TOWN OF ELSMERE
COUNCIL MEETING MINUTES
MAY 14, 2020
TOWN HALL
6:30 p.m.

CALL TO ORDER: Mayor Eric Thompson called the meeting to order at 6:30 p.m.

OPENING STATEMENT: Mayor Eric Thompson read an opening statement.

PLEDGE OF ALLEGIANCE:

MOMENT OF SILENCE:

ROLL CALL:

MAYOR	ERIC SCOTT THOMPSON	PRESENT
1ST DISTRICT	MARIANNE SKIPSKI	PRESENT
2ND DISTRICT	SALLY JENSEN	PRESENT
3RD DISTRICT	ROBERT KACPERSKI	PRESENT
4TH DISTRICT	CHARLES MCKEWEN	PRESENT
5TH DISTRICT	JOANN I. PERSONTI	PRESENT
6TH DISTRICT	BRIAN HURST	PRESENT

Town Solicitor, James McMackin – Present
Town Manager, John Giles – Present
Chief of Police, Laura Giles – Present

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

Minutes of the April 9, 2020 Council Meeting.

ACTION: A motion was made by Councilman Hurst to approve the minutes of the April 9, 2020 Council Meeting with no corrections. The motion was seconded by Councilwoman Skipski.

VOTE: 5-0 with 2 abstained All-in-Favor Motion carried

1st District – Yes, 2nd District – Yes, 3rd District – Abstained, 4th District – Abstained, 5th District – Yes, 6th District – Yes, Mayor – Yes

OLD BUSINESS: None

NEW BUSINESS:

Consideration of awarding a contract for Request for Proposal (RFP) 20-01 Residential Waste, Recyclables and Yard Waste Collection.

Town Manager John Giles gave a brief overview stating that 4 requests were received in response to this RFP. The bids were as follows:

Company	Year 1 Bid
Republic Services	$638,581.00
Waste Management	$650,902.34
Trash Tech	$802,050.00
Waste Industries of Delaware	$855,810.00

Republic Services is low bid and claims to have made only 1 exception to the RFP. They are proposing a two-day collection schedule with Trash collected on Thursdays and Recycle/Yard Waste collected on Fridays. It is his recommendation that the Council award the contract to Republic Services.

Councilman McKewen asked if Republic Services would be providing the totes for each commodity.

Dominic Fulginiti of Republic Services stated that Garbage and Yard Waste Containers will be provided and Recycle containers will be replaced by Republic Services as needed.

ACTION: A motion was made by Councilman Hurst to award the contract for Residential Waste, Recyclables and Yard Waste Collection to Republic Services pending any negotiations made by the Town Manager. The motion was seconded by Councilwoman Skipski.

VOTE: 7-0 All-in-favor Motion carried

Consideration of re-appointing the following members of the Board of Adjustment. If re-appointed, their terms will expire on June 1, 2023.

a. Mr. John Acton
b. Mr. Ronald Russo

Town Manager John Giles stated that he has spoken with both members who are interested in being re-appointed.

ACTION: A motion was made by Councilman Hurst to re-appoint Mr. John Acton and Mr. Ronald Russo to the Board of Adjustment with terms to expire on June 1, 2023. The motion was seconded by Councilwoman Personti.

VOTE: 7-0 All-in-favor Motion carried

Consideration of re-appointing the following members of the Planning Commission. If re-appointed, their terms will expire on June 1, 2023.

a. Ms. Mary Steppi

Town Manager John Giles stated that he has spoken with Ms. Steppi who is interested in being re-appointed. In addition to Ms. Steppi, Mr. Leon Backer and Ms. Krista Nuschke's terms are both expiring. Both have requested to no be re-appointed leaving two vacant positions. When you add the already vacant position on the Planning Commission, there are now 3 vacant positions on this committee which can pose an issue if any members can't make a meeting.

ACTION: A motion was made by Councilman Hurst to re-appoint Ms. Mary Steppi to the Planning Commission with a term to expire on June 1, 2023. The motion was seconded by Councilwoman Jensen.

VOTE: 7-0 All-in-favor Motion carried

Consideration of appointing Ms. Shirley Posey to the Planning Commission. If appointed, her term will expire on June 1, 2021.

Town Manager John Giles gave a brief overview that Ms. Posey has expressed an interest in serving on the Planning Commission.

Ms. Shirley Posey gave a brief overview of her background stating that she has been Chairman of the Board for Open Door, Coordinator for DNREC for the Annual Christina River Cleanup, President of the Kiwanis, Member of the Elsmere Fire Company Ladies Auxiliary and believes she would add value to the Planning Commission.

ACTION: A motion was made by appoint Ms. Shirley Posey to the Planning Commission with a term to expire on June 1, 2021. The motion was seconded by Councilwoman Personti.

Mayor Thompson asked Town Solicitor McMackin if there were any conflict of interest issues with the fact that Ms. Posey and Mr. Lindell do reside together.

Mr. Jerry Lindell of the Planning Commission stated that he does not believe that there will be any conflict.

Town Solicitor McMackin stated that he was not familiar with the circumstances regarding this situation and did not believe that they should be discussed in a public setting. He requested that if there is a concern regarding a conflict of interest that the Council postpone any decision and the facts regarding this situation be submitted to him for review prior to the next meeting.

Councilman Kacperski also asked if there would be a conflict with the DNREC connection.

Councilman Hurst withdrew his motion pending a formal opinion from the Town Solicitor.

Consideration of re-appointing the following members of the Finance Committee. If re-appointed, their terms will expire on June 1, 2022.

a. Ms. Steveni Keeley
b. Mr. Ronald Russo

ACTION: A motion was made by Councilwoman Personti to re-appoint Ms. Steveni Keeley and Mr. Ronald Russo to the Finance Committee with terms to expire on June 1, 2022. The motion was seconded by Councilman Hurst.

VOTE: 7-0 All-in-favor Motion carried

Consideration of selecting streets for the 2020 Street Improvement Program.

Town Manager John Giles stated that the quotes from the Town's Engineer have been sent to the members of Council, however, during the last program it appeared to be mutually agreed that Beech Avenue from Kirkwood Hwy to Second Avenue would be the next street to be completed. He would like to recommend that in addition to Beech Avenue, the remaining funds available be dedicated to curbs in the 3rd District and storm drains town wide.

ACTION: A motion was made by Councilman Hurst to approve Beech Ave, curbs in the 3rd District and Storm Drains as the 2020 Street Improvement Program. The motion was seconded by Councilwoman Personti.

VOTE: 7-0 All-in-favor Motion carried

Consideration of entering into a Cooperation Agreement with New Castle County for participation in the Community Development Block Grant (CDBG) Program through 2023.

Town Manager John Giles gave a brief overview stating that by entering into this agreement, the Town's residents are permitted to apply for county programs such as home improvement programs.

ACTION: A motion was made by Mayor Thompson to participate in the CDBG Program through 2023 with New Castle County. The motion was seconded by Councilwoman Jensen.

VOTE: 7-0 All-in-favor Motion carried

Discussion concerning the vacancy which exists on the Board of Elections.

Town Manager John Giles stated that it is imperative to fill this vacancy as soon as possible since there will be a Town Election in 2021 and the process begins in January.

Consideration of renewing the town's towing contract with First State Towing for a period of 1-year with 3 possible 1-year extensions.

Town Manager John Giles stated that while the agenda states 1-year contract, he mistakenly typed the agreement up as a 3-year agreement. He would like Council to consider awarding the contract as a 3-year contract.

ACTION: A motion was made by Councilman Hurst to renew the Towing Contract with First State Towing for 3 years. The motion was seconded by Councilwoman Personti.

VOTE: 7-0 All-in-favor Motion carried

Discussion and potential action concerning the funding the Town is scheduled to receive through the CARES Act.

Town Manager John Giles gave the following overview.

1. We have been advised that we will be eligible to receive up to $200,000.00 from New Castle County for eligible reimbursements through the Federal Government in accordance with the CARES Act.

2. At this point I intend on applying for the following:

    a. 2 Halo Systems (Disinfecting machines, one large enough to sanitize office areas of the Town Hall and the other for sanitizing vehicles.

    b. Extra Cleaning Solutions.

    c. Masks and other Personal Protective Equipment.

    d. Laptops with the compatibility to conduct online conferencing, at this point I plan to order 5 of these items, plus 5 portable printers.

Councilman Kacperski suggested holding a mask giveaway for residents.

Mayor Thompson stated that masks are much easier to obtain, but that sanitizers are much more difficult to obtain.

There was a lengthy discussion regarding hosting a free testing location within the Town. Ultimately, it was requested that the Town Manager reach out to the State of Delaware to see about having a community testing site within the Town.

The Council will schedule a date or dates for the annual budget hearing.

Town Manager John Giles stated that the budget is required to be submitted to the Council by May 15th. Council must select a date which they will hold their public hearing. It is his recommendation that the Council select June 11th which is the date of the existing Council Meeting with an earlier start time.

There was a consensus among Council to schedule the annual budget hearing for Thursday, June 11th at 5:00pm.

DEPARTMENTAL REPORTS:

Code Enforcement

Town Manager John Giles presented the following items from the written report and asked if there were any questions:

a. The department issued 21 citations. 10 were correct, fines were issued for 8 and 3 remained pending.

Finance

Town Manager John Giles reported the following items from the written report and asked if there were any questions:

a. The department spent a significant amount of time preparing the budget during the month.

Public Safety

Chief Laura Giles stated that May 1st the department went back to proactively enforcing traffic violations. Jerry Seafass of Vilone Village and his family stopped in and dropped off a basket for the police department and it was greatly appreciated.

Public Works

Town Manager John Giles presented the following information from the written report and asked if there were any questions:

a. The department patched 35 potholes during the month.

b. They have begun cleaning up the parks for the season including 3 dump truck loads from 1 park.

c. They are evaluating storm drains for repair and replacements.

Councilman Hurst asked if Publics could reseal the basketball court at Junction Park just like the one that has been complete Joseph Walling Park on Linden Avenue. It would be easiest to complete this while the park is shut down and the one at Walling Park looks fantastic.

Town Manager

Town Manager John Giles stated that the biggest highlight is that we are filling some employment positions as well as vacancies on committees. Baltz Elementary is still running the school lunch programs at two separate locations throughout the Town.

Councilman Kacperski asked if Council needed to take any actions to reschedule the presidential primary election.

Town Manager John Giles stated that the last motion that was made allowed the flexibility to follow any additional changes which may be made to the date by the State.

ITEMS SUBMITTED BY THE MAYOR AND COUNCIL: None

PUBLIC COMMENT:

John Jaremchuk, Chairman of the Elsmere Land Bank, asked Town Manager John Giles if there had been any progress made at the property located at 505 Junction Street.

Town Manager John Giles stated that there had been no progress and that any actions would need to be taken by the Land Bank.

ADJOURNMENT:

ACTION: A motion was made by Councilman Hurst to adjourn. The motion was seconded by Councilwoman Jensen.

VOTE: 7-0 All-in-favor Motion carried

These minutes summarize the agenda and other issues discussed at this Council Meeting. Votes are recorded accurately. The audio recording of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio recording may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

ERIC THOMPSON
MAYOR

BRIAN HURST
SECRETARY