Town of Bethel

Town Council Meeting Minutes

June 6, 2023 – 7:00 p.m.

**1. Meeting Called to Order:** The meeting was called to order at 7:00 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 May Town Council Meeting Minutes. M. Shaver made a motion to accept the minutes as presented. P. Kough seconded the motion. The motion passed unanimously. P. Kough presented the May 30, 2023, public hearing minutes. K. Layfield made a motion to accept the May 30, 2023, minutes. 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. K. Phillips seconded the motion. It passed unanimously. The July meeting will be held on Thursday, July 6, 2023.

**5. Treasurer’s Report**

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

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

**6. Building Permits:** A permit for $100 was issued to Henley Graves for the installation of solar panels. A permit for $100 was issued to Mary Jo McCarthy for windows and siding. A permit for $25 was issued to Ed Witalec for patio pavers.

**7. Report of Building Hazard Inspection Committee – Chipman Property:** **Follow Up on Public Hearing:**  The public hearing was held on Friday, May 30, 2023. We got three return receipts from the five owners. No owners appeared at the May 30, 2023, hearing. The Findings and Conclusions of the Building Hazard Inspection Committee were read by V. Proctor and are attached hereto. A motion was made by M. Shaver to approve the findings and conclusions. K. Layfield seconded the motion. The motion passed unanimously.

**8. Complaints: West Street and General Procedures:**  Full council is supposed to be notified of issues. Full council is supposed to make decisions. P. Kough will check the old minutes to see if the procedure changed. V. Proctor will talk to the solicitor about how to proceed. M. Shaver made a motion that we send letters to the owner of both properties on West Street with a cc to the tenant regarding the issues of unrestrained growth of vegetation, debris on the property, condition of the houses and the cats being fed, among other things. K. Layfield seconded the motion. The motion passed unanimously.

**9. Ordinance Committee:** P. Kough made a motion to set a first reading date for the new ordinance 9A.3.5 at 7:00 p.m. two weeks from tonight, June 20. K. Layfield seconded the motion. The motion passed unanimously. The Ordinance Committee is still working on the vehicle ordinance. K. Layfield is contacting Seaford to see how they have worded their ordinance.

**10. Delmarva Power and Light Wire Replacement:** A discussion was held regarding the Delmarva Power and Light wire replacement.

**11. Old/New Business:**

**Watershed Alliance –** P. Kough will tell Beth Wasden to keep the roses in the Triangle Park. P. Kough will also show Beth Wasden where the water source is in the Town Park.

**Community House Audio/Visual Center –** P. Kough will get pricing information on the components.

**Sign –** P. Kough made a motion to proceed with the purchase of the outdoor digital sign using ARPA funds. K. Layfield seconded the motion. The motion passed unanimously.

**Cats -** Gina Anderson has not responded to P. Kough. P. Kough will go to the SPCA in Georgetown to get further information.

**Chipman Property Vegetation –** K. Layfield made a motion to send a letter to the Chipmans regarding the vegetation overgrowth. M. Shaver seconded the motion. The motion passed unanimously.

**Mowing on School and High Streets. M. Hawkins will make a phone call to Blue Hen regarding mowing this property.**

**Demolition permit** - M. Hawkins will ask the clerks of other towns about their forms. K. Layfield will also see what she can find.

**Welcome to Bethel sign on other side of the** bridge – The sign is covered with vines. K. Phillips will look at it.

**12. Adjourn Meeting:** The meeting was adjourned at 9:03.