MINUTES
EXECUTIVE SESSION, PUBLIC HEARING and MONTHLY TOWN
COMMISSIONERS’ MEETING
at the Dewey Beach Lifesaving Station
#1 Dagsworthy Avenue
Dewey Beach, DE. 19971
Friday, December 15, 2017
Executive Session to begin at 5:00P.M.
Public Hearing to begin at 6:00P.M.
Town Commissioners’ Meeting to begin immediately following the Public Hearing

Convene Town Commissioners’ Meeting

Roll Call

Adoption of Agenda

Convene Executive Session

- Pursuant to 29 Del. C. §10004(b)(4) Executive session involving legal advice or opinion from an attorney-at-law, with respect to pending or potential litigation, when an open meeting would have an adverse effect.

- Pursuant to §10004(b)(9) personnel matters in which the names competencies and abilities of individual employees are discussed.

- Pursuant to 29 Del. C. §10004(b)(9) discussion of Town personnel matters regarding of terms and conditions of employee contracts.

Adjourn Executive Session

Re-convene Town Commissioners’ Meeting Video Recording Mark (VRM): 01:37

Roll Call/Opening Ceremonies/Pledge/Moment of Silence VRM: 01:48- Present: Commissioner Bauer, Commissioner Persinger, Commissioner Cooke, Mayor Redefer, Legal Counsel William Pepper. Absent: Commissioner Riordan

Convene Public Hearing VRM: 02:25- Discussion among Commissioners.

   VRM: 28:59- Motion by Commissioner Cooke to send the discussed Comprehensive Development Plan changes to Chris Fazio to create a new Comp Plan draft so that a draft may be able to be approved at the January 13th Town Meeting, and sent to the state. Seconded by Commissioner Persinger. VRM: 30:28- Motion by Commissioner Cooke to amend the motion to state: send discussed changes to Chris Fazio, and have Chris send the changes back for discussion among Commissioners at the January meeting, and possibly vote at the February meeting. Seconded by Commissioner Bauer. The vote carried unanimously.

Close Public Hearing VRM: 31:01
Approval of: VRM: 31:01 - Discussion began.

- September 13, 2017 Executive Session Meeting Minutes
  Postponed until the January 13th Town Commissioners’ Meeting

- October 7, 2017 Executive Session Meeting Minutes
  Postponed until the January 13th Town Commissioners’ Meeting

- October 14, 2017 Executive Session Meeting Minutes
  Postponed until the January 13th Town Commissioners’ Meeting

- October 14, 2017 Town Commissioners’ Meeting Minutes
  VRM: 35:08 - Motion by Commissioner Cooke to accept the October 14, 2017 and November 11, 2017 Town Commissioners’ Meeting Minutes as written. Seconded by Commissioner Bauer. The vote carried unanimously.

- November 11, 2017 Town Commissioners’ Meeting Minutes
  See above

Announcements and Updates: VRM:36:54-

- Announcement regarding the passing of resident, Mr. Danaher - by Mayor Redefer
- Announcement regarding receiving a card of appreciation - by Mayor Redefer
- Update regarding the Rehoboth Beach Volunteer Fire Company donation drive - by Mayor Redefer
  VRM: 39:53 - Motion by Commissioner Bauer for the town to donate $15,000 to the Rehoboth Beach Volunteer Fire Company. Seconded by Commissioner Cooke. The vote carried unanimously.
- Dewey Beach Enterprise Construction Status Update VRM: 52:30 - Overview and update by Richard Forsten

Public Comments VRM: 43:21 - Public Comment(s) from: Gary Talley, Steve Montgomery

Regular Agenda:

1. Discuss and possibly vote to appoint/retain an Interim Town Manager. VRM: 47:29 - Motion by Commissioner Persinger to designate Dale Cooke to perform the duties of Town Manager for the next 30-60 days, and that he be compensated at the rate at which the former Town Manager was paid. Seconded by Commissioner Bauer. The vote carried 3-1 with Commissioner Cooke abstaining.

2. Discuss and possibly vote to recommend to the Governor appointment/re-appointment of the Alderman. VRM: 1:12:46 - Motion by Commissioner Cooke to reappoint Catherine Hester as the Alderman with an appointment of a two year term by adopting Resolution 194. Seconded by Commissioner Persinger. The vote carried unanimously.
3. a. Discuss and possibly vote to engage an auditing firm to perform "certain agreed upon procedures audits" of financial accounts of the Police Department, Beach Patrol and Building Official as recommended by the Audit Committee (specific recommendation pending the outcome of December 7, 2017 Audit Committee meeting). VRM: 1:16:53- Discussion began. VRM: 1:39:11- Motion by Commissioner Bauer to engage an auditing firm to perform certain agreed upon procedures audits of financial accounts of the Police Department, Beach Patrol and Building Official as recommended by the Audit Committee, and to additionally audit where the path leads the audit committee. Seconded by Commissioner Cooke. The vote carried unanimously.

b. Discuss and possibly vote to engage an auditing firm to perform audits of financial accounts of remaining departments of Town Hall. VRM: 1:40:38- Motion by Commissioner Bauer to engage an auditing firm to perform audits of financial accounts of remaining departments of Town Hall as set forth in the December 9th engagement letter from TGM Group. Seconded by Commissioner Cooke. The vote carried unanimously.

4. Discuss and possibly vote to approve proposal(s) for a consultant to conduct a comprehensive review of the police department, beach patrol, and code enforcement department policies and procedures. VRM: 1:41:20- Postponed

5. Discuss and possibly vote to appoint/re-appoint members to the Town Manager Search Ad Hoc Committee. VRM: 1:45:03- Motion by Commissioner Cooke to create the Town Manager Search Ad Hoc Committee with the Chair being Karen Kruger, members being Marty Seitz, Jimmy O’Conor, Steve Montgomery, Lanie Odum, Dell Tush and Dave Davis, and Commissioner Bauer as the Commissioner Liaison. Seconded by Commissioner Persinger. The vote carried unanimously.

6. Discuss and possibly vote to approve the 2018 Town of Dewey Beach business license application form. 1:46:49- Motion by Commissioner Cooke to approve the 2018 Town of Dewey Beach business license application form and attachments. Seconded by Commissioner Persinger. The vote carried unanimously.

7. Discuss and possibly vote to accept a proposal for a ten month contract of landscaping/beautification in Dewey Beach. VRM: 1:47:49- No vote. Consensus among Commissioners to repost the bid to bring back to the January Town Commissioners’ Meeting for a possible vote.

8. a. Discuss and possibly vote to create a Charter and Code Review Ad Hoc Committee.

b. Discuss and possibly vote to appoint a Charter and Code Review Ad Hoc Committee Chair, members, Commissioner Liaison, and committee goals. VRM: 1:49:50- Motion by Commissioner Cooke to create the Charter and Code Review Ad Hoc Committee with the Chair being David King, members being Bill Gailbrith, Jimmy O’Conor, Marcia Schieck, and Debbie Knight.

9. Review the current:

   a. Town of Dewey Beach residential rental license application and discuss any changes to consider for the 2018 application. Public Comment VRM: 1:51:42- Consensus among Commissioners to amend the 2018 residential rental license application to add in language stating "with the owner’s permission" after "Inspections per Section 117-4 of the Dewey
Beach Code of Ordinances amended December 2015, rental properties may be inspected periodically.

b. Town of Dewey Beach residential rental license safety certification affidavit and discuss any changes to consider for the 2018 application. Public Comment No discussion.

c. Town of Dewey Beach commercial rental license application and discuss any changes to consider for the 2018 application. Public Comment No discussion.

10. Commissioners’ Comments: VRM: 2:00:00
   a. Commissioner Paul Bauer Comments
   b. Commissioner Dale H. Cooke No comments
   c. Commissioner Gary Persinger No comments
   d. Commissioner Courtney Riordan Not present
   e. Mayor TJ Redefer Comments

Adjourn Town Commissioners’ Meeting VRM: 2:01:55- Motion by Commissioner Cooke to adjourn the Town Commissioners’ Meeting. Seconded by Commissioner Persinger. The vote carried unanimously.