Town of Bethel

Town Council Meeting Minutes

May 2, 2023 – 7:00 p.m.

**1. Meeting Called to Order:** The meeting was called to order at 7:01 p.m. by V. Proctor. Present were V. Proctor; M. Shaver; K. Layfield; P. Kough; K. Phillips; and Bethel Town Clerk, M. Hawkins.

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

**3. Secretary’s Report:** P. Kough presented the April Town Council Meeting Minutes. M. Shaver made a motion to accept the minutes as presented. K. Phillips seconded the motion. The motion passed unanimously.

**4. Town Clerk’s Report:** Town Clerk, M. Hawkins, presented the Town Clerk’s report. P. Kough made a motion to approve the Town Clerk’s report. M. Shaver seconded the motion. It passed unanimously.

**5. Treasurer’s Report**

 **a. Bills to be Paid: K. Layfield** presented the bills to be paid. M. Shaver made a motion to pay the bills as presented. K. Phillips seconded the motion. The motion passed unanimously.

 **b. Treasurer’s Report:** K. Layfield presented the April Treasurer’s Report. P. Kough made a motion to approve the April Treasurer’s Report. M. Shaver seconded the motion. The motion passed unanimously.

**6. Building Permits:** Five building permits were issued in April: Howard Vanderslice, Main Street, fencing for $25.00; Danny and Mary Lecates, Main Street, storage shed, $25.00; Hank Graves, Pine Street, solar panels for $100.00; Stacy Smith, West Street, manufactured shed for storage, $100.00 and an inground pool, $170.00.

**7. Report of Building Hazard Inspection Committee – Chipman Property:** The report was circulated to the Council on May 1, 2023 after the Committee did a reinspection. The next step is to send a notice out to the property owners by certified mail, of whom there are five. M. Hawkins will get the addresses of each property owner so we can send the notice with a copy of the report attached. Vern would like the date of the notice to be next Wednesday, May 10th, and the public hearing Tuesday, May 30th at 7:00 p.m. At this time the owners can make their case to the council about why their property is not a hazard. K. Phillips said we need to design a demolition permit. We will seek the advice of the solicitor regarding the permit. K. Phillips also said we should call DNREC and get traps and get animals trapped and relocated. K. Layfield made a motion to set the public hearing date for Tuesday, May 30th at 7:00 at the Town Hall. K. Phillips seconded the motion. It passed unanimously. K. Layfield and M. Hawkins sent a letter according to Title 21 to the Chipman owners telling them to determine the owners of the car. They are going to send another letter to the five owners.

**8. Sound System:** The new microphones have been received and are in use. M. Hawkins is still working on getting the audio on the website. M. Hawkins will email zoom password to P. Kough on May 3, 2023 so that it can be listened to on zoom. Getting the new monitor and other equipment to project power points, dvds, etc. is on the to-do list. Mark and Kevin are taking care of the upgrades.

**9. Grass Cutting:** Others are not interested in bidding on the grass cutting. It is being done by 302 Yardworks. K. Phillips made a motion for 302 Yardworks to cut grass twice a month and more often if needed at $125 a cutting. The motion was seconded by M. Shaver. The motion passed unanimously.

**10. Message Board:** M. Hawkins contacted ARPA and was told we can use ARPA funds for a message board. She was also told we can invest the funds.M. Shaver is waiting for information from Phillips Sign Company about the message board.

**11. Ordinance Committee:** A meeting was held on April 20th. The Committee is continuing to work on the wording of the ordinance for detached buildings. K. Layfield addressed additional ordinances for Chapter 4, Vehicles. A discussion was held regarding the heavy truck traffic through Town.

**12. Complaints:** Complaints can be put on an excel. A discussion was held regarding enforcing our ordinances.

**13. Town Picnic:** K. Phillips made a motion that the Town Council contribute $100.00 to the Town Picnic. M. Shaver seconded the motion. The motion passed unanimously.

**14. Revised Community Hall Rental Agreement:** M. Shaver made a motion to accept the new contract for the rental of the property 7769 Main Street. K. Layfield seconded the motion. The motion passed unanimously.

**15. Old/New Business:**

a. The trapping of cats will continue when the weather is appropriate.

b. A letter will be sent to 520 Vine Street regarding the grass.

c. K. Layfield would like the statement from Mr. Smith, Town Solicitor, to be more itemized. V. Proctor will call him.

d. P. Kough will check with M. Shaver for a date to have a Town Meeting regarding community activities.

e. R. Campfield wants to make sure that the parking areas for the town are clearly marked to keep people from parking on private property.

**16. Adjourn Meeting:** The meeting was adjourned at 9:11.