

**Town of Felton  
Town Council Meeting  
October 15, 2018  
6:30 pm**

Mayor Kelley called the Town Council Meeting of Felton to order at 6:30 pm on Monday, October 15, 2018. Present at the meeting were:

**Council Members:** Mayor Kelley, Vice Mayor Joe Yapsuga, Joanne Clendaniel, Anthony Carroll and Diana Dolan-Beulah.

**Staff:** Town Manager Rebecca Greene, Chief Brown and Town Clerk Amy Thomas.

**Public:** Michael O'Connor (Felton Fire Company/EMS) and Scott McMillon (Kent County EMS).

**Citizens Concerns:**

There were no Citizens Concerns.

**Motion:** Councilmember Yapsuga made a motion to add the Discussion/Approval of Narcan to the agenda. Councilman Carroll seconded the motion. The motion was passed unanimously.

**Discussion/Approval of Narcan:**

Levi stated that he has been contacted about the officers carrying Narcan and since there has been an increase in the number of overdoses he thinks that it would be a good idea. Vice-Mayor Yapsuga asked if the EMS workers could go into more detail about NARCAN. Mr. O'Connor stated when a patient overdoses Narcan will reverse the effects of the opiate and enable the patient to begin breathing again. The protocol for Law Enforcement is to administer 1 milligram in each nostril and that should get them started until the paramedics get to the scene. Mr. McMillon stated he just watched a video today where a police officer was in contact with methamphetamine and his partner administered Narcan on him so it is good for officers to have it on them.

Mayor Kelley stated that we discussed this a couple years ago and we were a little hesitant because of the liability issues and the cost. Mr. O'Conner stated that the State covers all liability issues and has a program to train Law Enforcement and supply them with Narcan for no fee. The Police Department will have to send a letter of intent stating that they would like to administer Narcan then we can get the department set up with training. The state monitors how much we receive and administer and they will replenish the department when the Narcan is expired.

**Motion:** Councilmember Carroll made a motion to approve the police to carry and administer Narcan after proper training from OEMS. Councilwoman Clendaniel seconded the motion. The

motion was passed unanimously. Roll Call: Mayor Kelley – Yes; Vice-Mayor Yapsuga – Yes; Councilwoman Clendaniel – Yes; Councilmember Carroll – Yes; Councilwoman Dolan-Beulah – Yes. The motion was passed unanimously

**Police Report:**

Chief Brown presented the September 2018 report asking if there were any questions. Mayor Kelley asked how Jared was doing and Chief Brown replied he is doing very well.

Levi stated the truck convoy will be coming through Town on October 20.

**Motion:** Councilmember Dolan-Beulah made a motion to approve the September 2018 Police Report. Councilmember Clendaniel seconded the motion. The motion was passed unanimously.

**Budget Report:**

Rebecca stated that three properties are going up for sheriff sale at the end of this month. We have been notified by an attorney’s office requesting taxes due on the North Street property because they are supposed to be getting a mortgage on that property to pay their debt. We will know by the next meeting which properties were sold at the sale.

**Motion:** Vice-Mayor Yapsuga made a motion to accept the September 2018 Budget Report. Councilmember Carroll seconded the motion. The motion was passed unanimously.

**Minutes:**

**Town Council Public Hearing Minutes:**

Mayor Kelley presented the September 10, 2018 Town Council Public Hearing Minutes and there were no questions.

**Town Council Meeting Minutes:**

Mayor Kelley presented the September 10, 2018 Town Council Meeting Minutes and there were no questions.

**Planning & Zoning Meeting Minutes:**

October 3, 2018 and there were no questions.

**Motion:** Councilmember Yapsuga made a motion to accept all Minutes. Councilmember Clendaniel seconded the motion. The motion was passed unanimously.

**Review the Ordinance for the Community Impact Fee:**

Rebecca stated that currently the Fire Company receives 75% of the Community Impact Fees each year and we keep the remaining 25%. Vice-Mayor Yapsuga asked Rebecca if she could give him an amount that they have received each year and she said not off the top of her head but she can give

him that number at the next meeting. Councilmember Dolan- Beulah stated that the ordinance reads that the Town shall review the rate during the annual budget process and she wanted to know if that would be a problem when trying to adjust the rate since we are past that time. Rebecca stated that she will contact the attorney to see if that is a problem. Mayor Kelley asked Council what their thoughts were. Council agreed that they should change the rate to 25% to the Fire Company and 75% to the Town.

**Motion:** Councilmember Yapsuga made a motion to reverse the Community Impact Fee rate for the Town to receive 75% and the Fire Company receives 25%. Councilwoman Dolan-Beulah seconded the motion. The motion was passed unanimously. Roll Call: Mayor Kelley – Yes; Vice-Mayor Yapsuga – Yes; Councilwoman Clendaniel – Yes; Councilmember Carroll – Yes; Councilwoman Dolan-Beulah – Yes. The motion was passed unanimously

**Comprehensive Plan Update:**

Rebecca stated that we attended the PLUS meeting and had some verbal comments but no certification issues. We are waiting to receive the written comments then we will have a Planning and Zoning Meeting on November 1 and we would have to push our Council Meeting to November 5 so we can have this approved by November 10. Council didn't have a problem with next month's meeting being changed to November 5.

**Approval of 2019 Holidays:**

There were no problems with the 2019 holiday schedule (see attached).

**Motion:** Councilmember Dolan-Beulah made a motion accept the 2019 Holiday Schedule. Councilmember Clendaniel seconded the motion. The motion was passed unanimously.

**The Council Meeting recessed at 7:32pm for an Executive Session.**

**The regular Meeting reconvened at 8:03pm.**

**The meeting was adjourned at 8:05pm.**

**Motion:** Councilmember Yapsuga made a motion to adjourn the meeting. Councilmember Carroll seconded the motion. The motion was passed unanimously.

These minutes were prepared by Amy Thomas, Town Clerk.

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Amy Thomas, Town Clerk

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Date