Town of Bethel

Town Council Meeting Minutes

January, 14 2025 — 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; K. Phillips; K. Layfield; P. Kough; M. Shaver; and 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 December 3, 2024 Town Council Meeting Minutes, the December 23, 2024 Public Reading of Building: Procedures and Hazardous Structures, Chapter 2, Sections 2-2 (a), (c), and (d), and December 30, 2024 Public Hearing Hopkins Property. M. Shaver made a motion to approve the minutes of December 23, 2024 as corrected. K. Phillips seconded the motion. The motion passed unanimously. M. Shaver made a motion to accept the minutes as corrected for the December 30 2024 meeting. K. Phillips seconded the minutes. The motion passed unanimously. M. Shaver made a motion to accept the December 3, 2024 minutes as corrected. P Kough seconded the motion. The motion passed unanimously.
4. Town Clerk's Report: Town Clerk, M. Hawkins, presented the Town Clerk's report. K. Phillips made a motion to approve the Town Clerk's report. M. Shaver seconded the motion. The motion passed unanimously.

# Treasurer's Report

1. 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.
2. Treasurer's Report: K. Layfield presented the December 2024 Treasurer's report. M. Shaver made a motion to approve the Treasurer's report as submitted. P. Kough seconded the motion. The motion passed unanimously.
3. Building Permits: No permits were issued this month.
4. Bracken Property Status: The Brackens have agreed that the buildings on the property should be torn down. They plan to keep the land. They expect to get hereto begin work the second half of January. V. Proctor sent an email to EllieBracken today. She is going to send us a complete copy of the engineer's report of 10 years ago that said any repairs would equal the cost of a complete rebuild. She also sent a list of contents of the house and the date of the last visit which was May of 2023. We have agreed to give her suggestions of people who can help with the cleanout and the demolitions.
5. Town Dock Status: Still looking for financing. The cost came in at just under $150,000.00. Nanticoke Watershed Alliance was sent a proposal. Lisa Wool got an email with documents about the cost and surveys and dock measurements and design and they have not heard from her yet. K. Layfield will give Lisa Wool a call and see where she is and whether or not she needs help. Other discussion was held regarding contracts for the marine construction of the dock replacement.
6. Complaints: No new complaints this month.
7. New Leaf Solar Farm: The project is currently on hold with the County.
8. Ordinance Committee: M. Shaver made a motion to approve Section 2-2 of Buildings: Procedures and Hazardous Structures Chapter 2, Sections 2-2 (a), (c), and (d). P. Kough seconded the motion. The motion passed unanimously.

Marijuana amendments. V. Proctor has done some research, and we need a public hearing on the pluses and minuses of an opt out. The council is supposed to take an additional vote of whether they want to proceed. They have to pass an ordinance that goes to the Governor's office. The ordinance takes effect if there is no action within 30 days. V. Proctor would like to run this past the Town Solicitor. V. Proctor will contact the Town Solicitor regarding the marijuana ordinance.

1. Planning and Zoning Commission: Status of Comprehensive Plan Update:

M. Hawkins typed up the revised comprehensive plan. Steve Beers sent it to Laurel and Sussex County last week. Steve Beers has not heard back from them.

1. Old/New Business:

Kevin Phillips will continue to be a Town Council member, and Linda Crawshaw will be the new Town Council member. Kathy Layfield has asked Ed Witalec if he will fill the opening on the Planning and Zoning Commission. V. Proctor has also volunteered to serve on the Planning and Zoning Commission.

1. Adjourn Meeting: The meeting was adjourned at 8:04 p.m.

2/4/2025 7:50 PM 

CHAPTER 2

BUILDINGS: PROCEDURES AND HAZARDOUS STRUCTURES

The Town of Bethel repeals the previous ordinances Chapter 2, Sections 2-2 (a), (c), and (d) adopted September 7, 2021, and replaces them with these Chapter

2, Sections 2-2 (a), (c), and (d).

The Town of Bethel does hereby ordain:

Building Permits Required

(a)No person shall construct, modify, or demolish any structure within the Town limits without first having secured a Bethel building permit in accordance with this Section.

1. Before applying for a Bethel building permit for construction of a new house, the applicant shall submit a copy of the approved Sussex County building permit for the proposed house construction. Upon receipt of a copy of such County building permit, the Town (acting either as a body or through a designee appointed by the Council) shall conduct a review of the proposed new construction for approval of a Bethel building permit. In connection with its review, the Council or its designee, in their discretion, may require the applicant to submit the following documentation: surveys, blueprints, architectural drawings, and estimates for costs of completion. Work on the project may commence once the Council (acting as a body or through its designee) has approved the Bethel building permit application.
2. For projects other than construction of a new house, the applicant shall first apply

for a Bethel building permit as provided in subsection (c) of this Section. No work on the project may commence until (i) copies of all required Sussex County permits relating to the project are submitted to the Town of Bethel, and (ii) the Council (acting as a body or through its designee) has approved the Bethel building permit application.

Public Reading Date: December 23, 2024

Date Adopted by Bethel Town Council: January 14, 2025

Secretary: