



SUSSEX COUNTY COUNCIL

AGENDAS & MINUTES

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, NOVEMBER 29, 2011

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, November 29, 2011, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

Michael H. Vincent	President
Samuel R. Wilson, Jr.	Vice President
George B. Cole	Councilman
Joan R. Deaver	Councilwoman
David Baker	County Administrator
Todd F. Lawson	County Administrator Appointee
Susan M. Webb	Finance Director
Everett Moore	County Attorney

The Invocation and Pledge of Allegiance were led by Mr. Vincent.

Call to Order

Mr. Vincent called the meeting to order.

M 626 11 Amend and Approve Agenda

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to amend the Agenda by deleting "Industrial Park Lease Negotiation – 21628 Baltimore Avenue" under Todd Lawson, County Administrator Appointee; by deleting "Job Applicants' Qualifications, Personnel and Land Acquisition" under Executive Session; and to approve the Agenda, as amended.

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

Minutes

The minutes of November 15, 2011 were approved by consent.

Corre- spondence

Mr. Moore read the following correspondence:

ELVA L. DORMAN, SEAFORD, DELAWARE.

RE: Letter to Sussex County Community Development and Housing in appreciation of repairs and upgrades to her home.

ANNE GRYZON, SAFE HAVEN ANIMAL SANCTUARY OF SUSSEX COUNTY, GEORGETOWN, DELAWARE.

RE: Letter regarding their new facility and the County's dog control contract.

**Employee of
the Quarter
Economic
Develop-
ment
Incentives**

The County Council recognized Keith Moore, Assistant Director of Finance, Employee of the Quarter (Fourth Quarter 2011).

Mr. Baker reported that on October 25th, the Council reviewed a proposal on guidelines for economic development incentives and he noted that the proposal has been revised for presentation on this date.

Mr. Baker reviewed the proposal for Economic Development Incentive Options (draft as of November 23rd):

I. Goal – to provide supplemental economic incentives for businesses based on new employment in Sussex County.

1. Provide a County incentive primarily based on new revenues generated by the business.

2. Maximum amount of \$800 per new full-time employees with benefits.

3. Possible conditions:

a. Subject to committee review and County Council approval on a case-by-case base.

b. Company must provide at least ten new full-time positions – with benefits – to qualify.

c. Contingent on review of company financial plan, history, and benefit to Sussex County; does not apply to non-profit organizations.

d. Incentives would be discontinued if company falls below job number expectations or fails to meet required objectives.

e. Claw back recovery provision if they do not meet job numbers during first three years.

**Economic
Develop-
ment
Incentives
(continued)**

- f. Complete project within one year of building permit issuance.**
- g. Property owner must be current with all County accounts at a zero balance.**
- h. Subject to availability of County funds.**
- 4. Incentives could include the following, subject to a maximum of \$800.00 per new job.**
 - a. County portion of property tax on new construction or renovations for a maximum of ten years.**
 - 1. Graduated property tax abatement over ten years, i.e. 100 percent year one reduction, and 90 percent year two reduction.**
 - b. School district match of County property tax abatement, subject to approval of the school district.**
 - c. County fee reduction – committee could recommend to County Council reduction of associated Building Permit, Building Code, Zoning, and Sewer review and inspection fees.**
 - d. Sewer connection fees – possible phasing of collection, i.e. 25 percent due with building permit, with remainder due annually on prorate basis within three years.**
 - e. Industrial Revenue Bond fees – reduction where applicable.**
 - f. County economic development loan low interest rate – one percent**
 - g. Expedited County review**
 - h. Economic Development Fund**

Mr. Baker explained that the goal of this proposal would be to provide some supplemental incentives for businesses on a case-by-case basis, including supplementing other programs, especially by the State of Delaware, which is expected to provide greater incentives due to the income tax base for the State. The County's goal is to encourage new business/more jobs in Sussex

County.

Mr. Baker reviewed comparisons with other plans, i.e. City of Seaford, Town of Georgetown, City of Wilmington, New Castle County, Kent County, and City of Dover.

**Economic
Develop-
ment
Incentives
(continued)**

Mrs. Deaver questioned if an ordinance is required to allow for the tax abatement. Mr. Baker responded that an ordinance would not be required as incentives for businesses would be considered on a case by case basis; would be reviewed by an Economic Development Committee; and would be presented to the County Council for approval. Mr. Baker noted that the proposal is similar to what has been done in the past; however, it provides more guidelines for the future. Mr. Vincent noted that it would be a *policy*.

**M 627 11
Approve
Guidelines
for
Economic
Develop-
ment
Incentives**

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, that the Sussex County Council approves guidelines for economic development incentives to be used on a case by case basis subject to approval by the Sussex County Council with the goal to encourage additional business employment in Sussex County.

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

**Adminis-
trator's
Report**

Mr. Baker read the following information in his Administrator's Report:

1. Caroling on The Circle – December 5, 2011 – 6:30 p.m.

The annual Caroling on The Circle program will occur at 6:30 p.m. on The Circle in Georgetown on December 5, 2011. This is a free event sponsored by the Sussex County Council each year. We welcome and encourage everyone to attend, and suggest that individuals bring a food item for the less fortunate if they can afford to do so. At the Caroling on The Circle program, *The Reminders* and the *Georgetown Middle School Combined Choir* will be playing. Hot chocolate and cookies will be served at the Georgetown Fire Hall after the program.

2. Michael A. Izzo, P.E. – 2011 Government Engineer of the Year

As per the attached News Release, the Delaware Engineering Society will be honoring Mr. Michael A. Izzo, P.E., County Engineer, as the 2011 Government Engineer of the Year for Delaware. Mr. Izzo oversees the County's Engineering Department which over the past several years has been instrumental in handling large projects funded with Federal American Recovery Act funds, including the Johnson's Corner Sanitary Sewer District, expansion of the Oak

Orchard Sanitary Sewer District, the new Angola Sanitary Sewer District, and the Inland Bays Wastewater Facility upgrade and expansion. In order to qualify for this grant and low- interest funding, extra Federal requirements during a short timeframe were met. We wish to congratulate Mr. Izzo on this well-deserved honor.

Adminis-
trator's
Report
(continued)

3. Sussex County Council Updated Community Data Sheets

Attached are updated and revised Community Data sheets for Sussex County, Delaware. This information is available on the County's website. It is designed to provide information about our County, especially to new businesses who are interested in Sussex. Please contact Ms. Julie Wheatley if you have any questions or concerns regarding this item.

4. Elroy Collick – County Pensioner

We regret to note that Mr. Elroy Collick passed away on November 26, 2011. Mr. Collick worked as a Custodian with the Buildings and Grounds Department from May of 1985 until October 2003. Services will be held on Saturday, December 3, at United Deliverance Bible Center, 532 West 7th Street, Laurel, Delaware, with a viewing from 11:00 a.m. to 1:00 p.m. and funeral services at 1:00 p.m. We wish to express our sincere condolences to Mr. Collick's family and friends.

5. Mary E. McCabe – County Pensioner

We also regret to note that Mrs. Mary E. McCabe who worked as an Assessor for Sussex County Council from 1983 until she retired in February of 1999 passed away on November 20, 2011. We wish to express our condolences to Mrs. McCabe's family and friends as well.

[Attachments to the Administrator's Report are not attachments to the minutes.]

Draft
Ordinance
Regarding
Electronic
and
Message
Board
Signs

Lawrence Lank, Director of Planning and Zoning, presented a draft ordinance to allow electronic message displays in off-premises signs (billboards), but only if applied for and approved as part of a special use exception. Currently, off-premises signs are only allowed in the C-1, CR-1, LI-1, LI-2 and HI Districts as a special use exception approved by the Board of Adjustment; they are not permitted at all in the remaining districts. Electronic message displays are currently permitted in several districts for on-premises signs. This ordinance amendment just adds an additional subsection to Section 159.5 of the Sussex County Code that already contains the existing requirements for the off premises sign special use exception process.

A discussion was held regarding off-premises billboards and what is permitted on the face of the boards. Mr. Moore stated that the County Code is silent as to what is permitted. For this reason, there has been confusion as to what is and what is not allowed.

**Draft
Ordinance
(continued)**

Mr. Lank explained that the ordinance amendment would allow off-premises signs (generally “billboards”) to have electronic message display capabilities, if applied for and approved by the Board of Adjustment as part of a special use exception (requiring a Public Hearing). “Electronic message display” is a defined term in Section 115-157 of the Code, and includes LED signs and signs that can change mechanically and introduced.

Mr. Cole stated that, if the Council chooses to introduce this draft ordinance, then another draft ordinance should be written to prohibit electronic message display on off premises signs. Further, he stated that the public hearings on both ordinances should be held at the same time.

**Introduction
of Proposed
Ordinance**

Mr. Wilson introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND CHAPTER 115, ARTICLE XXI, SECTION 159.5B OF THE CODE OF SUSSEX COUNTY REGARDING ELECTRONIC MESSAGE DISPLAY ON OFF PREMISES SIGNS”.

**Proposed
Ordinance/
Scheduling
of Public
Hearing**

It was the consensus of the Council to delay the scheduling of the Public Hearings on the Proposed Ordinance until a second draft ordinance can be introduced, after which time, both ordinances would be scheduled for Public Hearing.

**Board of
Adjustment
Candidate
Interview**

Mr. Lawson stated that the Council is scheduled to interview Norman “Bud” Rickard on this date as a candidate for appointment to the Board of Adjustment.

Mr. Rickard retired from the County in 2009 after serving for 15 years in the Planning and Zoning Department. During that time, he served as Chief Planning Inspector, Secretary to the Board of Adjustment and as the Board of Adjustment Operations Coordinator.

Mr. Lawson stated that Mr. Rickard is being recommended by Councilman Cole for this position; if his appointment is approved, he would replace Ronald McCabe on the Board of Adjustment.

It was noted that, previously, interview questions were provided to Mr. Rickard.

Mr. Rickard responded to the interview questions asked by Mr. Vincent and answered additional questions asked by Council members.

Mr. Cole spoke in support of Mr. Rickard’s appointment to the Board and he commented on Mr. Rickard’s character and work ethic.

**Approve
Appointment to
Board of
Adjustment**

A Motion was made by Mr. Cole, seconded by Mrs. Deaver, that the Sussex County Council approves the appointment of Norman “Bud” Rickard to the Sussex County Board of Adjustment as the District 4 member, effective January 1, 2012 through June 2014.

Motion Adopted: 4 Yeas, 1 Absent.

**M 628 11
(continued)**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea**

**Wastewater
Agreement**

Hal Godwin, Deputy County Administrator, presented a Wastewater Agreement for the Council’s consideration.

**M 629 11
Execute
Agreement/
Seagrass
Plantation**

A Motion was made by Mr. Cole, seconded by Mrs. Deaver, based upon the recommendation of the Sussex County Engineering Department, for Sussex County Project No. 81-04, Agreement No. 502-4, that the Sussex County Council execute a Construction Administration and Construction Inspection Agreement between Sussex County Council and Corona Seagrass Plantation, LLC, for wastewater facilities to be constructed in Seagrass Plantation, Revision 2 – Phase 3, located in Holts Landing Sanitary Sewer District.

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea**

**Dog
Control
Contract
Renewal
Proposal**

Eddy Parker, Director of the Assessment Division, and Alan Holloway, Constable, were in attendance to discuss the 2012 proposal for Dog Control Services in Sussex County. Mr. Parker advised that, if approved, the 2012 Contract with Kent County SPCA/Delaware Animal Care Control would be the second and final extension of the original contract. It is proposed that total expenses for the Year 2012 would be \$669,231.00 which would include vehicle mileage, personnel costs, animal housing and care, and support cost (management and general support).

A discussion was held regarding a request from Safe Haven Animal Sanctuary of Sussex County that the Council consider only extending the current contract with Kent County SPCA for 6 months, until July 1, 2012, “so that their local Sussex organization and shelter can bid on the contract in order to provide the community with the highest quality service, support the local economy, save more animals’ lives, and save taxpayer dollars”.

In regards to Safe Haven, Mr. Parker commented that he would prefer to see the organization up and running and fully operational so that they would have a track record to consider.

Mr. Parker also commented that the County had a smooth transition into the dog control program with Kent County SPCA and that few complaints have been received.

It was noted that, for the dog control program during the last contract year, the County spent approximately \$669,000.00. The County's only revenues are license fees and the County took in approximately \$120,000.00 during the contract year, resulting in an approximate annual deficit of \$549,000.

**Dog
Control
Contract
Renewal
(continued)**

Mr. Parker stated that that a Request for Proposals (RFP) for the Dog Control Contract will be issued in the Summer of 2012.

A Proposed Motion was read by Mr. Parker.

**M 630 11
Extend
Dog
Control
Contract**

The Motion was made by Mr. Cole, based on the recommendation of the Director of the Assessment Division, that the Sussex County Council agrees to extend the existing (Dog Control) Contract with Delaware Animal Care Control for a period of one year commencing on January 1, 2012 through December 31, 2012; this shall be the final extension of the original Dog Control Contract.

Pass Gavel

Mr. Vincent passed the gavel to Mr. Wilson.

**Second to
Motion**

Mr. Vincent seconded the Motion.

**Call for
Vote**

Comments were made by Council members.

Mr. Wilson called for the vote on the Motion.

**M 630 11
Vote
on Motion**

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

Pass Gavel

Mr. Wilson passed the gavel back to Mr. Vincent.

**Fine Bar
Screen for
SCRWF/
Bid
Results**

Michael Izzo, County Engineer, presented the bid results for Sussex County Project No. 11-08, Bar Screen for the South Coastal Regional Wastewater Facility. Two bids were received and the low bidder was Headworks, Inc. of Houston, Texas in the amount of \$117,127.00 (Base Bid); the contingent bid item for equipment assessment (in one year) was in the amount of \$2,800.00. (Total Alternate Bid Amount - \$119,927.00)

The Engineer's Estimate for the project was \$155,000.00 (Total Alternate Bid Amount). Mr. Izzo noted that the equipment was budgeted in the Fiscal 2012 Budget.

M 631 11

**Award
Bid/
Fine Bar
Screen for
SCRWF**

A Motion was made by Mrs. Deaver, seconded by Mr. Cole, based upon the recommendation of the Sussex County Engineering Department, that Sussex County Project No. 11-08, Bar Screen for the South Coastal Regional Wastewater Facility, be awarded to Headworks, Inc. of Houston, Texas, at the alternate bid amount of \$119,927.00.

Motion Adopted: 4 Yeas, 1 Absent.

**M 631 11
(continued)**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea**

**OOSD
Contract
Change
Order**

Michael Izzo, County Engineer, presented a Balancing Change Order for the Oak Orchard Sanitary Sewer District Expansion (River Road Sewer Extension – Contract 09-15), which was completed last year. Mr. Izzo noted that the Balancing Change Order, in the credit amount of \$13,725.74, never formally came before the County Council.

**M 632 11
Approve
Balancing
Change
Order/
OOSD**

A Motion was made by Mr. Cole, seconded by Mr. Wilson, based upon the recommendation of the Sussex County Engineering Department and its Consultant, CABA Associates, Inc., that the Balancing Change Order for Sussex County Project No. 09-15, Oak Orchard Sanitary Sewer District Expansion – River Road, be approved at a credit amount of \$13,725.74, which decreases the final contract to \$416,132.11 and increases the contract time by 47 calendar days, pending receipt of approval from the funding agencies.

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea**

**Pump
Station 30
Improve-
ments &
Forcemain/
Contract**

Michael Izzo, County Engineer, presented a Contract Amendment with Whitman, Requardt & Associates to perform Construction Administration and Inspection. He noted that this work is for the Pump Station 30 Upgrade that was awarded to Bearing Construction and the Force Main Contract that was awarded to Bunting & Murray Construction. The total amount of the Contract Amendment is \$497,352.00.

**M 633 11
Approve
Contract
Amendment
with
WR&A/
Pump
Station 30
Improve-
ments &**

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, based upon the recommendation of the Sussex County Engineering Department, that the Sussex County Council President be authorized to execute a Contract Amendment with Whitman, Requardt & Associates LLP for the South Coastal Planning Area for Construction Administration and Resident Contract Administration for Pump Station No. 30 Improvements and Forcemain and at a cost not to exceed \$497,352.00.

Motion Adopted: 4 Yeas, 1 Absent.

**Forcemain
Project**

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

**Grant
Requests**

Mrs. Webb presented grant requests for the Council's consideration.

M 634 11

**Community
Grant**

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to give \$500.00 (\$250.00 each from Mr. Vincent's and Mr. Phillips' Community Grant Accounts) to Sussex Central Pop Warner for program expenses.

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

M 635 11

**Community
Grant**

A Motion was made by Mr. Wilson, seconded by Mr. Cole, to give \$1,500.00 from Mr. Wilson's Community Grant Account to the City of Milford for the Milford Museum's programs and exhibits.

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

M 636 11

**Community
Grant**

A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to give \$1,000.00 from Mr. Vincent's Community Grant Account to the Seaford Historical Society for the Western Sussex Byway/Corridor Management Plan.

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

M 637 11

**Community
Grant**

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to give \$1,000.00 (\$500.00 each from Mr. Wilson's and Mr. Phillips' Community Grant Accounts) to the Greater Georgetown Chamber of Commerce for Christmas parade expenses.

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea

M 638 11

**Community
Grant**

A Motion was made by Mr. Cole, seconded by Mr. Wilson, to give \$500.00 (\$100.00 from each Community Grant Account) to the Southern Delaware Choral Society for programs and concerts.

Motion

Withdrawn

Mrs. Deaver stated that she would like to give \$600.00 to the Southern Delaware Choral Society. Mr. Cole and Mr. Wilson withdrew their Motions.

M 639 11

**Community
Grant**

A Motion was made by Mrs. Deaver, seconded by Mr. Wilson, to give \$1,000.00 (\$600.00 from Mrs. Deaver's Community Grant Account and \$100.00 each from Mr. Cole's, Mr. Phillips', Mr. Wilson's and Mr. Vincent's Community Grant Accounts) to the Southern Delaware Choral Society for programs and concerts.

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Absent; Mr. Wilson, Yea;
Mr. Vincent, Yea**

**Introduction
of Proposed
Ordinances**

Mr. Cole introduced the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A THERAPY OFFICE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LITTLE CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 5.397 ACRES, MORE OR LESS" (Conditional Use No. 1919) filed on behalf of Dr. Kerri Kennard.

Mrs. Deaver introduced the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A STORAGE GARAGE FOR TRUCKS AND EQUIPMENT AND A PARKING AREA TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 1.35 ACRES, MORE OR LESS" (Conditional Use No. 1920) filed on behalf of Collins 54, LLC.

The Proposed Ordinances will be advertised for Public Hearing.

**Additional
Business**

Under Additional Business, Mr. Cole questioned the status of the Short Line Rail and rail service in Georgetown. Mr. Lawson replied that the idea is being explored as a tourist attraction, not as a commuter rail.

Mr. Cole read the following correspondence:

**VILLAGE IMPROVEMENT ASSOCIATION OF REHOBOTH BEACH,
DELAWARE.**

RE: Letter in appreciation of grant.

M 640 11

Go Into Executive Session **At 11:16 a.m., a Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to recess the Regular Session and to go into Executive Session for the purpose of discussing pending/potential litigation.**

Motion Adopted: 4 Yeas, 1 Absent.

M 640 11 (continued) **Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea; Mr. Phillips, Absent; Mr. Wilson, Yea; Mr. Vincent, Yea**

Executive Session **At 11:20 a.m., an Executive Session of the Sussex County Council was held in the Second Floor Conference Room for the purpose of discussing pending/potential litigation. The Executive Session concluded at 11:25 a.m.**

M 641 11 Reconvene Regular Session **At 11:27 a.m., a Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to come out of Executive Session and to reconvene the Regular Session.**

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea; Mr. Phillips, Absent; Mr. Wilson, Yea; Mr. Vincent, Yea

Executive Session Issue(s) **Mr. Moore reported that, during Executive Session, the Council discussed ongoing litigation.**

M 642 11 Adjourn **A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to adjourn at 11:29 a.m.**

Motion Adopted: 4 Yeas, 1 Absent.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea; Mr. Phillips, Absent; Mr. Wilson, Yea; Mr. Vincent, Yea

Respectfully submitted,

**Robin A. Griffith
Clerk of the Council**