

**Town of Felton  
Town Council Meeting  
August 11, 2014  
6:30 pm**

Mayor Kelley called the Town Council Meeting of Felton to order at 6:30 pm on Monday August 11, 2014. Present at the meeting were:

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

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

**Public:** Project Manager with KCI; Dan String.

**Citizen's Concerns:**

Mayor Kelley asked if there were any citizens concerns and there were no concerns.

**Police Report:**

<b>Officer</b>	<b>Reg</b>	<b>SEU</b>	<b>Total</b>
<b>9451</b>	110	44	154
<b>9452</b>	61	112	173
<b>9453</b>	75	43	118
<b>9454</b>	109	33	142
<b>9455</b>	0	0	0

Chief Brown presented the July 2014 Police Report.

Mayor Kelley asked if the officers were still working at the Frederica Meetings and Chief Brown replied yes.

Rebecca stated that Officer Guild is in Afghanistan and she sent him a care package of items that he requested and if anyone would like to contribute they will have to contact her or Amy.

Mayor Kelley asked what the line for other is and Chief Brown stated that it is hours that were used to drop off uniforms, going to the radio shop or other errands that are not listed.

Vice-Mayor Yapsuga asked if there has been an increased amount of criminal activity and Chief Brown stated that it has increased. There was a stolen car and kids are rummaging through vehicles.

**Motion:** Vice-Mayor Yapsuga made a motion to approve the July 2014 Police Report. Councilman Carroll seconded the motion. The motion was passed unanimously.

**Budget Report:**

Rebecca stated that the auditor will be at Town Hall on Thursday and Friday.

Vice-Mayor Yapsuga asked why Highway Safety funding was in parenthesis and Rebecca stated that she paid the money out but we didn't receive the money before the budget was completed. However, we have received the money. That was a grant that was used for a laser and we will be sharing it with Viola.

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

**Minutes:**

**Town Council Meeting Minutes:**

Mayor Kelley presented the July 14, 2014 Town Council Meeting Minutes asking if there were any questions. Councilman Carroll asked if the issue with Mrs. Rule was taken care of and Rebecca stated that she did pay the ticket.

**Motion:** Councilman Routh made a motion to accept the July 14, 2014 Town Council Meeting Minutes. Councilman Carroll seconded the motion. The motion was passed unanimously.

**Second Reading of Ordinance Establishing a Planning and Zoning Committee Review Fee and Setting Standards Governing the Reimbursement and Forfeiture of the Fee:**

Mayor Kelley asked if there were any questions regarding the ordinance and there were no questions.

**Motion:** Vice-Mayor Yapsuga made a motion to approve the Ordinance to Establish a Planning and Zoning Committee Review Fee and Setting Standards Governing the Reimbursement and Forfeiture of the Fee. Councilman Carroll seconded the motion. The motion was passed unanimously. Roll call was taken: Mayor Kelley - yes; Councilman Routh – yes; Vice Mayor Yapsuga – yes; Councilwoman Clendaniel – yes and Councilman Carroll – yes.

**Vote on Conditional Use Request – In Home Daycare – 175 Honeybrook Ln:**

Mayor Kelley stated that the Town has not received any concerns regarding the Conditional Use Request.

**Motion:** Councilman Carroll made a motion to approve the Conditional Request of an In Home Daycare at 175 Honeybrook Lane. Councilwoman Clendaniel seconded the motion. The motion was passed unanimously. Roll call was taken: Mayor Kelley - yes; Councilman Routh – yes; Councilwoman Clendaniel – yes and Councilman Carroll – yes. Vice-Mayor Yapsuga was late getting to the meeting so he was not there for roll call.

**Presentation by Danny String from KCI Engineering:**

Mayor Kelley introduced Dan String from KCI Engineering. He stated that the Town's current engineer is Davis, Bowen & Friedel and he and Rebecca have been discussing talking to other engineers.

Mr. String introduced himself and gave Council information about his company (see attached). Mr. String also stated that his company has experience in looking for funding for projects and the Town can feel free to contact any of their references listed in the packet.

Vice-Mayor Yapsuga asked when the company signs up for a project who else in the office views the project. Mr. String stated that it really depends on the type of project. There are protocols that they have to go through and another set of eyes will review it also.

Rebecca asked Mr. String how comfortable he would feel with reviewing the plans if a new development comes to Town. Mr. String stated that they have a group in Newark that would come down to review the plans because that is basically what they handle.

Rebecca asked how comfortable he was with Comprehensive Plans and if he is familiar with CPCN's. Mr. String stated that the Comprehensive Plans do get a little tricky but his company has worked on them before and if it was necessary they would have a planner come in to complete the Comprehensive Plan. Mr. String stated that as for CPCN's they are familiar with doing them also.

Mayor Kelley stated that the fees for KCI are a little bit higher than what the Town is paying for the current engineer. Councilman Routh stated that he does not have an issue paying more for a better company. There have been times in the past when I would ask the engineer a question and he would not be able to answer them. Councilman Routh asked Mr. String if he attends meetings and Mr. String replied if requested he will attend meetings and also if he does not know an answer he will be honest and not give incorrect information.

**Discussion of AT&T Charges for Antennas**

Rebecca stated that Black Dot contacted her about lowering the fees for AT&T. She stated that she contacted Rich and he agreed that what they pay us now is not enough. When the contract expires in 2016 we will discuss raising the fee.

The meeting adjourned at 8:05pm.

These minutes were prepared by Amy Lupinetti, Town Clerk.

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Amy Lupinetti

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Date