

**Town of Felton
Town Council Meeting
January 11, 2023
6:30 pm**

Mayor Clendaniel called the Town Council Meeting of Felton to order at 6:30 pm on Monday, January 11, 2023. Present at the meeting were:

Council Members: Mayor Joanne Clendaniel, Vice Mayor David Kelley, Bill Brittingham, Diana Dolan-Beulah and Anthony Carroll.

Staff: Chief Guild, Lt. Darling, Town Manager, Amy Thomas and Town Clerk, Tracey Thompson.

Public: Rick Tull - Lankford, Johnson & Tull and Resident- Marquise Broom.

Presentation of FY22 Audit- Lankford, Johnson & Tull

Rick introduced himself as the new Auditor for the Town. As of June 30, 2022 he stated the town is in good financial position. Rick went over the Town's liabilities and deferred inflows and mentions for the Town's size it is in a great position. For the statement of activities fees, fines, and charges they are in the black and even the water department is in the black, which Rick explained is a pretty good result for profit made by the Town. The required supplemental information budget and actual for the general fund shows how the town performed against their budget. Rick stated it showed to be pretty close to the budget. Mayor stated that the Council does a monthly internal audit on the books and asked if he recommends who should be doing the audit? Rick didn't have a recommendation on anyone in particular on Council but he recommended whoever does the audit should not sign checks. He added that having an internal audit is a good step to have in place. Rick mentioned the Town's audit was well organized and his office had no problem receiving what they needed from Town Hall.

Citizens' Concerns:

Resident Marquis Broom introduced himself. He is running for Council this election. He is a retired veteran who moved here three years ago with his wife. They volunteer at the Felton Community Fire Company where his wife is on the board.

Police Report:

Chief Guild presented the December 2022 police report. Chief stated the white Durango should be back from the radio shop next week. He confirmed that they have transitioned to Axon Body cameras that were provided by Department of Homeland Security. Police department was just approved for a CJC grant for dress uniforms. They ended the year with 484 service calls.

Motion: Vice-Mayor Kelley made a motion to accept the December 2022 Police Report. Councilmember Carroll seconded the motion. The motion was passed unanimously.

Felton Fire Company Report:

Councilmember Brittingham presented the Felton Fire Company Report. Total alarms for the month were 25.

Budget Report:

Amy presented the December 2022 Budget report. There were no questions or concerns.

Motion: Councilmember Carroll made a motion to accept the December 2022 Budget Report. Councilmember Dolan-Beulah seconded the motion. The motion was passed unanimously.

Public Works Report:

Amy presented the December 2022 Public Works Report. Along with their daily operations they did leaf clean up, repaired the chlorine pump, cleared drainage ditches at the entrances/exits, painted RR stop bar on High Street, prepared for the Christmas parade, read meters, and responded to the water leak at Parnell's Car Wash. There were no questions or concerns.

Minutes:

Mayor Clendaniel presented the December 12, 2022 Council Meeting Minutes and the January 4, 2023 Planning and Zoning Minutes.

Motion: Councilmember Brittingham made a motion to accept the December 12, 2022 Council Meeting Minutes, and the January 4, 2023 Planning and Zoning Minutes. Councilmember Dolan-Beulah seconded the motion. The motion was passed unanimously.

Resolution 23-R-01 Updating Comprehensive Plan Map to Change Zoning of 422 S Erin Avenue from Residential to Commercial:

Amy stated this is the last step to rezone the lot back to commercial. She stated the Town's Engineer attended the PLUS meeting on behalf of the Town and reported back that everything was fine and the property owner may need to submit building plans to the State Planning Office. There were no questions or concerns.

Motion: Vice Mayor Kelley made a motion to accept Resolution 23-R-01 of updating the Comprehensive Plan Map to Change the Zoning of 422 S. Erin Avenue. Councilmember Carroll seconded the motion. The motion was passed unanimously. Roll Call: Mayor Clendaniel-yes, Vice Mayor Kelley- yes, Councilmember Carroll – yes, Councilmember Brittingham- yes and Councilmember Dolan-Beulah- yes.

Second Reading Article IV, Title 32 of the Felton Town Code and Adopt a New Article IV, Title 32 Entitled "An Ordinance Regulating Noise in the Town of Felton and Providing Penalties for Violations Thereof":

Vice-Mayor Kelley stated after further review he would like the council to table this updated ordinance until we do more research on Decibel Meters. He has done his own research and finds the limit that is stated in this ordinance is a little excessive. He knows residents like himself like to

have gatherings in the summer and a normal conversation with a group of people could exceed this decibel limit stated in the ordinance. There was more discussion with the Chief and how this would affect the police force.

Motion: Vice-Mayor Kelley made a motion to table Article IV, Title 32 until next Council Meeting. Councilmember Carroll seconded the motion. The motion was passed unanimously.

Ordinance 01-21 Amending the Planning and Zoning Ordinance of the Town of Felton to Authorize the Administrator to Grant Administrative Variances:

Amy stated this is when we have variance request that is minimal (for example Peach Basket variance of 6 inches) she will be able approve in house rather than bringing them to Planning and Zoning then Board of Adjustment.

Motion: Councilmember Dolan-Beulah made a motion to accept Ordinance 01-21. Vice- Mayor Kelley seconded the motion. The motion was passed unanimously. Roll Call: Mayor Clendaniel-yes, Vice Mayor Kelley- yes, Councilmember Brittingham- yes, and Councilmember Dolan-Beulah- yes.

Approval of Town Seal:

Amy presented the redrafted Town Seal.

Motion: Councilmember Brittingham made a motion to accept the Town Seal as presented. Councilmember Dolan-Beulah seconded the motion. The motion was passed unanimously.

The meeting was adjourned at 8:05pm.

Motion: Councilmember Carroll 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