

**TOWN OF SOUTH BETHANY
TOWN COUNCIL WORKSHOP MEETING MINUTES
AUGUST 25, 2011**

ATTENDANCE

PRESENT: Mayor Jay Headman; Councilpersons John Fields, Al Rae, Sue Callaway, George Junkin, and Jim Gross; Town Manager Melvin Cusick; and Chief Joe Deloach

EXCUSED ABSENCE: Councilwoman Pat Voveris

MEETING CALLED TO ORDER

Mayor Headman called the August 25, 2011, Town Council Workshop Meeting to order at 5:00 p.m.

Mayor Headman briefed the Council on information given to the towns during a bridge call with the Emergency Operations Center regarding Hurricane Irene. Council also reviewed a News Update regarding the storm which was being released to South Bethany property owners. Just before adjourning the meeting, the Town Manager gave a report on what the Town Staff was doing to prepare for the storm.

PUBLIC COMMENT PERIOD

There were no comments from the public.

ADOPTION OF MINUTES

- **Town Council Workshop Meeting Minutes, July 28, 2011** – A motion was made by Councilman Junkin, seconded by Councilman Gross, to accept the July 28, 2011, Town Council Workshop Meeting Minutes. The motion was adopted.
- **Town Council Regular Meeting Minutes, August 5, 2011** – A motion was made by Councilman Junkin, seconded by Councilman Rae, to accept the August 5, 2011, Town Council Regular Meeting Minutes. The motion was adopted.

BUDGET AND FINANCE COMMITTEE REPORT (PAT VOVERIS)

In Councilwoman Voveris' absence, there was no report.

**TOWN OF SOUTH BETHANY APRIL 2011 COMPREHENSIVE PLAN COMMUNITY SURVEY –
SETTING THE ORDER OF PRESENTATIONS OF RECOMMENDED IMPROVEMENT
REPORTS AT COUNCIL WORKSHOPS**

Council agreed to change the December 22, 2011, Town Council Workshop Meeting to December 15, 2011.

Council agreed to the following schedule for the presentations:

September 22, 2011, Town Council Workshop Meeting

- Beach Services – Beach patrol, Beach vendor, Beach cleaning
- Communications Services – *The Zephyr* newsletter, town web site, email news updates
- Police Department – Police Department staff, Speed control on side streets, Speed control on Route 1, Parking Regulations

October 27, 2011, Town Council Workshop Meeting

- Canal maintenance
- Storm water management
- Town code enforcement
- Town Council

November 17, 2011, Town Council Workshop Meeting

- Landscaping maintenance throughout the town

December 15, 2011, Town Council Workshop Meeting

- Snow removal
- Street maintenance
- Town office staff
- Waste Services – Curbside recycling, Trash removal

YARD WASTE UPDATE (MELVIN CUSICK)

The Town Manager reviewed the Yard Waste Cumulative Totals 2011 – 2012 report as of August 2011 (attached). The Town Manager noted that in August the tonnage was down at 5.45, but the labor cost is still high. He stated that for the August yard waste pickup, Blue Hen required that the contractor open all the bags because Blue Hen is still finding trash in the yard waste bags. The Town Manager stated that the biggest problem is that South Bethany residents are still comingling trash and yard waste. Blue Hen has said that if they have to separate the trash from the yard waste, Blue Hen will charge the Town up to \$90 a ton to dispose of it as opposed to charging the Town \$30 to \$35 a ton.

APPOINTMENT PROCESS

Mayor Headman reviewed the following guidelines for appointing vacancies to the Planning Commission, Budget and Finance Committee, Election Board, and Board of Adjustment:

1. Town will advertise vacancies on the Town website and in a News Update.
2. Liaison Councilmember to these bodies will make a recommendation to the Mayor for filling the vacant position.
3. As part of the Town Council Regular Meeting Packet, the biographies of recommended candidates will be provided to other Councilmembers.
4. At the Town Council meeting, the Mayor shall make the appointment and it shall be confirmed by a majority vote of the Town Council.

Councilman Gross stated that another approach would be for Council to hold an Executive Session to review the bios of all the people who are interested in filling the vacancy. This way no one would be excluded and Council would have an opportunity to consider everyone who is interested in the position.

Regarding the Planning Commission and Board of Adjustment, Councilman Rae stated that he believes anyone filling a position should agree to attend the courses offered by the University of Delaware's Institute of Public Administration. Mayor Headman stated that he will clear it with

anyone who comes up for recommendation that they will be required to attend the courses offered.

Mayor Headman noted that members of the Board of Adjustment are required by Delaware state statute to be residents of the Town (they must live in South Bethany six months out of the year). This is not a requirement for the Planning Commission.

Councilman Fields announced that changes to the Town's Charter will be going before the General Assembly in the spring of 2012. He stated that if there is anything in the Charter that Council would like to change, it should be brought up at a Workshop in order to get it changed in the spring.

PUBLIC COMMENT PERIOD

There were no comments from the public.

ADJOURNMENT

A motion was made by Councilman Fields, seconded by Councilman Junkin, to adjourn the August 25, 2011, Town Council Workshop Meeting at 6:00 p.m.

phs:Workshop Minutes.8.25.11

Attachments: Yard Waste Cumulative Totals 2011 – 2012 report as of August 2011