

**Town of Felton
Town Council Meeting
July 13, 2015
6:30 pm**

Mayor Kelley called the Town Council Meeting of Felton to order at 6:30 pm on Monday, July 13, 2015. Present at the meeting were:

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

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

Public: No citizens were present.

Citizens Concerns:

There were no citizens concerns.

Police Report:

Officer	Reg	SEU	Total
9451	160	149	209
9452	123	96	239
9453	66	14	80
9454	34	9	43
9455	0	0	0

Levi presented the June Police Report asking if there were any questions. Vice-Mayor Yapsuga wanted to know why the Police numbers were down so much from last year. Levi stated that the guys are out and he doesn't think that many people are traveling. Councilman Routh stated the vacation hours and investigation hours are up so that could make up for the low patrol hours.

Mayor Kelley asked if there was any news about Albert's interviewing process with Dover and Levi replied that he hasn't heard anything new. Councilman Routh asked to be enlightened about Albert going to Dover and Mayor Kelley stated that Albert has applied for a position for the Dover Police Department. Councilwoman Clendaniel asked if he was unhappy working for Felton and Chief Brown stated that he was not unhappy he is young and wants more experience.

Mayor Kelley stated that the numbers on the police report are showing that there are only two officers in the department doing all the work. Mayor Kelley asked Council if they had any ideas on how to encourage the other officers to increase their ticket numbers. Vice-Mayor Yapsuga stated that the problem with Officer Swan is he is second in charge and is also in charge of lots of

paperwork. Council asked Chief Brown what paperwork he is responsible for and Chief Brown stated that he is responsible for the schedule and the Highway Safety grant. Vice-Mayor Yapsuga stated that he thinks the Chief should have a talk with Officer Swan. Chief Brown stated that sometimes people might have the mindset if they are going to get the same raise as the employees working hard then why should they have to put more effort into their job. Rebecca stated that we have to be careful how much of a raise each officer receives because of the pay scale. Councilwoman Clendaniel asked if they could give bonuses to the officers that are performing well and it was discussed that they should not have to give any type of incentives to the officers for them to do their job.

Mayor Kelley stated that they will eventually have to talk about eliminating another officer if the numbers do not increase and the elimination will not be based on seniority.

It was decided that Chief Brown will sit down with Officer Swan and talk to him about his low numbers and that he needs to lead by example. Chief Brown agreed.

Motion: Vice-Mayor Yapsuga made a motion to approve the June 2015 Police Report. Councilman Carroll seconded the motion. The motion was passed unanimously.

Budget Report:

Rebecca stated that the FY15 budget year is over and we paid off the water tower loan and also made a \$9000 premium payment towards the arsenic building loan.

Councilman Yapsuga stated that it looks like the Police were short on their budget by \$53,000. Rebecca stated that she did a five year analysis of the past budgets for the Police and explained it to Council. Mayor Kelley asked if there was any particular month that they fell short and Levi replied that in the past they have been consistent with their revenue. Rebecca stated that they had about six to seven months of fine checks that were below \$10,000 this year and this month was the first month we received one over \$10,000. Levi stated that the weather could be a problem and also losing the second officer that used to come in on Saturday mornings. Rebecca asked if the schedule could be adjusted to have a second officer in on Saturday mornings and Levi replied that would be hard to ask of the officers.

Councilman Routh asked Rebecca if she could explain the SEU policy to him and she explained how the Town does their SEU. Councilman Routh asked if the officers are strictly running SEU patrols when they come in to do it and Rebecca replied yes unless they pull someone over with a warrant or get a DUI. Vice-Mayor Yapsuga stated that he thought some of that money came from the state and Rebecca replied that we put that money in our budget and it does not come from the state. Chief Brown stated the real purpose of SEU is to eliminate overtime. Councilman Routh asked what happens if someone is here for a couple hours and they can't get any tickets and Rebecca replied that they know if they can't get any in the first hour they need to go home.

Rebecca stated when we were doing the water rate change we noticed that the school was supposed to be charged for out of town water and currently they are being charged for the in town rate. There was an agreement that we found and it does state they are supposed to be charged for the out of town rates since they are out of town. If we are going to charge them these rates then we will need to start doing it now.

Motion: Vice-Mayor Yapsuga made a motion to charge Lake Forest School District the out of town rates as per the agreement that was signed in 2000. Councilwoman Clendaniel seconded the motion. The motion was passed unanimously.

Minutes:

Town Council Meeting Minutes:

Mayor Kelley presented the June 8, 2015 Town Council Meeting Minutes asking if there were any questions. There were no questions.

Motion: Councilwoman Clendaniel made a motion to accept the June 8, 2015 Town Council Meeting Minutes. Councilman Routh seconded the motion. The motion was passed unanimously.

Abatement Request-25 E High St:

Rebecca stated that Betty Feltcher owns a nursing home in Town and she is requesting an abatement of \$81.10. The home is empty and there was a leak so she contacted us and we turned the water off.

Motion: Vice-Mayor Yapsuga made a motion to abate \$81.10 at 25 E High Street. Councilman Routh seconded the motion. The motion was passed unanimously.

Proposal to purchase new server:

Rebecca stated that she has contacted Response Computers and received a quote for a new server for \$6285 and they offered us a maintenance agreement for \$2100. Rebecca had Kevin read the agreement and he recommended that we do not buy the maintenance agreement. We have been having issues with our server and it needs to be replaced. We need to do an upgrade with our billing software and the old server will not allow us to do the upgrade. Councilman Routh asked if we received any other quotes and Rebecca replied no she has heard really good things about this company and would like to use a local business.

Councilman Routh asked if we should put this money in the budget for the next few years. He stated that the only reason he is asking is because the guys will eventually be wearing body cameras and we will need another server for the cameras. Rebecca stated that typically when she knows that we will need to purchase an expensive item down the road she will add it to the next

years budget. She stated that she wanted to put the money for this in this year's budget but she was waiting for the computer company to email her with some prices. The current company that we use will not return any phone calls or emails.

We also have a capital improvements line in the budget and each year we should start taking what is left from that line and put it in the savings account.

Motion: Councilman Routh made a motion to purchase the new server for \$6285.00 minus the maintenance agreement. 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 Routh – yes and Councilman Carroll – yes.

Welcome Brochure:

Rebecca presented the brochure to Council that we would like to give to new residents. The new brochure explains different

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

The meeting was adjourned at 7:32pm.

These minutes were prepared by Amy Lupinetti, Town Clerk.

Amy Lupinetti

Date