning and Development Department and give them their own budget. Mr. Cimino said he prefers to have his own budget. Council Member White questioned public works. Mrs. Houck stated Public Works is already its own department. The Council was also in agreement on Community Events, saying it brings together the Town and is a terrific investment. Council Member White stated he was concerned about staff burnout.

Items discussed on the Capital Budget included adding a 10% contingency line to the total of projects for overrun costs and the reclassification of some capital projects. The water budget included a quote to pay online with credit cards. Mayor Curran did not feel we should have to pay an implementation fee.

8. CITIZENS' PRIVILEGE

John Reddington, October Glory Drive, complimented the Town on the draft Comprehensive Plan and made several suggestions for a shorter more meaningful vision statement for the plan.

9. **ADJOURNMENT**

A motion was made by Council Member Twardzik, seconded by Council Member Maly, to adjourn the meeting at 8:30pm. The motion carried unanimously 4/0.

Respectfully submitted,
Donna M. Schwartz, CMC,
Town Clerk