

**Town of Felton  
Town Council Meeting  
April 8, 2013  
6:30 pm**

Mayor Kelley called the Town Council of Felton Meeting to order at 6:30 pm on Monday, April 8, 2013. Present at the meeting were:

**Council Members:** Mayor Dave Kelley, Vice-Mayor Joe Yapsuga, Kevin Fletcher, Joanne Clendaniel and Anthony Carroll.

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

**Citizens Concerns:**

There were no citizens concerns.

**Police Report:**

Chief Brown presented the March 2013 Police Report.

<b>Officer</b>	<b>Reg</b>	<b>SEU</b>	<b>Total</b>
<b>9451</b>	132	77	209
<b>9452</b>	123	161	284
<b>9453</b>	115	25	140
<b>9454</b>	75	0	75
<b>9455</b>	50	61	111

There were questions about the numbers on page one not matching up to the numbers on page two of the Police Report. The Patrol Hours were corrected from 350 to 371 and the Total Hours was corrected from 835.5 to 856.5. Councilman Fletcher asked what the \$7171 from grants came from and Chief Brown stated it was a grant check from SALLE & EIDE. There was also discussion regarding the robbery at Dollar General. Chief Brown stated that Officer Aviles was on site within three minutes of the robbery.

**Motion:** Vice-Mayor Yapsuga made a motion to accept the March 2013 Police Report. Councilwoman Clendaniel seconded the motion. The motion was passed unanimously.

**Budget Report:**

Rebecca stated that we have \$34,747 left in Capital Improvements this year. I would like to pay off the loan for Town Hall. I would also like to get new flooring for the building and with a grant we would pay 40% and they would pay 60% or vice versa. She also stated that she is going to contact JD Signs about making two Welcome to Felton signs. Councilwoman Clendaniel asked what the money from Capital Improvements was used for this year. Rebecca stated that we used some money from Capital Improvements this year to replace the water

lines on Jefferson St. Councilwoman Clendaniel asked what would happen if pipes busted and Rebecca replied that we would use the money from the Water Impact Fee account. Rebecca stated that the Capital Improvements line is budgeted to make any type of improvements.

Councilwoman Clendaniel asked what the amount was remaining on the water loans because she would like to see the Z Debt Fee reduced. Rebecca stated that the Water Department does not make much money and when those loans are paid off the water rates will have to be raised. After the expenses are paid the Water Department makes \$10,000 annually on water. There was discussion of other Town's water rates so Rebecca gave councilmembers a listing of the water rates in other Towns. (See attached)

Rebecca stated that when she receives the bill for the Town Hall loan at the end of this month she will get the payoff amount and write the check.

**Motion:** Vice-Mayor Yapsuga made a motion to pay the balance of the loan for Town Hall. Councilman Carroll seconded the motion. The motion was passed unanimously. Roll call was taken: Mayor Kelley – yes; Vice-Mayor Yapsuga -yes; Council Member Clendaniel – yes; Councilman Carroll – yes and Councilman Fletcher –yes.

### **Minutes:**

#### **Town Council Meeting Minutes:**

Mayor Kelley presented the March 11, 2013 Town Council Meeting Minutes asking if there were any questions. Councilman Fletcher stated that he spoke with Mr. Blades and he just came back from an unexpected trip to Florida due to a death in the family. He stated that he was supposed to meet with the fencing people that week.

**Motion:** Vice-Mayor Yapsuga made a motion to accept the March 11, 2013 Town Council Meeting Minutes. Councilman Carroll seconded the motion. The motion was passed unanimously.

#### **Planning & Zoning Minutes:**

Mayor Kelley presented the April 4, 2013 Planning & Zoning Meeting Minutes asking if there were any questions. Rebecca stated that Mr. Voshell came to the meeting and had to make a few corrections and will be in tomorrow to pick up his compliance letter. Vice-Mayor Yapsuga said that he is tired of Mr. Voshell coming to the meetings unprepared. He seems to always forget information at the meetings. Vice-Mayor Yapsuga suggested that if someone comes to the Planning & Zoning Meeting unprepared then they should have to come back again. Rebecca stated that it took him three weeks to get the plot plan for this property. He was told by Commissioner Scott Thornton that the next time he needs to have the correct paperwork. From this point on we are going to ask him if his stuff is correct when he drops it off at Town Hall. If information does not match up at the meeting then it will not get approved.

**Motion:** Councilman Fletcher made a motion to accept the April 4, 2013 Planning and Zoning Minutes. Councilman Carroll seconded the motion. The motion was passed unanimously.

### **Review FY14 Draft Budget:**

Rebecca stated that the FY14 budget increased by \$49,000. Administration Budget increased because of the 2% pay increase and the increase in benefits. There was also \$20,000 put into the budget for new utility software, but if the new update goes well we will not have to purchase new software.

General Budget decreased almost \$3,000. Capital Improvements is at \$50,425 for projects throughout the departments. Currently there are no predicted projects next year so if the money isn't used we might want to consider putting that money towards the water loan.

Police Department increased almost \$21,000. Fines increased \$10,000 which will offset the cost for the new vehicle purchase. Other increases are health benefits, 2% raises and vehicle repairs. The computer line increased due to a new desktop for Levi but we might be able to get that money from a grant.

All expenses from the Community Center have been moved to Public Works with the exception of the Heat and Electric which was moved to the Water Department. The Water Department budget increased due to purchase of Macrolite, a new handheld and the repairs line increased.

Rebecca stated that currently the SEU rate for the Police is \$30 per hour and she would like to increase it to \$35 per hour. Her only concern is the Attorney said we need to get them up to the overtime amount and since the SEU money is coming from us we cannot pay them less for SEU than we would for overtime. Rebecca asked if there were any questions.

Councilman Fletcher asked what we would do with the \$20,000 for the software if we didn't use it and Rebecca said that it would go into savings. We do not want to cushion expenses to balance the budget. Councilwoman Clendaniel asked why we needed a new handheld and Rebecca said right now Ralph and Josh are reading the meters manually.

**Motion:** Vice-Mayor Yapsuga made a motion to accept the FY14 Budget. Councilman Carroll accepted the motion. The motion was passed unanimously. Roll call was taken: Mayor Kelley – yes; Vice-Mayor Yapsuga -yes; Council Member Clendaniel – yes; Councilman Carroll – yes and Councilman Fletcher –yes.

**Motion:** Vice-Mayor Yapsuga made a motion to raise the SEU amount from \$30 to \$35 starting July 1, 2013. Councilman Carroll accepted the motion. The motion was passed unanimously.

**Motion:** Vice-Mayor Yapsuga made a motion to adjourn the meeting. Councilwoman Clendaniel accepted the motion. The motion was passed unanimously.

The meeting adjourned at 7:54

These minutes were prepared by Amy Lupinetti, Town Clerk.

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Amy Lupinetti

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Date