

Town of Bethel

Town Council Meeting Minutes

November 7, 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. Representatives of the Sussex County Community Development & Housing Division:** Mike Jones of the Community and Development and Housing Department spoke about the Rehabilitation Program. Mr. Jones gave an overview of the requirements to take part in this program. He stated that in order to take advantage of this program the residents have to live in the house for at least a year.

- 4. Secretary's Report:** M. Hawkins presented the October 3, 2023 Town Council Meeting Minutes. P. Kough made a motion to accept the October 3, 2023 minutes as corrected. K. Layfield seconded the motion. The motion passed unanimously.

- 5. Town Clerk's Report:** Town Clerk, M. Hawkins, presented the Town Clerk's report. M. Shaver made a motion to approve the Town Clerk's report. K. Phillips seconded the motion. The motion passed unanimously.

- 6. Treasurer's Report**
 - a. Bills to be Paid:** K. Layfield presented the bills to be paid. P. Kough 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 October Treasurer's Report. M. Shaver made a motion to approve the October Treasurer's Report as submitted. K. Phillips seconded the motion. The motion passed unanimously.

7. Building Permits: One permit was issued to Mary McCoy for porch renovation in the amount of \$25.00.

8. Chipman Property Status: The house has been demolished and most of the vegetation has been cleared.

9. Complaints: V. Proctor heard from Mike Smith about disclosing names of people making complaints. The gist is that the Delaware Attorney General said there is no legal right to confidentiality, but it may be more prudent to keep the names out.

10. Ordinance Committee: Truck Limits Ordinance - Title 21, section 4-4. The full council has to schedule the public hearing date. Clarification will be made to section B as to the commercial district. V. Proctor stated that after this clarification is made it should be sent to the Town's solicitor.

11. Building Hazard Inspection Committee: 918 West Street - V. Proctor referenced the report and pictures that were sent to Town Council members. We received the report on November 1. Notice needs to be made to the owner within 10 days. Twenty days after the date of the notice to the property owner there has to be a public hearing. The Notice should be sent tomorrow and then a public hearing can be scheduled for Monday, November 27th at 7:00 at the Bethel Community House.

12. Planning and Zoning: Comprehensive Plan – V. Proctor went over the plan for content, and I went over it for punctuation and spelling.

13. TV, computer hookup for Community House – It should all be done within a week or two.

14. Neighborhood Watch - A Petition was presented to the rest of the Council by K. Layfield entitled “Responding to the Needs and Wants of the Residents of Bethel With Regard to Existing Charter and Ordinances of the Town.” K. Layfield was the only member of Council who had prior knowledge of this petition. A copy of the petition and signatures is attached to these minutes.

15. Election - Martha will let us know when to make a filing for Intent to File.

16. Old/New Business:

a. Keys to bulletin board - M. Shaver will talk to Merlin about putting in new locks.

b. Feral Cats: Traps have been put out, but no cats have been trapped.

17. Adjourn Meeting: The meeting was adjourned at 8:54.