

TOWN OF SOUTH BETHANY TOWN COUNCIL REGULAR MEETING MINUTES MARCH 8, 2013

MEETING CALLED TO ORDER

Mayor Jankowski called the March 8, 2013, Town Council Regular Meeting to order at 7:00 p.m., followed by the Pledge of Allegiance to the Flag.

ATTENDANCE

PRESENT: Mayor Kathy Jankowski; Councilpersons Al Rae, Jim Gross, Pat Voveris, Sue Callaway, and George Junkin; Town Manager Melvin Cusick; Cpl. Mark Burton; and Administrative Assistant Pam Smith

UNEXCUSED ABSENCE: Councilman Mark Damato (Absent due to a personal emergency.)

PROPERTY OWNERS' PARTICIPATION

- Maria Johansen, President of the South Bethany Historical Society (3 S. Anchorage Ave.) – Thanked the Council for the money the Town has donated to the South Bethany Historical Society. The following are some of the things the Historical Society have been working on:
 - Collecting interviews of Town Mayors and long-time residents and compiling a book with all of the interviews. The Historical Society hopes to publish the book in the near future.
 - Putting together a calendar with pictures from the South Bethany community. The calendar will be sold at the SBPOA Bull Roast.
 - Updated the South Bethany Historical Society website. Ms. Johansen encouraged everyone to visit the website.
 - Took a trip to Bethel in regards to the Smithsonian project that South Bethany, Bethany Beach, Millville, Ocean View, and Fenwick Island are working on together. The exhibit will be at the Ocean View old Town Hall for six weeks. The exhibit title is "The Way We Worked". The focus will be on real estate and tourism and how this area changed after the Bay Bridge was opened in 1952. The exhibit will be open to the public on May 19. On May 18 there will be a gala at the exhibit at which the town councils, property owner association executive boards, historical society boards, and Senator Hocker will attend.
 - On the evening of September 11 at the South Coastal Library Dr. George Junkin will be giving a presentation for the Historical Society about the development of the canals and all that has happened to them over the years

The South Bethany Historical Society meetings are the second Friday of every month at 10 a.m. at Town Hall. All are welcome to attend.

- Carolyn Marcello (8 S. 9th St.) – Friday, March 29, from 10 a.m. to 12 p.m. will be the Life Chain along Rte. 1. This is part of the Delaware Right to Life. About five different churches will be represented. This is the seventh year they have had this.
- Diann Nazarian (20 Peterson Dr.) – Stated that with the last storm there was no news coverage in regards to the News Journal, WMDT, and WBOC. Ms. Nazarian suggested that the mayors from the different towns get together and do something about it. Councilman Junkin noted that there is a DelDOT website which gives information on all of the bridges and if they are closed. Councilman Gross suggested that it might be something the Communications and Public Relations Committee could look into.

Ms. Nazarian announced that the Women's Club will be having a game night on Wednesday, March 13, at 7:30 and everyone is invited.

- Jim Grube (110 Bayshore Dr.) – Stated that he wanted to do a renovation on his house and the Code Enforcement Constable told Mr. Grube that he could possibly get a grant from the State or FEMA to help raise his house so it wouldn't get flooded again like it did in Hurricane Sandy. However, because his deck is not in the conforming setback, the Code Enforcement Constable told him he would not be able to raise his deck with the rest of the house. Mr. Grube wonders why that is not "grandfathered" in. Mr. Grube believes the Town is discouraging people from improving their houses by not being able to "grandfather" it. Mr. Grube said governments are supposed to be pushing people forward and not holding them back. Councilman Junkin said that by raising the deck up it is then intrusive to the neighbor. Councilman Rae stated that the Board of Adjustment is an alternative. Councilman Gross stated that it is not only South Bethany's Code – across the country there are provisions if you have a substantial improvement you have to comply with their current code. Council gave Mr. Grube some suggestions. Mr. Grube thanked the Council for listening and for having this discussion.

ADOPTION OF MINUTES – TOWN COUNCIL REGULAR MEETING MINUTES, FEBRUARY 8, 2013

A motion was made by Councilman Junkin, seconded by Councilman Gross, to accept the February 8, 2013, Town Council Regular Meeting Minutes. The motion was unanimously carried.

ADMINISTRATIVE MATTERS

- **Adoption of 2013 Sussex County Tax Assessments**

A motion was made by Councilman Junkin, seconded by Councilwoman Voveris, to adopt the 2013 Sussex County Tax Assessments as Council has done in the past. The motion was unanimously carried.

- **Discussion of Proposed Sea Level Rise Grant (George Junkin)**

Councilman Junkin stated that he, Councilwoman Callaway, and Councilman Gross have been attending meetings on sea level rise, and there is a grant opportunity from DNREC (Coastal Management Assistance Grant) regarding sea level rise. URS, an engineering company, is interested in assisting the Town with the grant proposal. The grant would be used to do a detailed survey of the elevation of the roads and bulkheads in South Bethany in order to have data to assess some of the things the Town might be able to do to mitigate the effects of sea level rise (such as raise roads and bulkheads). The data from the survey would go into a cost benefits analysis to see if it would be worth it to raise roads and/or bulkheads. URS has submitted a proposal of \$9,900 to the Town of South Bethany to supply the surveyors and the work to perform the survey. URS has also volunteered to write the grant proposal for free. The grant requires a one to one match which would come from in kind services from South Bethany volunteers and Town Staff and about \$2,000 from the Town of South Bethany.

- **Discussion and Possible Vote on Sea Level Rise Grant Agreement with URS Corporation (George Junkin)**

A motion was made by Councilman Junkin, seconded by Councilman Gross, that provisional with the Town receiving the Coastal Management Assistance Grant the Town sign up with URS to do the work described in URS' Letter Agreement to the Town of South Bethany dated March 8, 2013. During discussion it was noted that the deadline for grant proposals is March 15, 2013. Councilman Junkin stated that in the future the Town should form a committee for Sea Level Rise. Mayor Jankowski called for a vote. The motion was unanimously carried.

LEADERSHIP REPORTS

- **Mayor’s Report**—Mayor Jankowski reported:

Councilman Junkin will probably serve as the Delaware League of Local Governments (DLLG) representative on the State’s Sea Level Rise Advisory Committee. Councilman Gross stated that this would be a tremendous benefit to South Bethany and the DLLG.

There will be an ambulance meeting in April. The new ambulance that is being configured will be discussed.

Realtors' Meet and Greet – The event was very successful. The Communications and Public Relations Committee presented the different things the Town committees have been doing for vacationers and prospective buyers. The Communications and Public Relations Committee also received feedback from the Realtors on what they thought of South Bethany and what improvements are needed. The Town Council and Town Staff were also active in organizing this event.

Meet the Mayor events – The Meet the Mayor events will begin again in May on Saturday mornings (dates to be announced). A property owner suggested advertising the dates in the local paper.

Mayor Jankowski acknowledged that this month Renee McDorman, the Town's Finance Director, will be celebrating 10 years of service with the Town and Lt. Troy Crowson will be celebrating 25 years of service with the Town.

- **Town Manager’s Report**—Melvin Cusick reported:

The Ambulance Service Report and the Code Enforcement Constable’s Report were available on the sign-in table. There were also brochures on the sign-in table regarding the beach grass planting that is scheduled for March 23 from 9 a.m. to 12 p.m.

Due to some damage on the beach from the most recent storm (not as severe as might have been expected), a lot of the walkways are closed. There is a severe drop off at those walkways. As soon as the tide is out enough the Town will work to get those walkways opened. The Town Manager has done an assessment and has sent it to DNREC. DNREC replied that as soon as they can get some equipment down to South Bethany they will assist the Town in getting done whatever work is needed.

In the Hurricane Sandy funding bill that was passed by Congress there is money for beach replenishment from Fenwick Island to Lewes, and it is 100% federal funded. The Town does not know when that beach replenishment is going to be scheduled for.

- **Treasurer’s Report**—Pat Voveris reported as of February 28, 2013:

TOTAL OF FUND BALANCES

Fund Balances January 31, 2013	\$ 2,136,622
February Revenue	26,869
February Disbursements	<u>154,833</u>
Fund Balances February 28, 2013	<u>\$ 2,008,657</u>

FISCAL 2013 YEAR-TO-DATE REVENUE AND EXPENDITURE

Total Revenue	\$ 2,306,363
Total Expenditures	<u>1,853,239</u>
Year-To-Date Revenue in excess of Expenditures	<u>\$ 453,124</u>

FISCAL 2013 YEAR-TO-DATE BUDGET TO ACTUAL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>%</u>
Total Revenue	\$ 2,080,701	2,306,363	111%
<u>Expenditures</u>			
G&A	\$ 507,800	\$ 440,662	87%
Public Works	186,157	143,628	77%
Public Safety	609,547	505,820	83%
Beach Patrol	<u>214,868</u>	<u>215,792</u>	<u>100%</u>
Total Departmental Expenses	<u>1,518,372</u>	<u>1,305,902</u>	<u>86%</u>
All Others (e.g.- Grants, ARM, etc.)	<u>562,329</u>	<u>547,337</u>	<u>97%</u>
Total Expenditures	<u>\$ 2,080,701</u>	<u>\$ 1,853,239</u>	<u>89%</u>

After the first ten months of Fiscal 2013 (February 28, 2013), it appears the Town's financial results should finish close to the Operating Budget, and there does not appear to be any issues which will materially affect Councilwoman Voveris' estimates.

HIGHLIGHTS ON REVENUE

- Property Taxes - There are 7 owners who are delinquent in paying their taxes, totaling \$3,537. We have collected \$486,876, or 98.4% of budget. We anticipate eventually collecting all taxes.
- Transfer Taxes - In February we collected \$17,097 or 88% more than the same month last year. This February represents the second largest February revenue in the last 6 years. Year-to-date overall revenue is ahead by 87% over last year. The Town budgeted \$225,000 for FY 2013 and has surpassed this number by 51% in 10 months of our budget cycle. We anticipate eventually collecting 55% more than budgeted.
- Rental Tax Revenue - Collections year-to-date are \$517,137, or 104% of budget. Compared to FY 2012, we've collected \$28,063 more revenue. Our current YTD revenue is the highest of the last 6 years. We anticipate collecting more rental tax, but it will not be material.
- **Police Department Report/Questions**—Cpl. Mark Burton reported for the month of Feb., 2013:
 - 2 Feb:** Assisted FIPD with a traffic stop. An electronic check indicated the driver of the vehicle was incarcerated. The FIPD officer contacted the prison and confirmed the driver had been released from prison and was not wanted.
 - 9 Feb:** Assisted FIPD with breaking up a loud party at a residence on Bora Bora St. in Fenwick Island involving minors. The party was shut down without incident.
 - 9 Feb:** Assisted BBPD with a verbal domestic incident that occurred at a residence on Fenwood Circle in Bethany Beach. Several firearms were found inside the residence. All guns and ammunition were confiscated.
 - 13 Feb:** Assisted BBPD with a pursuit/traffic stop involving an individual who was the subject of a disorderly conduct incident that occurred at The Marketplace in Sea Colony. The subject's vehicle was stopped on Evergreen Rd. The individual was intoxicated under the influence of both alcohol and marijuana. Marijuana was found in the car and paraphernalia. He was taken into custody without incident by BBPD.
 - 13 Feb:** Officer was contacted by a motorist on South 7th St. who was having a verbal domestic with his son while he was driving. The officer used verbal skills to diffuse the situation and calm the two men down. They left town without further incident.
 - 14 Feb:** Assisted OVPD with a traffic stop/vehicle search on State Rt. 26. Small amounts of marijuana and smoking paraphernalia were found inside the vehicle. The driver was taken into custody by the OVPD.
 - 16 Feb:** Assisted BBPD with a domestic incident that occurred at a residence on Fenwood Circle in Bethany Beach (same as above on Feb. 9). The male party involved in the domestic has a history of mental illness and called 911 because he believed his spouse was stealing money from the family business. He also believed there were several intruders inside his house. There were no injuries.

- 22 Feb:** Officer stopped a vehicle on State Rt. 1 for speeding. The driver was arrested for driving a motor vehicle while under the influence of alcohol.
- 24 Feb:** Officer stopped a vehicle on State Rt. 1 for speeding. The female driver had a suspended license and her vehicle was towed.
- 26 Feb:** Officer handled a complaint from a resident who was a victim of a phone scam. Victim stated the caller claimed to be an employee of a company called "Your Health Group" and gave the caller her checking account number. The officer advised the victim to close her checking account immediately and avoid any further contact with the "company." Cpl. Burton advised people to never give out any personal information over the telephone.
- 27 Feb:** Assisted DSP Troop 4 with a burglary in progress at a business on Coastal Hwy. in Fenwick Island. The SBPD officer, along with an officer from BBPD, responded to the business and found it to be secure. No forced entry was gained. The suspect was located and apprehended by a FIPD officer and turned over to DSP.

Cpl. Burton added that year to date there are no burglaries to report. This could be due to the Town's walkers, people being more vigilant, or because of Hurricane Sandy more property owners are coming to South Bethany on weekends to do repairs on their properties.

There was a little bit of storm damage from the storm two days ago. As of noon today Elizabeth Way was still closed due to a tree down, and as of 11:30 this morning they were in the process of getting the tree off the house on Tamarack Dr.

ORDINANCES/RESOLUTIONS

- **Second Reading of Ordinance 168-13, to Amend Chapter 104, Property Maintenance, Article III, "General Provisions", to Increase Property Owner Responsibility for the Disposal of Trash, Yard Waste, and Garbage (Jim Gross)**

Council agreed to the following changes (highlighted in yellow). Council agreed to delete § 104-19 of the current code and substitute it with § 104-19 below which the Code Enforcement Constable had rewritten at Councilman Gross' request. It was noted that § 104-19 still needs some work. Mr. Fields stated that the Charter and Code Committee will work on § 104-19 and bring it to the March 28, 2013, Town Council Workshop Meeting for Council to discuss. Council agreed. Regarding the fine of \$250 in § 104-19, Councilman Gross stated that he thinks that is high and suggested that Council discuss the amount of the fine at the March 28 Workshop Meeting.

ARTICLE III General Provisions

- § 104-13. Rubbish, Trash, *yard waste*, and garbage; firewood; compost and topsoil.**
- A.** Except when properly bundled or deposited in an appropriate **covered** container designed for the temporary storage of **rubbish**, trash, **yard waste** and garbage (pending regular or scheduled removal to a solid waste disposal facility), all properties, **including bins**, shall be kept free from any accumulation of trash, **rubbish**, garbage, **litter yard waste, recyclable materials**, or other refuse or debris. ***If the property owner fails to comply with this requirement, the Town will remove all waste material and bill the property owner for the Town's cost. The property owner will also be subject to penalties specified in §104-13.1 § 104-19.***
- B.** Firewood shall be stacked in an orderly manner, and compost and topsoil piles shall be contained. The accumulation of such materials in a haphazard fashion shall constitute a violation of this section ***and shall be subject to penalties prescribed in §104-19(D).***

Delete § 104-13.1 (in its entirety) § 104-13.1, Notice; enforcement; appeals; penalties for offenses.

§ 104-17. Repair and maintenance of exterior structures.

The exteriors of all buildings and structures, **including refuse solid waste bins**, shall be kept in good repair and condition. By way of example and not in limitation, the following are prohibited: cracked or broken windows; ripped insect screens; rotten or decaying wood; **ground level decks and walkways**, doors, fences, rain gutters, ornamental trim, or millwork that are in broken, cracked, or dilapidated condition or which are missing major components; and exterior surfaces displaying substantial peeling, flaking, or chipped paint; mildew; rust; corrosion; or substantial bare areas (i.e., unprotected by adequate paint, finish, or other exterior treatment). Unfinished wood ~~siding or shingles of the type~~ intended to weather naturally (e.g., redwood, cedar) shall not be considered to be in disrepair. **Property owners who fail to meet these requirements shall be subject to penalties prescribed in §104-19(D).**

**ARTICLE IV
PENALTY, NOTICE, AND ENFORCEMENT**

§ 104-19. Enforcement procedures: notice, ~~hearing~~, penalties, appeal.

- A. Penalty and Enforcement. Whenever the Code Enforcement Constable determines that there exists a violation of any section of this Chapter 104 (“Property Maintenance”), the property owner shall have 10 business days from receipt of the notice issued under section (2) below to bring the property into compliance with the Code. If the property has not been brought into compliance by the expiration of the 10 business days, and an appeal has not been filed, the Town may fine the property owner \$250 (plus court costs), take action necessary to remediate the violation, and bill the property owner for the penalty and remediation costs. Each day thereafter of a continuing violation shall constitute a separate offense. A property owner may pay an outstanding fine pursuant to the Town’s voluntary assessment procedures as follows: Any person found to have violated any section of this Chapter 104 may admit guilt and voluntarily pay a fine of \$100 (either in person or by mail) at the Town Hall as long as the citation provides notice 1) of the minimum and maximum penalties for such violation, 2) that the violator has the right to a hearing before a court, and 3) that any person electing to use the voluntary assessment procedures may revoke such election and proceed to a hearing if the violator notifies the Town Hall of this intention prior to the due date set forth on the citation.**
- B. Notice of violation. Whenever the Code Enforcement Constable determines that there exists a violation of any section of this chapter, he / she shall provide notice thereof to the owner. Such notice shall identify the conditions constituting a violation, include reference to the applicable code section in violation, and state the property owner has 10 business days to correct the violation or file a written appeal of the Code Enforcement Constable’s decision with the Town Manager. Such notice shall state that if the violation is not resolved within the allotted time and an appeal is not filed, the Town may fine the property owners \$250, remedy the violation, and bill the property owners for the amount of the fine and remediation costs.**

<p>Blue print: Town Solicitor's recommendation 3/8/13</p>

- C. Delivery.** *The notice of violation shall be in writing and delivered to the owner by one of the following:*
- (1) Personal delivery to the owner or person residing at the property.*
 - (2) U.S. mail service addressed to the mailing address contained on the Town records.*
 - (3) E-mail to the owners e-mail address, if known to Town Hall.*
- In the event notice by the methods listed above is not possible, notice shall be completed by posting notice in a conspicuous location on the property.*
- D. Appeal.** *Any person who has been notified of a violation of any section of this chapter by the Code Enforcement Constable may appeal the determination of violation by filing a written appeal to the Town Manager within 10 business days from the date of notice. The Town Manager shall review the appeal and issue a written decision within 10 days of receipt of the appeal, which decision shall include notice of the property owner's right to appeal the decision of the Town Manager to the Town Council. If the property owner is not satisfied with the decision of the Town Manager, the property owner may file a written appeal to the Town Council within 10 business days of the decision of the Town Manager. The Town Council shall hear the appeal within a timely manner and issue a written decision. Within 10 business days of the filing of the written decision of the Town Council, the property owner shall remediate the violation or the Code Enforcement Constable shall withdraw the notice of violation, whichever is appropriate pursuant to the decision of the Town Council.*
- E. Enforcing Remediation Costs and Penalties; Legal Remedies; Parking Permits.** *The Town shall enforce and collect penalties assessed to property owners and remediate costs incurred by the Town through any and all means legally available to the Town. Nothing in this article shall be construed to prohibit the Town's ability to enforce the Town Code by any means legally available, including seeking injunctive relief in the Court of Chancery. Any property owner with unpaid penalties or remediation costs shall not be issued parking permits pursuant to Chapter 94 until such unpaid amounts have been satisfied.*
- F. Emergency Action.** *Upon determination of a violation of any section of this chapter and following due notice as provided for above, the Town may declare the violation to be a public nuisance and/or an unsafe condition requiring prompt and immediate action. In such case the Town will remedy the violation and bill the owner for the costs.*

Mayor Jankowski declared this the second reading of Ordinance 168-13.

Later in the meeting Councilman Gross went back to Ordinance 168-13 and suggested deleting the following from § 104-7: "oceanfront sand dune lots and". Because this was not included in the first reading of Ordinance 168-13, Council agreed not to include this in Ordinance 168-13.

- **Second Reading of Ordinance 169-13, to amend Chapter 114, Solid Waste, Article I, Entitled "Collection Fees", and Article II, entitled "Solid Waste", to Update Disposal Regulations, to Regulate the Size and Number of Solid Waste and Recycle Containers for Rental Properties, and to Require Penalties for Offenses (Jim Gross)**

Councilman Gross suggested that Council take a look at the penalties in **§ 114-87** at the March 28, 2013, Town Council Workshop Meeting. Council agreed. Council agreed to send Ordinance 169-13 to the Town Solicitor after the March 28 Workshop Meeting.

Mayor Jankowski declared this the second reading of Ordinance 169-13.

- **Second Reading of Ordinance 170-13, to Amend Chapter 20, Planning Commission, to Change the Number of Members from Five to Not Less Than Five Nor More Than Nine (Jim Gross)**

Council made no changes to Ordinance 170-13. Council agreed to send Ordinance 170-13 to the Town Solicitor.

Mayor Jankowski declared this the second reading of Ordinance 170-13.

Mayor Jankowski thanked Mr. Fields for the Charter and Code Committee's hard work on all of the ordinances. She added that Council appreciates the time the committee has spent preparing these ordinances.

COMMITTEE REPORTS

- **Assawoman Canal and Trail Update** – Councilman Rae reported:

Councilman Rae read the following email from Bob Ehemann, Community Assistance/Grant Coordinator, DNREC, Division of Parks and Rec:

The contract for the Assawoman Canal Trail Phase 1 design is being finalized today, March 8. The scope of work includes:

1. *Trail design (8 feet wide, stone dust surface, benches, minimal disturbance to existing vegetation, landscaping/fencing buffers at selected locations, at-grade crossing at Central Ave. and an accessible connection to northerly sidewalk of Route 26)*
2. *Town Road trailhead (Asphalt parking lot, small pavilion (prefab), restroom, canoe/kayak launch, kiosk, bike rack, fee collection station, trail bridge, and pathway from parking lot)*
3. *Conceptual design for the northern most property with 3 alternatives*

Two meetings will be conducted. The first will be with ACT2 (the group that is composed of all the various town representatives) prior to completing semi-final design and prior to official submission for regulatory approvals. The second meeting is a public open house to be held after 90% construction documents are complete.

The major funding source is the Delaware Land and Water Conservation Trust Fund (DTF) Grant Program in which municipalities, counties and state agencies are eligible. The Council on Greenways and Trails reviewed and recommended approval for this project. Ocean View is contributing \$5,000. You may recall that the 3 municipalities and Sea Colony committed \$5,000 each toward the planning phase of the project. We utilized your time (at meetings and field trips) as the local match for Conceptual Plan renderings in an earlier DTF matching grant.

FYI: As part of the road improvements along Route 26 (westbound from the canal), we have a verbal agreement with DelDOT to make a trail connection to the sidewalk on the north side. However, DelDOT is planning a drainage outfall that could preclude a Route 26 underpass on the west bank. Stay tuned.

Councilman Rae added that Phase 2 is the southern end from Rt. 26 south. Councilman Rae stated that it will be great for South Bethany once the southern end is done.

Councilman Gross asked what the budget is for the construction. Councilman Rae said he will see if he can find out.

- **Community Enhancement Committee** – Councilwoman Callaway reported:

The Maintenance Department and their team have finished the mulch and stone work along Rt. 1 which looks very nice. Lord's Landscaping will be planting the Shenandoah grass in April.

Adopt-A-Canal Program:

- This past week almost 40 letters were sent to property owners adjacent or near canals that the committee has designated as "highly in need of adoption".
- The committee received an application for a canal end on Canal Road.
- A very qualified young man wants to adopt a highly visible canal along Rt. 1 as an Eagle Scout project. He has family members who are involved in a landscaping business. He is a student at Indian River High School. Councilman Rae stated that this is the kind of thing the Town should encourage and support. Council agreed that it is an excellent project.

Another Eagle Scout project that is still ongoing is the placement of signs along the canal ends so that people know what road they are at from the canals.

The next Community Enhancement Committee meeting is scheduled for Tuesday, March 12, 2013. The committee will discuss ideas for Earth Day (April 22), finalize the directional sign for Town Hall, and start the educational flyer on trash.

- **Budget and Finance Committee** – Councilwoman Voveris reported:

The Budget and Finance Committee is planning a public meeting for Public Input Regarding the FY14 Budget on Saturday, March 16, 2013, at 10 a.m. The committee plans to present a sound budget that resulted from the work of the Town Staff and dedicated volunteers on the Budget and Finance Committee and Town Council. Councilwoman Voveris invited everyone to attend and comment.

- **Canal Water Quality Committee** – Councilman Junkin reported:

Diffuser pilot project – It looks like the electrical work will be done next week and the diffusers should be in by the end of March.

The Center for the Inland Bays (CIB) was awarded the grant for the east side bioretention areas and they may have received the money today. The CIB will put the request for proposals out for bid next week.

Mayor Jankowski thanked Councilman Junkin for keeping track of the tidal gages during the storms.

- **Planning Commission** – Councilman Gross reported:

At the February 28, 2013, Town Council Workshop Meeting Council appointed two consultants to the Planning Commission who will be moved into full membership positions once Ordinance 170-13 has been passed.

The Planning Commission met on March 1 at which time a project was introduced to the Planning Commission. Mayor Jankowski laid out the background on the project and Linda Lewis described the project in detail. The Planning Commission plans to have a meeting April 5 at which time the members will get started on the project.

Comprehensive Plan Five-Year Review – Bryan Hall has left the Office of State Planning and Coordination. The Town is currently working with the Circuit-Rider Planner for Kent County. Regarding the Comprehensive Plan Five-Year Review that the Town submitted to the State in December, the Office of State Planning Coordination has given the Town of South Bethany a choice to take the review before the PLUS committee in April as its 10 year update or use the review for the five-year review. The State is giving the Town this option because so much effort was put into the Five-Year Review that it could pass for the 10 year update. A motion was made by Councilman Gross, seconded by Councilwoman Voveris that the Town consider the review to be the Five-Year Review and the Town will do the update of the plan on schedule by 2016. The motion was unanimously carried.

- **Charter and Code Committee** – Councilman Rae reported:

The Charter and Code Committee has been doing a lot of work on the assignments Council has given them. The next chapter the committee is planning to work on is the Zoning chapter. Councilman Rae suggested that Council prioritize the list when the committee gets a break. Mayor Jankowski asked Councilman Rae to send her the priority list.

- **Communications and Public Relations Committee** – In Councilman Damato's absence, Councilwoman Callaway reported:

There is a summary of the South Bethany Meet and Greet Networking Event on the Communications and Public Relations page of the Town's website.

The committee has completed three marketing pieces for South Bethany, and the committee is working on one more piece.

Mayor Jankowski, Councilwoman Callaway, Councilwoman Voveris, and the Administrative Assistant met today with Beach-Net on revising the Town's website. Good headway was made. Good manageable changes can be made quickly at a reasonable cost.

4th of July Parade Float – Lori Cicero is chairing this committee. The committee will start working on the float design. The committee is looking for volunteers.

ADJOURNMENT

A motion was made by Councilman Junkin, seconded by Councilman Gross, to adjourn the March 8, 2013, Town Council Regular Meeting at 8:50 p.m.