MINUTES
-MONTHLY TOWN COMMISSIONERS' MEETING
at the Dewey Beach Lifesaving Station
#1 Dagsworthy Avenue,
Dewey Beach, DE. 19971
Friday, August 10, 2018
6:00 P.M.

Convene Town Commissioners' Meeting

Roll Call/Opening Ceremonies/Pledge/Moment of Silence Audio Recording Mark (ARM): 00:04 -Audio 1 of 2 – Present: Commissioner Bauer, Commissioner Riordan, Commissioner Persinger, Commissioner Cooke, Mayor Redefer, Town Manager Scott Koenig, Town Solicitor Fred Townsend

Adoption of Agenda ARM: 01:12 -Audio 1 of 2 - Motion by Commissioner Bauer to adopt the agenda. Seconded by Commissioner Riordan. The vote carried unanimously.

Approval of: ARM: 01:43 -Audio 1 of 2

- May 22, 2018 Special Town Commissioners' Meeting Minutes Motion by Commissioner Persinger to approve the May 22, 2018 Special Town Commissioners' Meeting Minutes. Seconded by Commissioner Riordan. The vote carried unanimously.
- July 13, 2018 Monthly Town Commissioners' Meeting Minutes Motion by Commissioner Persinger to approve the July 13, 2018 Monthly Town Commissioners' Meeting Minutes with edits to a few minor typos. Seconded by Commissioner Cooke. The vote carried unanimously.
- July 25, 2018 Town Commissioners' Meeting and Public Hearing Minutes Motion by Commissioner Bauer to approve the July 25, 2018 Town Commissioners' Meeting and Public Hearing Minutes. Seconded by Commissioner Persinger. The vote carried unanimously.

Announcements and Updates: ARM: 03:03 -Audio 1 of 2

- 2018 Municipal Election Deadlines and Activities updates Update by Beverly Corelle, Election Board Chair
- Upcoming Events update Update by Mayor Redefer
- Center for the Inland Bay
- Agreed Upon Procedures Update Update by Mayor Redefer
- Comprehensive Development Plan update Update by Mayor Redefer
- Impervious Driveway Entrance update Update by Mayor Redefer
- End of Season Party Update by Mayor Redefer

Public Comments ARM: 07:36 -Audio 1 of 2- Gary Talley, Diane Hanson, Nancy McCloskey, Dennis Trencher

Action and/or Discussion Items:

1. Discuss and possibly vote to accept the Town's Fiscal Year 2018 audited financial statement and *Independent Accountant's Report on Applying Agreed-Upon Procedures. ARM: 14:14 -Audio 1 of 2 - Overview by Audit Committee Chair, Larry Silver, and TGM Group representative, Roy Geiser.

ARM: 54:19- Motion by Commissioner Persinger to accept the Independent Accountants Report on Applying Agreed Upon Procedures with the following conditions: Within the next five months, the Town Manager shall work with the Police Department to identify items that were acquired through the Law Enforcement Support Office (LESO) and are now owned by the Town, for which there are specific, identifiable, and demonstrable needs. The inventory of items included as a supporting document for the April 14, 2018 Commissioners meeting shall serve as the basis for this determination. The list of these items and their use shall be provided to the Commissioners. Within the next eight months, all remaining items shall be disposed of as appropriate and any funds generated from the disposal of these items shall be provided to the Town for deposit in the Police Restricted Fund. The Town Manager shall propose a threshold value for Commissioners' approval, and the value of each individual item exceeding the threshold shall be reported to the Commissioners. Seconded by Commissioner Cooke. Discussion followed. Vote 2-3 with Commissioner Bauer, Commissioner Riordan and Mayor Redefer opposing. The motion did not carry.

ARM:1:03:26- Motion by Commissioner Bauer to accept the Independent Accountants Report on Applying Agreed Upon Procedures as is. Seconded by Commissioner Riordan. The vote carried unanimously.

ARM:1:04:22- Motion by Commissioner Bauer to send the Independent Accountants Report on Applying Agreed Upon Procedures back to the Audit Committee for their review and recommendations. Seconded by Commissioner Cooke.
01:08:06- Motion by Commissioner Bauer to amend the motion to require that within the next five months, the Town Manager shall work with the Police Department to identify items that were acquired through the Law Enforcement Support Office (LESO) and are now owned by the Town, for which there are specific, identifiable, and demonstrable needs. The inventory of items included as a supporting document for the April 14, 2018 Commissioners meeting shall serve as the basis for this determination. The list of these items and their use shall be provided to the Commissioners. Within the next eight months all remaining items shall be disposed of as appropriate and any funds generated from the disposal of these items shall be provided to the town for deposit in the Police Restricted Fund. The Town Manager shall propose a threshold value for Commissioners' approval, and the value of each individual item exceeding the threshold shall be reported to the Commissioners Seconded by Commissioner Cooke. Discussion followed. Vote carried unanimously.

ARM: 1:08:15- Overview by TGM Group Representative, Roy Geiser and Audit Committee Chair, Larry Silver regarding the Financial Audit.
Motion by Commissioner Bauer to accept the Town's Fiscal Year 2018 audited financial statement. Seconded by Commissioner Cooke. The vote carried unanimously.

ARM: 1: 25:51- Motion by Commissioner Persinger to direct the Town Manager to review and take appropriate action relative to the following actions derived from recommendations included in the Phase I agreed upon procedures report by the TGM Group:

1. Revisit the Council's decision to engage an accounting firm rather than hiring a Finance Director to ensure timely, accurate, and transparent financial reporting and make recommendations as appropriate.
2. Develop a formal accounting procedures and policy handbook to include at a minimum specific focus on internal controls, including those related to cash and property/capital assets.

Seconded by Commissioner Cooke. The vote carried unanimously.

2. Discuss and possibly vote to increase the towns' participation in the Sea Witch Squeezer festivities to include parade participation during the October 26-28, 2018 event. ARM: -Audio began on Audio 1 of 2 at 1:27:51, and carried over onto Audio 2 of 2 00:01 –Overview by Carol Everhart of the Rehoboth Beach - Dewey Beach Chamber of Commerce and Kelly Raneiri of the Dewey Beach Business Partnership. Motion by Commissioner Bauer to have Kelly Raneiri of the Dewey Beach Business Partnership meet with Town Manager Scott Koenig to see what the town can afford to do to participate. Seconded by Commissioner Cooke. The vote carried unanimously.

3. Discuss and possibly vote to reappoint Bob Day, Sally Read, and Kay Sullivan as the Election Officials for the 2018 Dewey Beach Municipal Election. ARM: 12:02 -Audio 2 of 2 – Motion by Commissioner Cooke to reappoint Bob Day, Sally Read, and Kay Sullivan as the Election Officials for the 2018 Dewey Beach Municipal Election. Seconded by Commissioner Persinger. The vote carried unanimously.

4. Discuss updates coming out of the June 22, 2018 Charter and Code Review Ad Hoc Committee and Town Commissioners' Joint Workshop. Discuss sections of the Town Code that should be addressed. ARM: 12:42 -Audio 2 of 2 – Overview by Commissioner Persinger. Consensus to add this agenda item to the next Town Commissioners' Meeting.

5. Discuss Resolution 190, regarding employee bonuses, to include possible recommendations to amend and/or rescind the Ordinance in a future meeting. ARM: 19:40 -Audio 2 of 2 - Overview by Town Manager Scott Koenig followed by discussion among Commissioners. No action to take place at this time. Consensus among Commissioners for the Town Manager to come up with a written recommendation regarding employee bonuses.

6. Discuss the status of our current Investment Policy to include review of the Town Code and Town Charter as related. ARM: 34:30 -Audio 2 of 2- Overview by Town Manager Scott Koenig. Concensus for the Town Manager to work with the Investment Committee to review the current Investment Policy.

7. Review the July 20, 2018 Budget and Finance Committee meeting minutes and discuss possible next steps. ARM: 46:33 -Audio 2 of 2 – Overview of the July 20, 2018 Budget and Finance Committee Meeting minutes by Mayor Redefer.

8. Discuss the current Conditional Use process and possibly vote to establish a Committee to review current practices. ARM: 1:06:46 -Audio 2 of 2 - Discussion began. No vote.

9. Discuss recommendations from the Infrastructure Committee: ARM: 1:18:01 -Audio 2 of 2 – Discussion began.
   a. To install backflow prevention devices to be installed in the McKinley Avenue outfall pipes to address flooding due to extreme high Rehoboth Bay tides.
   b. To direct the Town Manager to reach out to the Center for the Inland Bays and other entities for a solution to the erosion of the shoreline at the west end of McKinley Avenue.

c. To direct the Town Manager to reach out to the Center for the Inland Bays and other entities for a solution to the flooding on all bayside streets. Consensus among the Commissioners to direct the Town Manager to look into obtaining information on what the land elevation/hydraulics are in the location where the Infrastructure Committee recommends installation of the outfall pipes on McKinley Avenue. Also to direct the Town Manager to obtain a quote of how much the installation will cost, and information related to what the installation will accomplish.

10. Committee Reports ARM: 1:22:18 -Audio 2 of 2 – No reports

11. Town Manager Comments ARM: 1:22:19 -Audio 2 of 2 – No comments

12. Commissioners' Comments ARM: 1:22:22 -Audio 2 of 2
    a. Commissioner Paul Bauer Comments
    b. Commissioner Dale H. Cooke Comments
    c. Commissioner Gary Persinger Comments
    d. Commissioner Courtney Riordan Comments
    e. Mayor TJ Redefer Comments

Adjourn Town Commissioners' Meeting ARM: 1:30:50 -Audio 2 of 2 – Motion by Commissioner Bauer to adjourn the Town Commissioners' Meeting. Seconded by Commissioner Cooke. The vote carried unanimously.