

**Town of Felton
Town Council Meeting
March 8, 2021
6:30 pm**

Mayor Clendaniel called the Town Council Meeting of Felton to order at 6:30 pm on Monday, March 8, 2021. Present at the meeting were:

Council Members: Mayor Joanne Clendaniel, Vice-Mayor Joe Yapsuga, Anthony Carroll, Diana Dolan-Beulah (via virtual) and Bill Brittingham.

Staff: Sergeant Thomas, Town Manager, Amy Thomas and Town Clerk, Tracey Thompson.

Public: Town Auditor- Jeff Meany (via virtual) and Resident 520 N Erin Ave- Mr. & Mrs. Valcin (via virtual).

Swearing in of Council Members:

Mayor Clendaniel swore in Councilmember Brittingham and Councilmember Carroll. Mayor Clendaniel stated there are no changes to the council positions.

The meeting was adjourned at 6:34pm to go into Executive Session.

Town Council Meeting was reconvened at 6:36pm.

The Mayor advised everyone that she would remain Mayor and Joe Yapsuga would also stay on as Vice Mayor.

FY20 Audit Report by Jeff Meany:

Mr. Meany presented council with the audit report (see attached). Some facts that he pointed out were:

- On the balance sheet you will see the balance is up from last year but that is because of an increase in Grants. These are all restricted accounts.
- Liability in net position shows that the USDA loan has been paid down to include an extra principle payment.

There were no questions or concerns.

Citizens Concerns:

There were no citizens concerns.

Police Report:

Sergeant Thomas presented the February 2021 police report. There were no questions or concerns.

Motion: Councilmember Dolan-Beulah made a motion to approve the February 2021 Police Report. Councilmember Carroll seconded the motion. The motion was passed unanimously.

Budget Report:

Amy presented the February 2021 budget report. Amy went over the Police vehicle repair line budget due to having issues with our Police Cars. Sergeant Thomas explained to Council the issues we are having with both Chargers'. He mentioned that he has been talking to other agencies and they are all having issues with their Charger's and that we need a plan to get rid of the Charger's and upgrade to Dodge Durango's. Mayor Clendaniel asked for an itemized report on each Charger in detail of all maintenance services that have been done in order to make an executive decision. Mayor Clendaniel also stated how important the dependability of the Police Officers vehicles is for their overall safety.

Motion: Vice- Mayor Yapsuga made a motion to accept the February 2021 Budget Report. Councilmember Carroll seconded the motion. The motion was passed unanimously.

Public Works Report:

Amy presented the Public Works Report. She state that Public Works completed the Sanitation Survey in February and the Town passed. There were no questions or concerns.

Motion: Vice- Mayor Yapsuga made a motion to accept the February 2021 Public Works Report. Councilmember Carroll seconded the motion. The motion was passed unanimously.

Town Council Meeting Minutes:

Mayor Clendaniel presented the February 8, 2021 Council Meeting Minutes. There were no questions or concerns.

Planning and Zoning Minutes:

Mayor Clendaniel presented the February 8, 2021 Planning and Zoning Minutes. There were no questions or concerns.

Motion: Vice- Mayor Yapasuga made a motion to accept the Town Council Meeting Minutes and the Planning and Zoning Meeting Minutes. Councilmember Carroll seconded the motion. The motion was passed unanimously.

520 N Erin Avenue- Fence:

Amy presented Mr. & Mrs. Valcin's situation; they paid Peirce Fence to put up a 6ft privacy fence in their back yard. They were under the impression that Perce Fence received the correct permits from the Town of Felton before constructing the fence. There was no permit filed with the Town and the fence was placed with the wrong setbacks since the Valcin's live on a corner lot. Their side yard on the corner needs to have the same setback as their front yard which is 25ft setback for a 6ft fence. The fence was placed at 12ft which makes it 13ft shy of the correct set back. The Valcin's are requesting a waiver to keep the fence exactly where it is. Mayor Clendaniel asked Mrs. Valcin if she

also knew that there was no Miss Utility called on this project and that is always necessary before digging. Mrs. Valcin answers that she entrusted a professional to do everything that was needed and so she thought it was done correctly. She also mentioned that she had paid Perce Fence for the permits and was told the reason why it took so long to install was because they were waiting for the permits. Unfortunately the Valcin's could not provide a copy of their contract at this time and was noted that this is now a civil issue between them and Perce Fence. Vice-Mayor Yapasuga explains that even himself in the past have entrusted a professional and have learned that it always falls back on the property owner. Mayor Clendaniel agrees with Councilmember's that all residents of the Town of Felton need to be in compliance with the Town's regulations so her option is either take down the 6ft fence and put up a 4ft fence which will be in regulation with the original placement or bring the fence in 13 more feet to be able to keep the 6ft fence panels. Amy explained to the Valcin's that once they decide on which route they want to take with the fence they need to come to Town Hall and apply for the permit. They have 90 days to get the issue resolved.

Motion: Vice- Mayor Yapasuga made a motion to give the Valcin's 90 days to become in compliance with the Town regulations on their fence issue. Councilmember Carroll seconded the motion. Roll Call: Mayor Clendaniel-yes, Councilmember Brittingham- yes, Councilmember Dolan-Beulah- yes, Councilmember Carroll- yes, Vice Mayor Yapasuga- yes.

Town/Police Printer Contract:

Amy presented the Canon Printer contract of leasing the Town/ Police printers. Amy would like to end the contract and return the printers to Canon. Police Station can purchase their own printer with donated funds leftover from their Police Station remodel and with the money we would be spending on the lease use to purchase the Town Clerk a color printer that will hold over until we are ready to update our copier in the future. Council agreed with terminating the lease and returning the printers to Canon.

FY22 Budget Discussion:

Amy informs Council that in the next meeting she will have the FY22 draft budget and that there are several things that will need to be discussed. One being that Municipalities are now offered the State's Vision Plan which is cheaper than our current Avesis plan. We will change to the State's plan EYEmed during open enrollment. Amy also stated 2% or 3% raise for Town Employees. She will do a draft with both so Council can decide.

The meeting was adjourned at 8:30 for Executive Session.

The Regular Meeting reconvened at 9:00pm.

The meeting was adjourned at 9:02pm.

Motion: Vice- Mayor Yapasuga made a motion to adjourn the meeting. Councilmember Dolan-Beulah seconded the motion. The motion was passed unanimously.

These minutes were prepared by Tracey Thompson, Town Clerk.

Tracey Thompson, Town Clerk

Date