

**Town of Felton
Town Council Meeting
December 8, 2014
6:30 pm**

Mayor Kelley called the Town Council Meeting of Felton to order at 6:30 pm on December 8, 2014. Present at the meeting were:

Council Members: Mayor Dave Kelley; Vice-Mayor Joe Yapsuga; Michael Routh; Anthony Carroll and Joanne Clendaniel.

Staff: Town Manager; Rebecca Greene, Chief; Levi Brown and Town Clerk; Amy Lupinetti.

Public: Town Auditor; Jeff Meany.

Citizen's Concerns:

Councilwoman Clendaniel asked Rebecca if she ever figured out the sidewalk issue that a resident inquired about on Courtney Lane. Rebecca explained to Council that a resident on Courtney Lane asked if they could remove their sidewalk and she replied that she had never been asked that question before but she will ask the Attorney.

Police Report:

Chief Brown presented the October and November 2014 Police Reports.

Councilman Routh asked why the SEU number was really low compared to previous years and Levi stated that there were only two officers working last month due to officers taking vacation.

Levi stated that they will be running night patrols because of the arsons that have taken place. This past Saturday when he checked the Methodist Church the door was unlocked so he contacted the Pastor.

Motion: Vice-Mayor Yapsuga made a motion to approve the October and November 2014 Police Reports. Councilwoman Clendaniel seconded the motion. The motion was passed unanimously.

Budget Report:

Rebecca stated that the Police Department would like to move \$1500 from the equipment line to the uniform line. Originally when doing the budget we put \$1500 in the equipment line to help pay for new bullet proof vests but we ended up using a grant that paid 100% of the cost of the vests.

Councilman Routh stated that he did notice the uniform and training line are really low and asked if this is going to change within the next six months. Levi stated that there will be no more out of state trainings and they will be local for the rest of the year.

Rebecca stated that she is going to pay out \$5000 to the vehicle purchase line for the Charger. We are waiting for the check from Kent County to pay the remaining balance of the Charger and then Albert will order his car. Mayor Kelley asked if we would be getting another marked vehicle

and Levi stated that he would like to get the same marked vehicle as Greenwood Police Department. It is a marked vehicle and shows up during the day and night but the vehicle is black. Mayor Kelley stated that he would like to have a visibly marked car in Town and he thinks it should be white.

Councilman Routh stated that the overtime is getting pretty low and Rebecca replied that she has talked to Levi and they are going to make some schedule changes to reduce the overtime.

Motion: Councilman Routh made a motion to move \$1500 from the equipment line and put it to the uniform line. Vice-mayor Yapsuga seconded the motion. The motion was passed unanimously.

Motion: Vice-Mayor Yapsuga made a motion to approve the November 2014 Budget Report. Councilman Routh seconded the motion. The motion was passed unanimously.

Minutes:

Town Council Meeting Minutes:

Mayor Kelley presented the November 17, 2014 Town Council Meeting Minutes asking if there were any questions. Councilman Routh asked about the System Components line from the October 2014 Budget and Rebecca stated is for the Water Operating System.

Motion: Councilwoman Clendaniel made a motion to accept the November 17, 2014 Town Council Meeting Minutes. Vice-Mayor Yapsuga seconded the motion. The motion was passed unanimously.

Auditor Presentation of FY14 Audit:

Jeff Meany presented the FY14 Audit (see attached). He explained to Council where they can find the Balance Sheet and the Income Statement in the Audit Report. Mr. Meany stated that the totals column shows a loss but if you add the depreciation expense back it will equal the show a gain.

Mr. Meany stated that the Town did very well with meeting the budget and is operating very well. Vice-Mayor Yapsuga asked how Felton compares to the other Towns and Mr. Meany said that it operates very well and it shows on the Income Statement.

Vice-Mayor Yapsuga asked why it is showing the assets down \$100,000 and Jeff replied that is the depreciation and there is a detail of fixed costs which shows the balances. He stated that he also removed some old items from the fixed assets.

Mayor Kelley asked if there are any areas that need to be worked on and Mr. Meany replied that in the past the grants were an issue but they are organized now.

Motion: Councilwoman Clendaniel made a motion to accept the FY2014 Audit. Vice-Mayor Yapsuga seconded the motion and the motion was passed unanimously. Roll call was taken: Mayor Kelley - yes; Vice-Mayor Yapasuga – yes; Councilman Routh – yes; Councilman Carroll-yes and Councilwoman Clendaniel – yes.

Felton Fire Co Grant \$25,000:

There was nobody present from the Fire Company at the Meeting. Rebecca stated that the Fire Company is getting a paved pad in their parking lot and they are using Transportation Funds. This money is considered federal money and is only given to Municipalities so we would receive the money and disburse the money. Mayor Kelley asked what would happen if something goes wrong during the project and asked if the Town would be responsible. He also stated that the Town should get an agreement with the Fire Company stating that the Town is only administering the funds and has no other involvement in the project. Rebecca stated that she will contact Bobby Outten and if they don't help then she will contact the Attorney.

Motion: Councilman Routh made a motion to table the Grant for the Fire Company. Councilwoman Clendaniel seconded the motion. The motion was passed unanimously.

There was discussion about the insurance decreasing. Rebecca stated that Pratt Insurance found us a cheaper Insurance Company that will be saving the Town \$5,000 a year.

The Council Meeting adjourned at 7:15pm.

These minutes were prepared by Amy Lupinetti, Town Clerk.

Amy Lupinetti

Date