

BETHEL TOWN COUNCIL MEETING MINUTES
Tuesday, March 6, 2018 7:00 P.M.
Community House, 7769 Main Street, Bethel, DE

The meeting was called to order by Council President Jeff Hastings at 7:00 P.M. Phillips led the meeting in the Pledge of Allegiance. Present were Council members Kevin Phillips, Robin Campfield, Mary McCoy and Mark Shaver. Town Attorney Julie Murray was also present.

Diehm's Trash Removal: Bryan Diehm from Diehm's Trash Service in Laurel did a presentation of the services provided. The Town has concerns about the wear and tear on roads. Their price \$65 per quarter for residential recycle and trash pickup and \$62.00 per quarter for senior citizens. They are offering a discount to residents in the Town of Bethel. If 20 residents will contract with their company, then they will reduce the resident's bill to \$58.00 per quarter.

Mary McCoy was sworn in for a new term on the Council by Council President Jeff Hastings.

Organizational Meeting:

President: Jeff Hastings, 5-0
President Pro Tempore: Kevin Phillips, 5-0
Secretary: Mary McCoy, 5-0
Treasurer: Mark Shaver, 3-2
Town Attorney: Julie Murray, 5-0

Secretary's Report: Motion made by Phillips and seconded by Campfield to accept the minutes for the February 6, 2018. Motion passed unanimously.

Campfield mentioned that they are working on the information for the State Archives. She needed all information to be in the office as they are gaps in the minutes. She asked that all information be brought to the office

There was also discussion of another laptop for the Town. The Secretary has a laptop that she uses for the minutes and PDF files. Shaver made a motion to purchase another laptop for use by the Town Clerk, motion seconded by Phillips. Motion passed unanimously.

225th Anniversary: McCoy. We need to plan what we want to do. The first weekend in October is when we had the Heritage Day. We are going to wait until the snowbirds return later in the spring.

Town Clerk Report (copy attached): There has been a problem with the office door where it looks like someone was trying to pry the door open. There was talk of a security system for the Town office. The use of Simpli Safe was discussed.

Ownership of Triangle: McCoy said DELDOT owns the triangle and provided paperwork on the ownership. Murray said that the Church can own it but DELDOT can have an easement. The County website still has it as being owned by the Church. The Church is willing to sign it over to the Town of Bethel. The Church needs to start the process of getting the Church to deed it over to the Town and it is the preparation of the deed. There is a question as to who is the person from the Church who is entitled to sign the deed. Another question is how GMB got permission to do the work on the triangle.

Mosquito Control: There is no DNREC mosquito spraying in Bethel because it kills the bees.

Treasurer's Report (copy attached): Bills to be paid: Motion made by Campfield, seconded by McCoy to pay the bills as listed. Motion passed unanimously. The reports from the various accounts were presented. Motion made by McCoy, seconded by Campfield to accept the Treasurer's reports as presented. Motion passed unanimously.

Municipal Street Aid: We are going to transfer funds from the Municipal Street Aid Money market account to cover expenses in the Street Aid account. We will be getting reimbursed from Community Transportation Fund for street signs so it is a temporary situation that we need funds from the money market account. The money market account has been dormant.

Shaver also suggested that we have Melinda Tingle from Edward Jones come to the next meeting to discuss investment options.

Building Permits: There was one permit for Barbara Webb for a fence for her dog.

Community House: We need to start thinking about doing updates.

Street Signs: New street signs will be picked up this weekend.

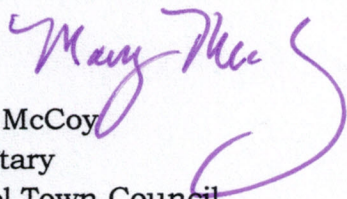
Planning & Zoning Commission: The Planning & Zoning Commission wants to do a questionnaire for the Comprehensive Plan. The original questionnaire was to get an idea of what people wanted from the plan.

Bio Retention: Bess's Buds will be coming to the April meeting to present a maintenance plan. There was discussion of getting the fiscal responsibilities done by the end of the We are contacting GMB. Repairs will be done by April. The island is going to be maintained by any new maintenance agreement. We have \$9,000-10,000 that was held aside by Clean Ventures. We need to return the funds if we are not billed. We need to let them know we want to close the accounting out on June 30, 2018, the end of the fiscal year. We need to send the letter to GMB. The final payment was held out to make sure the vendor made the corrections that the Town had asked for me. That money may be usable for us to repair the Hillegas property.

Old/New Business: There was no new business.

The meeting was adjourned at 8:59 PM.

Respectfully submitted,



Mary McCoy
Secretary
Bethel Town Council

TOWN OF BETHEL

Open Wednesdays 9 AM to 12 PM and 1 to 3 PM

Town Clerk Report, March 6, 2018

Town Calendar for March 2018

Saturday, March 3—Planning & Zoning Agenda Due
Tuesday, March 6—Town Council Meeting at 7 PM
Saturday, March 10—Planning & Zoning Meeting @ 10 AM
Tuesday, March 13—Julie Murray's Birthday
Tuesday, March 15—Delaware Municipal Clerk's Meeting, Smyrna
Tuesday, March 20—Robin Campfield's Birthday
Tuesday, March 27—April Council Meeting Agenda Items Due

Town Calendar for April 2018

Tuesday, April 3—Town Council Meeting at 7 PM
Saturday, April 7—Planning & Zoning Agenda Due
Saturday, April 14—Planning & Zoning Meeting at 10 AM and Community Yard Sale
Tuesday, April 24—May Council Meeting, Agenda Items Due

Historical Marker for Community House

After approval of text, the marker will go to production

Community House

Door needs to be painted and door locks need to be changed; office door as well

Website Maintenance

Notice: Looking for residents to help plan 225th Anniversary Celebration
Added Kevin's number to building permits page
Added Community Yard Sale Information
Added Broad Creek Bike Race
Added Notary Services
Removed duplicate locations in Location Settings and renamed this address as Bethel Community House

Current Filing & Past Filing

Maintained current files and making progress on past files

ENS

56 phone numbers are in my database and we sent out 131 tax invoices
TextNow App

Town Logo

A few layouts for letterhead
Business Cards – I believe \$5.00 additional charge for extra design
Added to email signature

Quickbooks

Install Later

Ownership of Town Triangle

Church owns triangle
Town owns park

Questions:

Mosquito Control Spray: Yes or NO

(302) 877-8139

www.bethel.delaware.gov



PO Box 310, 7769 Main Street
Bethel, DE 19931

1:55 PM
03/06/18

Town of Bethel
Unpaid Bills Detail
As of March 6, 2018

Type	Date	Num	Due Date	Aging	Open Balance
Comcast					
Bill	02/28/2018		03/05/2018	1	139.88
Total Comcast					139.88
Delmarva Power #144					
Bill	02/28/2018	55003...	03/14/2018		20.86
Total Delmarva Power #144					20.86
Delmarva Power #197					
Bill	02/28/2018	20005...	03/14/2018		62.63
Total Delmarva Power #197					62.63
Delmarva Power #793					
Bill	02/28/2018	20005...	03/14/2018		56.24
Total Delmarva Power #793					56.24
Delmarva Power #835 MSA					
Bill	02/28/2018	20093...	03/13/2018		578.90
Total Delmarva Power #835 MSA					578.90
Mark Shaver					
Bill	03/06/2018	flag park	03/16/2018		116.10
Total Mark Shaver					116.10
Miller's Enterprises LLC					
Bill	03/05/2018	48	03/15/2018		221.38
Total Miller's Enterprises LLC					221.38
Wade Construction Services <i>MSA</i>					
Bill	02/28/2018		03/10/2018		2,250.00
Total Wade Construction Services					2,250.00
TOTAL					3,445.99

Town of Bethel Transactions by Account As of February 28, 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Town Operating - 4469									
Bill Pmt -Check	02/06/2018	2565	Absolute Plumbing L...				Accounts Paya...	-203.50	26,486.89
Bill Pmt -Check	02/06/2018	2563	Comcast				Accounts Paya...	-139.88	26,283.39
Bill Pmt -Check	02/06/2018	2564	Delmarva Power #144				Accounts Paya...	-29.99	26,123.51
Bill Pmt -Check	02/06/2018	2564	Delmarva Power #197				Accounts Paya...	-51.70	26,093.52
Bill Pmt -Check	02/06/2018	2564	Delmarva Power #793				Accounts Paya...	-65.84	26,041.82
Bill Pmt -Check	02/06/2018	2569	Laurel Fire Departm...				Accounts Paya...	-75.00	25,975.98
Bill Pmt -Check	02/06/2018	2567	Matheson Tri-Gas D...				Accounts Paya...	-165.91	25,900.98
Bill Pmt -Check	02/06/2018	2566	Miller's Enterprises ...				Accounts Paya...	-100.00	25,735.07
Bill Pmt -Check	02/06/2018	2568	Nicholas A. Kary				Accounts Paya...	-261.63	25,473.44
Deposit	02/07/2018			Charitable Co...			Accounts Paya...	101.80	25,373.44
Deposit	02/07/2018						Undeposited F...	1,011.34	25,475.24
							Comcast Fee ...	19.69	26,486.58
Total Town Operating - 4469								19.69	26,486.58
TOTAL								19.69	26,486.58

Town of Bethel
Transactions by Account
 As of February 28, 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Municipal Street Aid - 4450									
Bill Pmt -Check	02/06/2018	2365	Delmarva Power #8...				Accounts Paya...	-576.40	3,655.30
Bill Pmt -Check	02/06/2018	2364	Douglas O'Neal	Snow Removal			Accounts Paya...	-400.00	3,078.90
								-976.40	2,678.90
Total Municipal Street Aid - 4450								-976.40	2,678.90
TOTAL								-976.40	2,678.90

2:50 PM

03/06/18

Accrual Basis

Town of Bethel
Transactions by Account
 As of February 28, 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Bethel Impact Fees - 0108	02/28/2018			Deposit			Interest Income	0.80	21,024.28
								0.80	21,025.08
Total Bethel Impact Fees - 0108								0.80	21,025.08
TOTAL								0.80	21,025.08

Town of Bethel
Transactions by Account
 As of February 28, 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Transfer Fees - 5143									92,678.92
Deposit	02/07/2018			Deposit			Transfer Taxes...	7,579.44	100,258.36
Deposit	02/28/2018			Deposit			Interest Income	7.26	100,265.62
Total Transfer Fees - 5143									100,265.62
TOTAL									100,265.62

2:48 PM

03/06/18

Accrual Basis

Town of Bethel
Transactions by Account
 As of February 28, 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Money Market Savings-0410	02/28/2018			Deposit			Interest Income	1.37	35,760.73
								1.37	35,762.10
Total Money Market Savings-0410								1.37	35,762.10
TOTAL								1.37	35,762.10