

Town of Bethel Town Council Meeting Minutes
December 7, 2021 | 7:00PM

(1) Meeting Called to Order: The meeting was called to order at 7:00PM by V. Proctor. Present were V. Proctor, E. Whaley, R. Campfield, and Town Clerk, M. Hawkins. Absent were M. Shaver and K. Phillips.

(2) Pledge of Allegiance: The Pledge of Allegiance was led by V. Proctor.

(3) Delaware Community Development Block Grant Program: Mr. Mike Jones from the Sussex County Government presented on the Delaware Community Development Block Grant Program. Mr. Jones explained the guidelines for the program. The Delaware Community Development Block Grant Program funding comes from the United States Housing and Urban Development fund. The Delaware Community Development Block Grant program is for homeowner occupied housing. Mr. Jones stated that the Town must have four property owners to participate in the program.

Several residents and Town Council members asked Mr. Jones questions about the guidelines of the program.

Paper applications are located in the Town Office. Potential applicants may call Sussex County Government directly at (302)-855-7777 to ask questions or receive help in filling out the application.

(4) Secretary's Report: The November meeting minutes will be presented at the January 2022 Town Council meeting.

(5) Town Clerk's Report: Town Clerk M. Hawkins presented the Clerk's report.

R. Campfield made a motion to accept the Clerk's report. E. Whaley seconded the motion and the motion passed unanimously.

A resident asked when the date of the election would be. Town Clerk, M. Hawkins stated that if an election needs to be held, it would take place on February 19, 2022.

(6) Treasurer's Report: The Treasurer's Report will be presented at the January 2022 meeting.

V. Proctor presented the bills to be paid. R. Campfield made a motion to pay the bills as presented. E. Whaley seconded the motion. The motion passed unanimously.

(7) Building Permits: Town Clerk, M. Hawkins reported that there were no new building permits to report..

(8) Community House Renovation Work: Town Clerk M. Hawkins provided an update on the Community House renovation work, stating that the wallboard had been installed.

(9) Review of Pending Complaint Letters: Town Clerk M. Hawkins provided an update relating to the pending complaint letters. She reported that current letters are being processed and will be submitted for Council's review in the near future.

(10) Old/New Business: A resident asked for clarification relating to the complaint letter that would be postponed until the Spring. The resident asked why the complaint was being pushed out to the spring when the plants in question were still in the road, as it is not a seasonal issue. M. Hawkins responded by explaining that a follow-up letter is being issued to differentiate from Spring activities versus issues that need to be addressed immediately. V. Proctor and R. Campfield weighed in on the issue.

A resident asked for clarification on tags and registration relating to vehicles of any kind within Town limits. V. Proctor explained the Town of Bethel's Ordinances relating to the tagging of vehicles and trailers. V. Proctor explained that there is an Ordinance from 1963, still active, that could cover trailers.

A resident stated that several days ago, they brought a camper to their property. A neighboring resident felt that people were residing within the camper and wanted to know if the Ordinances prohibited such activities. V. Proctor asked the camper owner if people were living in the camper. The owner stated that no one was living in the camper, as it was a camper for camping trips. V. Proctor asked if the trailer was tagged. The owner of the camper explained that the camper was tagged and they were currently renovating the camper. V. Proctor pointed out that there are other trailers and campers located around Town and that the revised eight chapters of the Ordinances do not prohibit trailers or campers. R. Campfield stated that untagged trailers and campers were against the Ordinances.

V. Proctor stated that if the Town Council is interested in making an Ordinance relating to trailers and campers, research on what other towns have done needs to be conducted.

A resident asked for a status update for the camper located on West Street. M. Hawkins stated that the Town is waiting for proof of tags from the owner.

A resident asked if information relating to the complaint forms and letters is confidential. M. Hawkins stated that she did not know if Council had made a determination relating to confidentiality. M. Hawkins stated that E. Whaley made an excel form to track complaints internally. The resident asked for clarification on the complaint form process and procedure. R. Campfield stated that the procedure should be posted on the Town's website. M. Hawkins explained the process and agreed that it should be posted on the website.

A resident stated that she was going through old emails and found an email relating to the Comprehensive plan in 2011 and asked if the Council would like a copy of the email. M. Hawkins stated that she would get the information from the resident for Council to review.

(11) Adjourn Meeting: The meeting was adjourned at 7:54PM.