

BETHEL TOWN COUNCIL MEETING MINUTES
TUESDAY, August 2, 2016

The meeting was called to order by President Jeff Hastings at 7:00 P.M. President Hastings led the meeting in the Pledge of Allegiance. Present were Council members Anna Lee Robinson, Mary McCoy, Kevin Phillips and Mark Shaver.

Ken Lebo from Pratt Insurance was postponed until the September meeting due to a family illness

Secretary's Report: Motion made by Phillips, seconded by Robinson, to accept the minutes of the July 5, 2016 as written. Motion passed unanimously.

Town Clerk Report (attached): The Town Clerk presented her monthly report.

Town Dock Cleanup: McCoy spoke with someone at Boy Scouts who will come out the first week of September to look at the dock and to see if the cleanup can be a Community Service project for the troop.

Town Hall Rental Agreement: Rental agreement is okay with the town attorney. It needs to be given to everyone who rents the Community House.

Historical Marker Program: The contact at the Historical Marker program will be in Town on August 10, 2016 to go through the town.

Review of Architectural Accessibility Board Report and some of the action items that we can do at this time at little or no cost.

There was a discussion of the need for an office door to be able to see to the parking lot.

There was prolonged discussion on the Archive work. Work is being done on material from the 1960's. The clerk needs assistance in identifying some of the work, what it is, where it belongs. We need to get information out of the people's houses.

Re: ADA recommendations: Short term, if someone has handicap needs, we will move the meeting with possible long term plans to make the accommodations to make a compliant ramp. An effort to accommodate needs to be made to show we are trying to resolve the issues that have been brought to our attention. Discussion about removing the gravel and blacktopping the front. Hastings was going to get a price on the black topping of the parking lot (with removal of gravel).

Bills to be paid (copy attached). Motion made by McCoy, seconded by Robinson to pay the bills as read. Motion passed unanimously.

Treasurer's Report (copy attached):

McCoy said that there is a small CD at County Bank and since there is no local County Bank branch in western Sussex. Shaver said it costs \$0.84 to close it out. Discussion as to whether to put this money if we close it out. Motion made by McCoy, seconded by Shaver to close out the County Bank CD and put the funds in the non-Municipal Street Aid account. Motion passed unanimously. Hastings will need a copy of minutes.

McCoy made a motion to accept the Treasurer's Report. Motion seconded by Robinson. Motion passed unanimously.

McCoy also noted that we are updating the transfer of information to QuickBooks Pro and we are working on getting the taxes out later this month.

Building Permits: Phillips issued a building permit to David and Beth Elzey on Main Street for their above-ground pool.

Phillips discussed the building permit process and fees in Bethel. The \$100 permit fee for the Town is high in contrast to the \$7-10 fee for the County. He would like to see the process more fair to the public. He is proposing:

| | |
|---------------------------|---------------------------|
| Cost of Work: \$1-10,000: | \$25.00 Fee |
| \$10,001-50,000 | \$100.00 Fee |
| Over \$50,000 | 2% of cost of improvement |

It would have to be changed in the zoning ordinance.

Since the change is in the zoning ordinance, the matter will be referred to Planning & Zoning.

Many people are going to Georgetown first before they get a Bethel permit. The town permit needs to be obtained first. It is the opposite with new home construction. If you need a County permit, you need a town permit.

Discussion of new homeowner package, with information on the codes, etc. Phillips said that the Council should put together a package for newcomers. Also, contact the local realtors and let them know Bethel's requirements. The DNREC information is on the town website.

There was discussion as to whether the town needs to keep records of the septic permits. We are requiring copies for new construction. If you put in a new septic, ask homeowners to provide a copy of the septic/well permit.

Phillips asked about what to do about a fence permit on Main Street. Phillips said that he would talk to the people and charge \$100.

Phillips also said that the new construction on High Street/School Road had told us that they would be doing landscaping. Blue Hen told Phillips in the winter that it would be done the spring (2016). It hasn't been done yet. It can't be done until fall. What is Blue Hen telling the buyers?

When the next building permit comes through from Blue Hen, Phillips will withhold until he gets an answer on the landscaping on the currently built homes.

Phillips also asked about the setback issue and if the attorney sent a letter. McCoy said she's not aware of a letter being sent.

Road Paving: Tree pruning to be done next week (week of August 8). Letters will be sent out the with the Town taxes. An estimate was given by Al's Affordable Trees for \$2,850. Shaver had a list from Al's Affordable of all the streets that had issues. McCoy emphasized that if any homeowner has a problem, it be addressed promptly by the town. Cost is being paid out of Municipal Street Aid. Motion made by McCoy, seconded by Robinson. Motion passed unanimously.

Road Paving: Concerns expressed about school buses, ambulances, etc.... Hopefully, the paving will be done by the end of the year. McCoy asked about a schedule of what streets being done when. Questions raised about insurance which is required by ordinance, whether both contractors have the appropriate coverage: Road signs will be done next month.

Bio Retention Update: Judy Schwartz provided an update of the punch list. There were still items to be completed. Schwartz requested that if they weren't done, that the Town hire another contractor to get the remaining punch list items done and deduct it from Clean Ventures. Phillips asked how to clear out the remaining weeds on the DELDOT at the end of Moore Street. Tractor trailers are having an issue with the triangle site where the trucks are going up and over the asphalt. There was a question of signs or what to be done. Phillips is concerned about this being a safety issue. Shaver said he would call DELDOT to see what could be done.

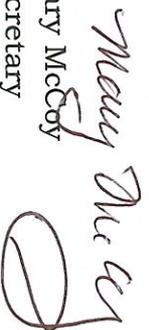
Planning & Zoning Commission: We need to vote on the renewal of expired Commission membership. Discussion of demolition procedures. Chairman of PZC, Dave Hillegas, said he would get the letters from the expired members.

Community House: We need to start to give out rental agreements for the rental of the Community House. If we are renting out the hall, we need to own the tables and chairs. The community donated money to the United Methodist Women to purchase the tables and chairs. The appliances also belong to the United Methodist Women. The town would have to buy the appliances and the tables and chairs. Any replacement of the appliances has to be commercial appliances.

Old/New Business: Pat Kough asked that Board of Elections be put on the September 2016 agenda.

The meeting was adjourned at 9:29 P.M.

Respectfully submitted,


Mary McCoy
Secretary

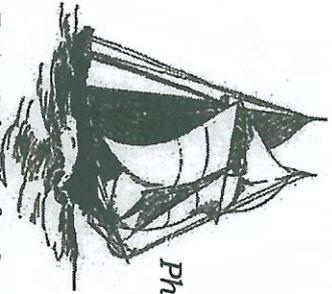
Town of Bethel

PO Box 310, 7769 Main Street, Bethel, DE 19931

Phone (302) 877 – 8139 [Email tob310bethel@gmail.com](mailto:tb310bethel@gmail.com) [Web www.bethel.delaware.gov](http://www.bethel.delaware.gov)

Normal Business Hours: Wednesday 9AM to 12PM and 1PM to 3PM

Town Clerk Report, August 2, 2016



Town Calendar for August 2016

New Street Light Application for Town Dock

Signed application was mailed on Wednesday, July 27, 2016.

Update on Town Dock Clean Up

Ms. McCoy and Mr. Phillips

Town Hall Rental Agreement

Was reviewed by Council last month; does it meet the Town Solicitor's approval?

Historical Marker Program

Response from Kevin at the Historical Marker Program: We only have space for 650 characters including spaces on markers. This comes out to be 100-110 words depending on the words used for the text. If you would like to draft something a little longer I am happy to cut it to size and rewrite it to make it fit within these constraints. Also, keep in mind that the state archivist gets final approval on all marker text. *Update: I am currently waiting for text from Mr. Phillips to submit to the Historical Marker Program.*

Update on Town Hall Projects

Masonry work for park bench install – Still needs to be done
Propane tanks to be relocated for A/C install – Still needs to be done
Alarm system update: Mr. Phillips
Review of the Architectural Accessibility Board Report (see Attachments A & B)

Historical Building Preservation and Insurance

I reached out to Joan Larrivee at the Historic Preservation Office who recommended we get in touch with the University of Delaware to get a documentation of the building, building materials, etc. for preservation and insurance purposes. Ballpark figure to do this is \$2,500.00 per council's approval.

Recommended updates to Town Ordinances

Implementation of Application for Minor/Major Subdivision in accordance to Town Ordinances, Article 2-Minor Subdivisions, Section 9C.2.0, A., Attachments C and D
Impact Fees, Attachment E

Review of Town Ordinances and Planning & Zoning Ordinances Regarding Animals

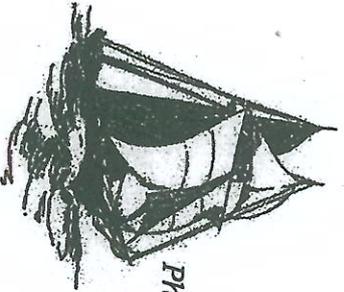
Attachment F

Filing & Archives

DPA removed three file boxes for destruction; they will return in August to take some permanent records
Paperwork in office dates back to early 1960's
FOIA Requests must be logged with detailed response from the Town in accordance to DE State law
I need information in order to process some files; without it I cannot proceed
Files that I have started have been removed from the office

Request

A door that will allow me to see the front parking area for more professional service to community and personal safety for office users



Town of Bethel

PO Box 310, 7769 Main Street, Bethel, DE 19931

Phone (302) 877 - 8139 Email tob310bethel@gmail.com Web www.bethel.delaware.gov

Normal Business Hours: Wednesday 9AM to 12PM and 1PM to 3PM

Town Council Meeting, August 2, 2016

Attachment A

Recommendations Regarding ADA Compliance and the Architectural Accessibility Report by Jennifer Lieber

Immediate recommendations to implement at little to no cost:

- 1) Add accommodations note to the Public Agenda and Town Website
- 2) Move the public meeting to another location upon request; Bethel Museum?
- 3) Provide drinkable water for all public meetings. A case of bottled water in the fridge will do.
- 4) Add a sign in the restroom stating DO NOT DRINK THE WATER
- 5) The Town Office can make accommodations for services accessible to everyone via video, hand delivery, website, etc. This is fine due to the historic nature of the property
- 6) Move the handicap bumper to the other side of the walk; this would provide the compact, slip-resistant surface.
- 7) Add a handicap parking sign
- 8) We do not have to widen the doorway between the main meeting room and the kitchen if we do not install a handicap ramp at the kitchen entrance. We also would not have to relocate the electric panel. Leave the ramp as is with accommodations being made above.
- 9) Atlantic Aluminum has already come and filed the sharp edges on the handrails. Jay did it personally.
- 10) The slope of the sidewalk is not high enough to be considered a ramp; therefore the handrails that have been installed are not necessary to be in accordance to ADA code.
- 11) Anyone wishing to speak to Jennifer Lieber regarding the accessibility of the building relating to ADA code may contact Jennifer personally. Contact the Town Office during business hours for her phone number.

Recommendations for consideration at some cost:

- 12) Lower the height of handrail (at the cost of the town) at the left side of the main entry to ADA code at the front entrance
- 13) Add a proper gripping surface (at the cost of the town) to the lowered handrail at the left side of the main entry according to ADA code

Recommendations to consider for the future:

- 1) Eliminate the ramp entrance to the kitchen area and replace with stairs
- 2) Install a ramp according to ADA code leading to the main entry of the building. Have plans drawn up and have Jennifer Lieber review them before install.



STATE OF DELAWARE
Architectural Accessibility Board
540 S. DuPont Highway, Suite 1
Dover, Delaware 19901

July 19, 2016

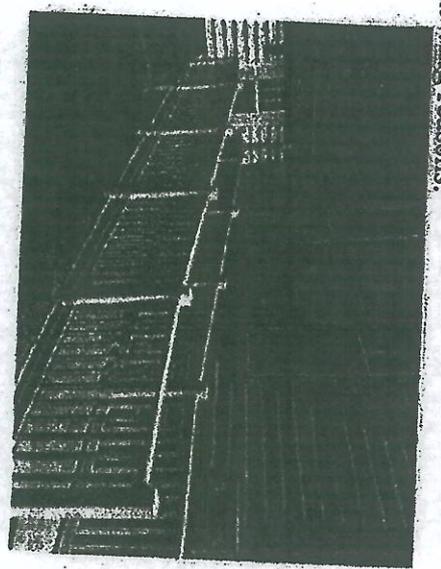
Ms. Annie Miller
Town of Bethel
7769 Street
Bethel, Delaware 19931

RE: ADA Review

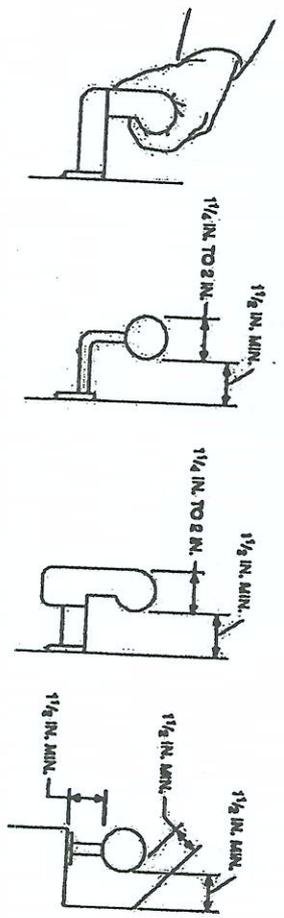
Dear Ms. Miller:

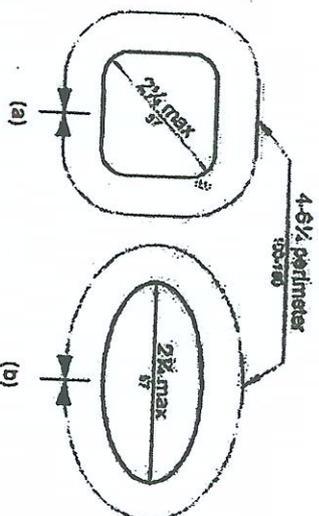
Please find the following report based on our discussion and the site visit on July 18, 2016.

Existing Ramp: The existing ramp to the Kitchen entrance on the building is not compliant for the following reasons:



1. The top of the railing is required to be an uninterrupted surface with a maximum gripping surface as follows:



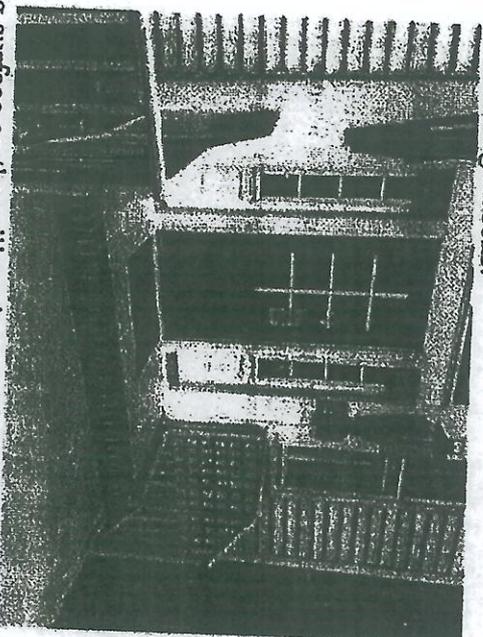


The bottom of the gripping surface on stairs and ramps must not be obstructed for more than 20% of its total length. They may be obstructed along the entire length if the walking slope is less than 1:20.

2. The height of the top railing is compliant.
3. The width of the ramp is compliant, however it is not wide enough to allow for the addition of interior railings to correct Item 1. The total clear width between the handrails must be a minimum of 36".
4. The slope of the existing ramp is compliant.
5. The landing at the top of the ramp is only 48" deep. It needs to be a minimum of 60".
6. The door at the top of the ramp is not compliant.

Main Entry to Community Building: The existing entry to the Community Building is not compliant for the following reasons:

1. The gripping surface on the railings is not compliant. Please reference the images and comments above.
2. The railing to the right of the door is compliant in height and size. Because of the parking area, a horizontal extension on the handrail is not required since it would interfere with the travel path from the existing parking space.
3. The railing on the left is too tall. It should be 38" maximum and the height should be consistent with the other railings.
4. The corners and joints on the railings are sharp. They are required to be "free of sharp or abrasive elements and have rounded edges".



General Notes:

1. The interior transition from the existing Kitchen area to the Community Room is not compliant. If it is not part of the historically significant architecture it should be altered to provide a compliant path.
2. The existing entry to the Town Office is not accessible. As long as any services offered inside of the office are accessible to everyone thru accommodation methods; i.e., video, someone bringing information out to them, having the

3. The interior bathroom re-location and enlargement as discussed is necessary to make the interior fully compliant. Please reference the ADA guidelines in Chapter 6 of the ADA Accessibility Guidelines.
4. The existing Accessible parking space is not compliant for the following reasons:
 - a. The surface is not compacted and slip-resistant.
 - b. There is no signage.

Because of the complexities of making the existing ramp compliant I would suggest altering the Main Entrance to the Community Room. This could be done by enlarging the existing landing area, relocating the sign and extending a ramp in front of the flagpole. The existing accessible space would also need to be relocated to the other side so that it would be accessible to the ramp. I would be happy to review a plan of the proposed alterations/additions for compliance prior to construction.

If you have any questions regarding this letter, please contact me at (302) 739-5644 or (410) 310-8273.

Very truly yours,

Jennifer Lieber
Chief Administrator, AAB

9C.1.7 – State Laws and Regulations

Application for all subdivision shall comply with all applicable State laws and regulations.

ARTICLE 2 - MINOR SUBDIVISIONS

9C.2.0 – REQUIREMENTS FOR MINOR SUBDIVISIONS

A. Application for approval of a Minor Subdivision, as defined in Chapter 9A, shall be made on forms available from the Town and shall be submitted to the Council at least 20 days prior to the next regular meeting of the Council. The Council meets on the first Tuesday of every month. Any such forms submitted less than 20 days prior to the next regular meeting of the Council may not be considered until the next following Council meeting. Applicants are advised that in accordance with Delaware State law and a Memorandum of Understanding between the Town of Bethel and the Delaware Office of State Planning, a State review may also be required.

B. The application shall be accompanied by the fees in the amount specified in Table 2 to this Ordinance. \$250.00

C. The Applicant shall provide the Town with 12 copies of the plan of the proposed Minor Subdivision with 4 signed originals ("the Plan"). The plan shall clearly show lot lines, building locations, landscaped areas, pedestrian walks, easements, abutting streets and special site features of the types identified in §9C.4.0. The copies of the Plan shall be submitted to the Council at the time of application for approval.

D. The Town shall retain two copies of the Plan for public review, one copy for the Town designee, one copy for the Town Solicitor, and shall submit the application and remaining copies to the Commission within 10 business days of first review of the application by the Council.

E. The Commission shall make its recommendations to the Town Council upon the application within 90 days of its submission to the Commission by the Council, unless the Commission decides to extend the ~~deadline~~ for justified reasons. Within 5 business days of making its recommendation to the Council, the Commission shall notify the applicant in writing by certified mail, with return receipt requested, of the recommendations. If an application is deferred, then it will be reconsidered by the Commission at the next scheduled meeting after the reasons for the deferral are addressed in writing by the applicant. Once the Commission's recommendations have been forwarded to the Council for final approval, the Council shall have 90 days from making its decision to notify the applicant of its decision. Upon approval of the Plan by Council, the Council shall sign 3 copies of the approved plan. A copy of the approved signed copy shall be returned to the Applicant, sent to the Commission and retained by Council.

F. The Applicant shall record the signed copy of Minor Subdivision Plans with the Sussex County Recorder of Deeds within 90 days from the date of approval. The Council for good cause, upon request of the Applicant, may extend the time for recording the plan for a period not to exceed another 90 days. If the approved Minor Subdivision plan is not filed with the Sussex County Recorder of Deeds within a 90 day period or an extended period agreed upon with Council for stated reasons, the approval shall become null and void.

G. If the Council disapproves the Plan, a copy of the reasons for disapproval together with a copy of the plan shall be returned by certified mail, return receipt requested, to the applicant. The reasons for disapproval shall be remedied prior to resubmission of the application.

ARTICLE 3 - MAJOR SUBDIVISION SUBMISSION REQUIREMENTS

Major Subdivision Applicants are required to submit the following material.

9C.3.0 - SKETCH PLAN SUBMISSION

*Subdivision Review
50 per 100 sq. ft. of land
be
subdivided*

THE TOWN OF LAUREL
APPLICATION FOR MINOR/MAJOR SUBDIVISION PLAN REVIEW

Date: _____

Application Number: _____
(Town Purposes Only)

Name of Subdivision: _____

Hundred: _____

Location: _____

Tax Map Number: _____

Existing Zoning: _____

Copies of Plan: _____

Copy of Deed or Sales Contract: _____

Copy of Deed Restrictions: _____

Name & Address of Owner: _____

Name & Address of Applicant: _____

Phone Number: _____

Phone Number: _____

Name & address of person responsible for preparing plan: _____

Phone Number: _____

Site Data:

Subdivision Acreage In: _____

Lots: _____

Open Space: _____

Total Gross: _____

Lots Per Acre: _____

Streets: _____

Residual Land: _____

Number of Lots: _____

Minimum Lot Size: _____

Type of Streets: _____ # _____

Type of Water Supply: _____

Type of Sewage Disposal: _____

Preliminary Plan Filing Fee: _____

Receipt Number: _____

Final Plan Fee: _____

Receipt Number: _____

I, the undersigned, hereby certify this application is filed in accordance with the subdivision ordinance of The Town of Laurel.

Signature of owner or applicant: _____

Date: _____

TOWN OF BETHEL DELAWARE

*Also: enforcement
code fee?*

(<http://bethel.delaware.gov>)

Impact Fees

Impact Fees

*Recommend
adding professional
fees incurred
by the town*

| Application Activity Description | Application Fee |
|---|---|
| Subdivision/Rezoning Application Fee | Rezoning and/or Single Family Lot Subdivision \$75; for Minor Subdivision \$250; for Major Subdivision \$400 |
| Subdivision Review | \$.50 per 100 square foot of land to be subdivided. |
| Construction Activity Description | Construction Fee |
| For a one (1) year building permit for new construction, addition and/or renovation with copy of contract (or estimated expense for very small renovations if there is no contract) | \$2 per \$1,000 of cost with a \$100 minimum plus any relevant costs as determined by Sussex County Government. |
| New building impact fee per undeveloped lot for street construction and improvements. | \$500 |
| New building impact fee per undeveloped lot for storm water runoff. | \$.05 per square foot of lot size with a \$200 minimum. NOTE: lands identified as wetlands or within a floodplain are not included in this fee. |
| New building impact fee per undeveloped lot for construction and maintenance of Town buildings, etc. | \$500 |

CHAPTER 1

Attachment F

ANIMALS

Sec. 1-1. Manner of keeping animals.

- (a) No person shall keep or maintain any animal in the Town in such manner so as to become a public nuisance or disturb the peace, comfort or health of any person residing within the town.
- (b) The keeping of all animals within the Town shall be subject to all pertinent regulations of the State Health Department.

* Sec. 1-2. Keeping of certain animals prohibited.

No person shall keep any swine, cow, bull, sheep or other farm animal within the Town without compliance with the Zoning Ordinance.

Note: horse is not listed or defined as a farm animal.

Sec. 1-3. Keeping of fowl regulated.

* No person shall keep within the Town any poultry, fowl, chickens or rabbits without compliance with the Zoning Ordinance.

Sec. 1-4. Keeping of vicious animals prohibited.

No person shall keep any vicious animal, whether owned by him or not, on his premises within the Town.

Sec. 1-5. Diseased animals.

Every person owning or having any animal under his charge within the Town which he knows or suspects has been affected by any communicable disease, in particular by glanders or anthrax, shall isolate the animal from other animals and shall report the existence or suspected existence of such disease to the State Health Department.

Sec. 1-6. Property owner may impound animal.

Any person who finds an animal or fowl on his property to his injury or annoyance may:

- (a) Remove such animal or fowl to an animal shelter, public or private, or,

Note: my "at-a-glance" review and according to committee member, Dave Hilegar there is no zoning ordinance relating to animals within town limits.

(RM)

**Town fo Bethel
Balance Sheet
As of August 1, 2016**

Aug 1, 16

| | |
|---------------------------------------|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | 18,355.77 |
| Bethel Impact Fees | 35,733.85 |
| Bethel Money Market Savings | 58,533.14 |
| Bethel Transfer Fees Account | 45,418.69 |
| Fulton Bank MSA CD | 2,497.79 |
| Fulton Bank Small CD | 20,195.21 |
| Municipal Street Aid Expenses | 14,327.49 |
| Town of Bethel Operating Fund | |
| Total Checking/Savings | 195,061.94 |
| Total Current Assets | 195,061.94 |
| TOTAL ASSETS | 195,061.94 |
| | |
| LIABILITIES & EQUITY | |
| Equity | 195,061.94 |
| TOTAL LIABILITIES & EQUITY | 195,061.94 |

Town Treasurer Report OPERATING FUND JULY 2016

6/30/2016 through 7/31/2016

8/2/2016

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|--------------------------|----------------------|-----|------------------------------------|-----------------------------------|----------|-----|-----------|
| BALANCE 6/29/2016 | | | | | | | |
| 6/30/2016 | Town Operati... DEP | | DEPOSIT | Franchise Fee Comcast Fran... | | | 15,043.76 |
| 6/30/2016 | Town Operati... 2396 | | Wade Contra... Window | Maintenance | | | 2,625.84 |
| 6/30/2016 | Town Operati... 2400 | | Comcast | Phone Fax I... Utilities:Internet | | | -400.00 |
| 6/30/2016 | Town Operati... 2397 | | Delmarva Po... Community ... | Utilities | | | -169.97 |
| 6/30/2016 | Town Operati... 2398 | | TL Hill Servic... Stones for P... | Maintenance | | | -100.54 |
| 6/30/2016 | Town Operati... 2399 | | Copier Printer... Toner | Office Expens... | | | -978.00 |
| 6/30/2016 | Town Operati... 2402 | | Mark Shaver | Reimburse... Park Bench | | | -138.00 |
| 6/30/2016 | Town Operati... 2401 | | Insurance Mar... Business Ins... | Bonding Insur... | | | -284.94 |
| 6/30/2016 | Town Operati... 2403 | | Mary A McCoy | Reimburse... Office Expens... | | | -330.00 |
| 7/5/2016 | Town Operati... 2404 | | Miller's Enterp... Clerical Wor... | 1099 Millers E... | | | -183.99 |
| 7/6/2016 | Town Operati... DEP | | DEPOSIT | Transfer Fro... Impact Fees ... | | | -280.00 |
| 7/11/2016 | Town Operati... DEP | | DEPOSIT | Rental Income Community H... | | | 585.00 |
| 7/11/2016 | Town Operati... DEP | | DEPOSIT | Taxes | | | 100.00 |
| 6/30/2016 - 7/31/2016 | | | | | | | 37.60 |

BALANCE 7/31/2016 15,526.76

TOTAL INFLOWS 3,348.44

TOTAL OUTFLOWS -2,865.44

NET TOTAL 483.00

Treasurer's Report Municipal Street Aid JULY 2016 - Last month

7/1/2016 through 7/31/2016

8/2/2016

Page 1

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|-----------------------------|-----------------------|-----|----------------|------------|---------------|-----|------------------|
| BALANCE 6/30/2016 | | | | | | | 20,698.37 |
| 7/1/2016 | Municipal Stre...2338 | | Delmarva Po... | Street Aid | Street Lights | | -505.03 |
| 7/20/2016 | Municipal Stre...DEP | | DEPOST | Interest | Interest Inc | | 1.87 |
| 7/1/2016 - 7/31/2016 | | | | | | | -503.16 |
| BALANCE 7/31/2016 | | | | | | | 20,195.21 |

TOTAL INFLOWS 1.87

TOTAL OUTFLOWS -505.03

NET TOTAL -503.16

Treasurer's Report Transfer Tax Fee JULY 2016 - Last month

7/1/2016 through 7/31/2016

8/2/2016

Page 1

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|--------------------------|--------------|-----|-------------|--------------|---------------|-----|-----------|
| BALANCE 6/30/2016 | | | | | | | |
| 7/20/2016 | Transfer Tax | DEP | | Transfer Tax | Transfer Fees | | 56,197.81 |
| 7/29/2016 | Transfer Tax | DEP | | Interest | Interest Inc | | 2,331.45 |
| 7/1/2016 - 7/31/2016 | | | | | | | 3.88 |
| BALANCE 7/31/2016 | | | | | | | 58,533.14 |

TOTAL INFLOWS 2,335.33

TOTAL OUTFLOWS 0.00

NET TOTAL 2,335.33

Treasurer's Report Money Market Savings JULY 2016 - Last month

7/1/2016 through 7/31/2016

8/2/2016

Page 1

| Date | Account | Num | Description | Memo | Category | Cir | Amount |
|--------------------------|---------------------|-----|-------------|----------|--------------|-----|------------------|
| BALANCE 6/30/2016 | | | | | | | 35,732.33 |
| 7/29/2016 | Money Market... DEP | | DEPOSIT | Interest | Interest Inc | | 1.52 |
| 7/1/2016 - 7/31/2016 | | | | | | | 1.52 |
| BALANCE 7/31/2016 | | | | | | | 35,733.85 |
| TOTAL INFLOWS | | | | | | | 1.52 |
| TOTAL OUTFLOWS | | | | | | | 0.00 |
| NET TOTAL | | | | | | | 1.52 |

Treasurer's Report Impact Fees JULY 2016 - Last month

7/1/2016 through 7/31/2016

8/2/2016

Page 1

| Date | Account | Num | Description | Memo | Category | Cir | Amount |
|-----------------------------|-----------------|------|--------------------------------|-------------|----------|-----|-----------|
| BALANCE 6/30/2016 | | | | | | | |
| 7/20/2016 | Impact Fees ... | 1001 | Town Of Bethel Municipal Bl... | Maintenance | | | 18,854.99 |
| 7/29/2016 | Impact Fees ... | DEP | Interest | | | | -500.00 |
| | | | | | | | 0.78 |
| <u>7/1/2016 - 7/31/2016</u> | | | | | | | |
| | | | | | | | -499.22 |
| BALANCE 7/31/2016 | | | | | | | |
| | | | | | | | 18,355.77 |

TOTAL INFLOWS 0.78

TOTAL OUTFLOWS -500.00

NET TOTAL -499.22

**Bills to be paid
AUGUST 2016**

| Operating Fund | Vendor | Inv #/Acct # | Amount | Check # |
|----------------|------------------------------|---------------|--------------------|---------|
| | | | | |
| | | | | |
| | DELMARVA POWER | 55008212197 | \$ 23.31 | 2405 |
| | | 55008211793 | \$ 117.79 | |
| | | 55003949144 | \$ 17.64 | |
| | | | \$ 158.74 | |
| | | | | |
| | COMCAST | 09532674919-0 | \$ 160.53 | 2406 |
| | | | | |
| | MILLER'S ENTERPRISES | 201607 | \$ 280.00 | 2404 |
| | | | | |
| | MILLER ENTERPRISES | 201608 | \$ 300.00 | 2407 |
| | | | | |
| | Murray Phillips PA | 4619 | \$ 455.00 | 2408 |
| | | | | |
| | Sussex County Assn of Towns | 119 | \$ 125.00 | 2409 |
| | | | | |
| | TOTAL OPERATING FUND: | | \$ 1,479.27 | |
| | | | | |
| MSA | DELMARVA POWER | 55007810835 | \$496.98 | 2339 |
| | | | | |
| | TOTAL MSA: | | \$496.98 | |