

**TOWN OF HOUSTON  
MINUTES OF MEETING**

**January 16, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, January 16, 2014.

**PRESIDING:** Mayor Connie Morgan

**IN ATTENDANCE:** Councilpersons Angelo Abbate, and Greg Gilmore.

**Call to Order**

Mayor Morgan called the meeting to order at 7:34 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

Minutes were presented by Abbate for December 2013 regular meeting.

Motion to approve minutes as printed by Gilmore, seconded by Morgan and carried.

**Monthly Reports**

**Treasurer.** Tabled till February meeting.

**Bills**

Secretary, Tax Collector, Treasurer

L&W Insurance

Delmarva Power

Peninsula Oil & Propane

Motion to pay bills by Abbate seconded by Gilmore and carried.

**Tax Collector-** Abbate reported he collected a total of \$ 836.10 in taxes and fees the payment breakdown was attached to the packet.

Realty Transfer Tax, November 2013 - \$1856.25, December 2013 - \$816.75.

Motion to accept Tax Collectors Report made by Gilmore seconded by Morgan and carried.

**Building Permits-** 57 Sunset Ave, Sylvester, Fence.

**Code Enforcement-** No Code Issues.

**Correspondence:**

Comcast Rate Increase

Kent County Planning Services Storm Water Maintenance

Kent County Planning Services Public Hearing Radio Station

Dept. of Elections election guideline information

**Old Business**

**Peninsula Disposal:** No new problems.

**Holiday Decoration Contest Winners:** 1<sup>st</sup> place Moore, School St., 2<sup>nd</sup> place Reed, Railroad Ave., 3<sup>rd</sup> place Sapp, School St.

**New Business:**

**Tax Ditch Information:** Tabled to a later date

**Comprehensive Plan.** Tabled to a later date

**Filing for Council: February 22, 2014, Mayor Seat, Councilmember Jester, Councilmember Riley Seats.**

**Public Comment**

No Comments

**Council member comment and update session**

Comments were offered by Gilmore for noise complaint at the corner of Pine & Front St.

**Adjourn:** A motion by Abbate seconded by Gilmore to adjourn and carried at 8:14 p.m.

Submitted,  
Angelo Abbate

February Regular Meeting  
Houston Town Council  
Cancelled Due to Weather

**TOWN OF HOUSTON  
MINUTES OF MEETING**

**March 6, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, March 6, 2014.

**PRESIDING:** Councilperson Angelo Abbate

**IN ATTENDANCE:** Councilpersons Angelo Abbate, Tracy Riley and Greg Gilmore.

**Call to Order**

Councilmember Abbate called the meeting to order at 7:30 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

February meeting was cancelled due to inclement weather and therefore there are no February minutes for approval. Motion to approve January minutes by Riley, seconded by Gilmore and carried.

**Monthly Reports**

**Treasurer.** Riley reported there is \$20,184.38 in the General Account, \$19,098.85 in Municipal Street Aid, and \$78,948.31 in Realty transfer. Motion to approve report by Gilmore, seconded by Abbate and carried

**Bills**

Delaware State Police for January 31, 2014

Peninsula Oil & Propane

Motion to pay bills by Abbate seconded by Gilmore and carried.

**Tax Collector-** Abbate reported there were no taxes collected in January or February. There was no Realty Transfer Tax for January and no statement was available for February as of yet.

Motion to accept Tax Collectors Report made by Riley seconded by Gilmore and carried.

**Building Permits-** No building permits issued.

**Code Enforcement-** No Code Issues.

**Correspondence:**

**Mosquito Control:** Abbate sent paperwork off to acquire mosquito control for another year.

**Old Business**

**Peninsula Disposal:** No new problems.

**Filing for Council:** February 22, 2014, Mayor Seat, Councilmember Jester, Councilmember Riley Seats. Councilmember Jester re-filed. There will be no need for an election. Motion to accept filing was made by Abbate, seconded by Gilmore and carried. One open council position remains.

**Outstanding Taxes:** Final Notice letters to be sent out on the outstanding balances with a due date of March 31, 2014.

**New Business:**

**Tax Ditch Information:** Members of DNREC present survey information and present preliminary findings on draining and offered plans on catch basins and pipe systems with cost estimates. For all four systems the preliminary basic construction costs are \$3 million. It was suggested to have a town meeting for town residents to be able to sit in on an informational session with members of DNREC to answer questions or concerns.

**Comprehensive Plan:** Overdue for review of plan. Options are to have a public meeting to review plan - if no changes are needed then file a resolution until 10 year review, second option is to do a plan amendment, and third option is a plan update with a new plan. Best choice would be to review plan and file resolution while working on the needed update by 2017. Review is tabled for April meeting.

**Action on March Election:** No election needed. Paperwork may need to be filed with Department of Elections.

**Public Comment**

No Comments

**Council member comment and update session**

Abbate – Fire Company Ladies Night 22<sup>nd</sup>, budgeted \$3000.00 for donation.

**Adjourn:** A motion by Gilmore seconded by Riley to adjourn and carried at 9:33 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON**  
**MINUTES OF MEETING**

**April 3, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, April 3, 2014.

**PRESIDING:** Councilperson Angelo Abbate

**IN ATTENDANCE:** Councilpersons Angelo Abbate, Tracy Riley and Greg Gilmore.

**Call to Order**

Councilmember Abbate called the meeting to order at 7:36 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

March minutes were not available and will be available at May meeting.

**Monthly Reports**

**Treasurer.** Riley reported there is \$14,631.81 in the General Account, \$19,098.85 in Municipal Street Aid, and \$80,036.60 in Realty transfer. Motion to approve report by Gilmore, seconded by Abbate and carried.

**Bills**

Delmarva Power

Peninsula Oil & Propane

Dave Marvel – Snow Removal

Motion to pay bills by Gilmore seconded by Abbate and carried.

**Tax Collector-** Abbate reported there were \$1,245.96 collected in March for Travers and Smith/Stevens property via Sheriffs Office. Certified Letters are being sent out for the 7 large past due accounts.

Motion to accept Tax Collectors Report made by Riley seconded by Gilmore and carried.

**Building Permits-** Fence for VanVorst @ 9 Sleepy Hollow Drive and Siding for Pate @ 11 Legend Lane

**Code Enforcement-** Schwan property trash in back yard.

**Correspondence: No new correspondence**

**Old Business**

**Comprehensive Plan:** Post notice that review will be scheduled for a resolution next month. Dave Mitchell needs minutes from 2010 meeting when annexation was struck down.

**Tax Ditch:** Scheduling of meeting date to review options should be separate from regular town meeting. Mayor Morgan will give dates. Put back on agenda for May town meeting.

**New Business:**

**Appointment of Council Positions & Committees:** Jester not in attendance to be sworn in. Riley's seat will be vacant after tonight, however she will remain until Mayor Morgan returns. Town Auditor to be tabled. Jaime King of Tunnel/Razor nominated as Town Solicitor by Abbate and seconded by Gilmore and carried. Motion for Board of Health to remain Town Board by Abbate, seconded by Gilmore and carried. Motion for Lay Member of Board of Adjustment be Tony Nixdorf by Abbate, seconded by Riley and carried. Motion for Secretary and Tax Collector to remain Angelo Abbate by Gilmore, seconded by Riley and carried. Abbate nominated Riley for Treasurer, seconded by Gilmore and carried. Mayor, Vice Mayor, and Town Auditor tabled.

**Trash Cleanup:** First weekend in June (June 6-8, 2014). Bobby Outten will donate \$500 toward cost. Abbate will get in contact with Peninsula for cost of large dumpster.

**Begin Review for FY '15 budget, taxes, and fees:** Scheduled for May 1, 2014 meeting.

**Scheduling of public hearing for adoption of FY '15 Budget and FY '15 Taxes and fees:** Schedule with Tax Ditch Meeting and vote on June 5, 2014 meeting.

**Public Comment**

Nixdorf of 267 and Eisenbrey of 281 Broad Street have trash cans that were broken by trash company and collects water. Abbate will contact Peninsula for them to bring new cans.

**Council member comment and update session:**

No comments.

**Adjourn:** A motion by Riley seconded by Gilmore to adjourn and carried at 8:21 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON  
MINUTES OF MEETING  
May 15, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, May 15, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Angelo Abbate, Carroll Jester and Greg Gilmore.

**Call to Order**

Mayor Morgan called the meeting to order at 7:36 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

March and April minutes were presented and a motion to approve was made by Jester seconded by Gilmore and carried.

**Monthly Reports**

**Treasurer.** Report presented showing: \$9,650.82 in the General Account, \$12,434.27 in Municipal Street Aid, and \$80,123.26 in Realty transfer. Motion to approve report by Abbate, seconded by Jester and carried.

**Bills**

Delmarva Power

Peninsula Oil & Propane

Motion to pay bills by Jester seconded by Gilmore and carried.

**Tax Collector-** Abbate reported there was \$146.94 collected in April for Faulkner. Certified Letters went out for the 7 large past due accounts. 2015 tax bills were presented for approval. Abbate reported that 32 Broad Street was going to Sheriff Sale 06/05/2014.

Motion to accept Tax Collectors Report made by Jester seconded by Gilmore and carried.

**Building Permits-** Shed - Thompson property at 11 Legend Lane, Kent County was contacted by Abbate for (3) properties building or remodeling without a permit. Vanvorst at 481 Railroad Ave. Accessory Building, Rockaway Likeness LLC for 130 Mill Street and 1255 Pine Street, Renovations on both.

**Code Enforcement-** No properties for April, (6) postings for grass (2) for trash posted 5/14 to be reported at June meeting. A motion to approve building permit and code enforcement reports was made by Jester, seconded by Gilmore and carried.

**Correspondence: Book from Widener Univ.**

**Old Business**

**Appointment of vacant council seats:** Connie Morgan was nominated by Jester and seconded by Abbate to fill one of the vacant council seats, nominations were closed and appointment carried. Tony Nixdorf was nominated by Jester and seconded by Gilmore for the second vacant council seat, nominations were closed and appointment carried.

**Appointment of council positions and committees:**

1. A motion to appoint Connie Morgan as Mayor was made by Jester, seconded by Abbate and carried.
2. A motion to appoint Carroll Jester as Vice Mayor was made by Abbate, seconded by Gilmore and carried.
3. Nominations opened for the appointment Town Auditor motion by Jester seconded by Abbate to table and carried.
4. Nominations opened for the appointment Treasurer, motion by Abbate seconded by Gilmore to table and carried.

**Scheduling of public hearing for FY 2015 Budget, Taxes and Fees:** Post notice in local papers and (2) locations for the first reading of Ordinance 14-01 relating to the adoption of the Houston Budget and Chapter 175; Fees for Fiscal Year 2014-2015. Special meeting June 05, 2014 at 7:00 PM, and the second reading and possible adoption at the 7:30 Regular Meeting of the Town Council.

**Comprehensive Plan:** Resolution 2014-001 "Rewrite of the Comprehensive Plan for the Town of Houston" was presented by Abbate; a motion to adopt was made by Gilmore, seconded by Jester and carried. A copy of the adopted resolution will be sent to David Edgell (OMB).



**Tax Ditch:** As there is no State or Federal funding for the proposed tax ditch, the cost to implement the plans cannot be raised by the town. A motion for Mayor Morgan to contact State and County officials to notify that a public meeting would not be needed and the Town would not be pursuing the issue any further unless emergency or public funding becomes available was made by Jester, seconded by Abbate and carried.

**Follow up regarding damaged trash cans:** Abbate reported contacting Peninsula to replace damaged cans.

**Town clean-up event:** Abbate reported a 30 yard dumpster would cost \$149.00 each pickup and \$104.00 per ton for trash. Yard waste same pickup cost and \$65.00 per ton. Date for event June 6<sup>th</sup> – 8<sup>th</sup>. A motion to proceed with the event was made by Gilmore seconded by Jester and carried.

#### **New Business:**

**Begin Review for FY '15 budget, taxes, and fees:** Mayor Morgan presented recommendations for the FY 2015 budget. Discussion of changes followed. Due to changes in Municipal Street Aid Funds (MSAF) spending allowance a tax increase of \$.03 per \$100.00 assessed value was recommended, and a \$40.00 per household increase for Trash and Recycle Fees was also recommended.

**Trash Cans for Houston United Methodist Church:** Town will supply the churches in the town limits with a waste and recycle can for trash service upon request for such. The motion was made by Jester, seconded by Gilmore and carried.

#### **Public Comment**

No comments.

#### **Council member comment and update session:**

Town Yard sale June 21, 2014, 7:00 a.m. until?

Jester reported being contacted by property owner on Richardson Street about rocks be thrown in their yard. Someone has been throwing rocks from the drive at 59 Richardson Street. The town does not have any ordinance on the subject. It was recommended to involve the police resolve the issue.

**Adjourn:** A motion by Jester seconded by Abbate to adjourn and carried at 8:54 p.m.

Submitted,  
Angelo Abbate

## TOWN OF HOUSTON

MINUTES OF PUBLIC HEARING for the 1<sup>st</sup> reading of Ordinance 14-01

**June 05, 2014**

The Public Hearing of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, June 05, 2014 at 7:00 p.m.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Angelo Abbate, Greg Gilmore and Tony Nixdorf.

### Call to Order

Mayor Morgan called the meeting to order at 7:00 p.m.

### NEW BUSINESS:

**Ordinance 14-01:** FY 2014-15 Budget relating to the adoption of the Town of Houston Budget and Chapter 175: Fees of the Code of the Town of Houston. Proposed changes to Chapter 175: Fees

Waiving the reading of Ordinance 14-01 due to no public interest was made by Abbate, seconded by Gilmore and carried.

Proposed changes to the printed Chapter 175 Fees were discussed:

- ❖ Line item **Property tax Rate** from **\$0.12** per \$100 assessed value to **\$0.15** per \$100 assessed value.
- ❖ Line item **Trash or Recycle Receptacle Fee** of \$10 each to be deleted in its entirety.
- ❖ Line item **Trash / Recycle Fee (annual)** from **\$210** to **\$250** (annually).
- ❖ Paragraph #; sentence (2) Additional receptacles shall be billed at a rate of \$10.00 per each receptacle to be deleted in its entirety.

A motion to accept the proposed changes to Chapter 175 Fees was made by Abbate seconded by Gilmore and carried.

The proposed budget FY' 14-15' was discussed and an estimated total income of \$72,723.00 included the proposed changes to the Chapter 175 Fees. Expenditures were discussed based on the proposed income. Total expenditures of \$72,645.00 were proposed.

**Adjourn:** With no further discussion, Mayor Morgan declared the 1<sup>st</sup> reading of the public hearing for Ordinance 14-01 adjourns at 7:15 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON**  
**MINUTES OF MEETING**

**June 05, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, June 05, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Angelo Abbate, Greg Gilmore and Tony Nixdorf.

**Call to Order**

Mayor Morgan called the meeting to order at 7:37 p.m. followed by Pledge of Allegiance and Invocation.

Tony Nixdorf was sworn in as a council member by Mayor Morgan.

**Approval of Previous Minutes**

May minutes were not available and will be available at the July meeting.

**Monthly Reports**

**Treasurer.** No treasurer's report due to the resignation of the treasure.

**Bills**

Delmarva Power

Peninsula Oil & Propane

Independent News (Public Hearing notices)

Supplies for tax bills & postage

Justin King (mowing)

Motion to pay bills by Abbate seconded by Gilmore and carried.

**Tax Collector-** Abbate reported there was \$419.08 collected in May for Ellerbusch and Dietz. Outstanding balance through 5/31 was \$6,798.28. No Real Estate Transfer Tax of May has been received to date.

Motion to accept Tax Collectors Report made by Gilmore seconded by Nixdorf and carried.

**Building Permits-** Rockaway Likeness LLC for 130 Mill Street and 1255 Pine Street, Renovations on both and Perry, 1286 Pine Street, Deck. No word on VanVorst property.

**Code Enforcement-** (6) postings for grass (2) for trash posted 5/14.

Properties cut by Justin King:

- ❖ Daniel John P & Rosanna Marshall (2) properties (the old mill) TM# 5-11-181.11-01-21.00000 and 5-11-181.11-01-03.00000.
- ❖ Johnson Joyce D 79 Wharton St. TM#5-11-181.07-01-63.00000
- ❖ McFarland Lisa B 349 Broad St. TM# 5-11-181.07-01-06.00000

New posting 6/5 at 131 Railroad Ave. complaint, rear yard brush & weed growth.

Mayor Morgan lodged a complaint about the tree overgrowth along Pine Street; Abbate will talk to property owner about the problem.

Abbate will no longer be able to post code violations due to work scheduling; Jester had stated at the May meeting he could post properties if needed. Nixdorf expressed interest in helping.

A motion to approve building permit and code enforcement reports was made by Gilmore, seconded by Nixdorf and carried.

**Old Business**

**Public hearing for the 2<sup>nd</sup> reading of Ordinance 14-01 FY 2015 Budget, Taxes and Fees:** Call to order Ordinance 14-01 relating to the adoption of the Houston Town Budget and Chapter 175; Fees for Fiscal Year 2014-2015.

**Appointment of Town Positions, Auditor & Treasure** Tabled until interested parties is found.

**Town clean-up event:** Abbate reported the dumpsters would be delivered 6/6, (2) will be delivered one for trash and one for yard waste.

**Annual Town Yard Sale:** June 21, 2014 from 7:00 a.m. until?

**Follow up regarding damaged trash cans:** Nixdorf reported no delivery had been made to date; Abbate will contact Peninsula to replace damaged cans.

**New Business:**

**Discussion and possible adoption of Ordinance 14-01 FY '14-'15 budget, taxes, and fees:** Mayor Morgan presented recommendations from the Public Hearing on the FY 2014-2015 budget and Chapter 175 Fees. Discussion of changes followed. **Ordinance 14-01:** FY 2014-15 Budget relating to the adoption of the Town of Houston Budget and Chapter 175: Fees of the Code of the Town of Houston. Proposed changes to Chapter 175: Fees

Proposed changes to the printed Chapter 175 Fees were discussed:

- ❖ Line item **Property tax Rate** from **\$0.12** per \$100 assessed value to **\$0.15** per \$100 assessed value.
- ❖ Line item **Trash or Recycle Receptacle Fee** of \$10 each to be deleted in its entirety.
- ❖ Line item **Trash / Recycle Fee (annual)** from **\$210** to **\$250** (annually).
- ❖ Paragraph #; sentence (2) Additional receptacles shall be billed at a rate of \$10.00 per each receptacle to be deleted in its entirety.

The proposed budget FY '14-'15 was discussed and an estimated total income of \$72,723.00 included the proposed changes to the Chapter 175 Fees. Expenditures were discussed based on the proposed income. Total expenditures of \$72,645.00 were proposed.

A motion to accept the proposed Ordinance 14-01 the FY '14-'15 Budget and Chapter 175 Fees was made by Abbate seconded by Gilmore and carried.

**Public Comment**

No comments.

**Council member comment and update session:**

Abbate reported he had been contacted by State Rep. Jack Peterman's office to use Street Funding to fix the concrete curb along Broad Street in front of 66 Broad Street.

Mayor Morgan reported on the receipt of the resolution for the rewrite of the Town's Comp. Plan from the Office of Management and Budget. Due date for the rewrite will be before July 2017.

**Adjourn:** A motion by Abbate seconded by Gilmore to adjourn and carried at 8:06 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON  
MINUTES OF MEETING**

**July 03, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, July 03, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Carroll Jester, Angelo Abbate, Greg Gilmore and Tony Nixdorf.

**Call to Order**

Mayor Morgan called the meeting to order at 7:34 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

May & June minutes were provided, a motion to approve as printed by Jester, seconded by Gilmore and carried.

**Monthly Reports**

**Treasurer.**

General Account Beginning Balance:	\$11,115.04
Receipts	\$ 1,169.08
Expenditures	\$ 5,097.53
New Balance G.A.	\$ 7,186.59

M.S.A. Beginning Balance:	\$12,446.73
Expenditures	\$ 669.53
New Balance M.S.A.	\$11,777.20

R.T.T. Beginning Balance:	\$80,193.97
Receipts	\$ 5,264.32
Expenditures	\$ 0.00
New Balance R.T.T.	\$85,458.29

A motion to approve by Jester seconded by Abbate and carried.

**Bills**

No bills at time of meeting.

Motion to pay bills as they come in by Abbate seconded by Gilmore and carried.

**Tax Collector-** Abbate reported there was \$600.00 collected in June for Fleetwood.

Outstanding balance through 6/30 was \$6,286.38.

Real Estate Transfer Tax for May \$5,264.32, 855 School St. & 130 Maple St.

Motion to accept Tax Collectors Report made by Jester seconded by Nixdorf and carried.

**Building Permits-** VanVorst 481 Railroad Ave., Fence, Out Building, Parks 276 Front St., Shed & Lg. Pole Building.

Motion to accept Permit Report made by Gilmore seconded by Nixdorf and carried.

**Code Enforcement-** (6) postings for grass.

Properties cut by Justin King:

- ❖ Daniel John P & Rosanna Marshall (2) properties (the old mill) TM# 5-11-181.11-01-21.00000 and 5-11-181.11-01-03.00000.
- ❖ Johnson Joyce D 79 Wharton St. TM#5-11-181.07-01-63.00000
- ❖ McFarland Lisa B 349 Broad St. TM# 5-11-181.07-01-06.00000
- ❖ 131 Railroad Ave. complaint, rear yard brush & weed growth.

Complaints about 59 Richardson Street brought a discussion on the property and its owner Community Hope, LLC. No town taxes or fees have been collected on the property since the LLC purchased the property. County Taxes are also past due but no sale has been scheduled. Abbate mentioned it may be time to get the town's attorney involved. Jester will look into the complaint.

**Old Business**

**Appointment of Town Positions, Auditor, Secretary, Treasure,** Tabled until interested parties is found.

**New Business:**

No new business

**Public Comment**

No comments.

**Council member comment and update session:**

Jester discussed properties being maintained by banks or tax services. A lot of properties taken over by banks. Gilmore will investigate the creation of a rental property ordinance.

**Adjourn:** A motion by Abbate seconded by Jester to adjourn and carried at 8:18 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON  
MINUTES OF MEETING**

**August 07, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, August 07, 2014.

**PRESIDING:** Mayor Morgan

**IN ATTENDANCE:** Councilpersons Carroll Jester, Angelo Abbate, Greg Gilmore and Tony Nixdorf.

**Call to Order**

Mayor Morgan called the meeting to order at 7:34 p.m. followed by Pledge of Allegiance and Invocation.

**Swearing in** of Mayor Connie Morgan by Ruth Ann Abbate.

**Public Comment**

A motion by Jester, seconded by Gilmore to move Public Comment up on the agenda for Ms. Kirk's comments, and carried.

Ms. Rita Kirk property owner of a lot on Minner Street to discuss the abatement of the property behind her on Minner St. The estate of Cora Richardson property is partially in town. Council will investigate. Ms. Kirk asked again about a hardship for a double wide trailer it was explained that no trailers are allowed in town limits as of the last revision to the town's zoning ordinance. To make changes would require an amendment to the zoning ordinance and she could apply if she wished, application, requirements and fees were available on line.

**Approval of Previous Minutes**

No minutes were available, will be provided at next month's meeting.

**Monthly Reports**

**Treasurer.**

No Report

**Bills**

Delmarva Maintenance

Delmarva Power

Treasurer, Tax Collector, Secretary

Delaware State Police

Motion to pay bills as they come in by Jester seconded by Gilmore and carried.

**Tax Collector-** Abbate reported there was \$10,037.00 collected in July.

JP Court Process will begin.

Real Estate Transfer Tax for June - None

**Building Permits-** No Permits

Motion to accept Tax Collectors Report & Permits made by Jester seconded by Nixdorf and carried.

**Code Enforcement-** postings for grass.

Properties cut by Justin King:

- ❖ Daniel John P & Rosanna Marshall (2) properties (the old mill) TM# 5-11-181.11-01-21.00000 and 5-11-181.11-01-03.00000.
- ❖ Johnson Joyce D 79 Wharton St. TM#5-11-181.07-01-63.00000
- ❖ McFarland Lisa B 349 Broad St. TM# 5-11-181.07-01-06.00000
- ❖ 32 Broad Street owned by Bank
- ❖ 214 Broad Street owned by Bank

Complaints about 59 Richardson Street are being addressed, no further complaints about the condition of the property or the tenants have been received.

Tree trimming over town walks and streets were discussed. Jester will talk to owners if nothing is resolved, properties will be posted. Streets most affected Pine Street, Broad Street.

Motion to accept Report made by Abbate seconded by Gilmore and carried.

**Correspondence:**

- ❖ Municipal Street Aid allocation for FY2015 \$10,527.50
- ❖ Comprehensive Plan annual report due. Mayor Morgan will investigate and report in September.
- ❖ Delmarva Power Survey Nixdorf will investigate.

**Old Business**

**Appointment of Town Positions, Auditor, Secretary, Treasure,** Tabled until interested parties is found.

**New Business:**

No new business

**Council member comment and update session:**

Minner Street properties were discussed the Richardson property is partially in town limits we will investigate the towns right to abate the property. Nothing can be done about the Kirk Property until Ms. Kirk applies to amend the town's zoning ordinance to allow trailers back into town.

Rep. Peterman contacted Mayor Morgan about using State Funds to fix the curbing in front of the VanVorst property on Broad Street. As Broad Street is a state maintained street the funding should not have to go through the town's project funding. Mayor Morgan will let Rep. Peterman know of the council's decision.

**Adjourn:** A motion by Jester seconded by Abbate to adjourn and carried at 8:53 p.m.

Submitted,  
Angelo Abbate



**TOWN OF HOUSTON**  
**MINUTES OF MEETING**  
**September 04, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, September 04, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Angelo Abbate, Greg Gilmore and Tony Nixdorf.

**Call to Order**

Mayor Morgan called the meeting to order at 7:39 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

July & August minutes were provided, a motion to approve as printed by Gilmore, seconded by Nixdorf and carried.

**Monthly Reports**

**Treasurer.**

No Report

**Bills**

Delmarva Maintenance

Delmarva Power

Treasurer, Tax Collector, Secretary

Delaware State Police

Houston Post Office

L & W Insurance

League Local Gov. was discussed,

Motion to pay bills as they come in (with the exception of the League Local Gov.) by Abbate seconded by Nixdorf and carried.

**Tax Collector-** Abbate reported there was \$7,235.67 collected in August, \$6,495.89 Carry Over from FY '13-'14.

JP Court Process will begin.

Real Estate Transfer Tax for July - \$1,009.80, Groff 479 Front St. & exempt for 32 Broad St.

Motion to accept Tax Collectors Report made by Gilmore seconded by Nixdorf and carried.

**Building Permits-** No Permits

**Code Enforcement-** No Report.

Complaints about 4 Wheelers & Mini Bikes on the streets.

**Correspondence:** None

**Old Business**

**Appointment of Town Positions, Auditor, Secretary, and Treasure - tabled** until interested parties is found.

- ❖ Delmarva Power Survey Nixdorf reported survey does not apply to the town.
- ❖ Curbing repair on Broad St. – Mayor Morgan contacted Rep. Peterman and declined the town's involvement in the project. Broad Street is a state maintained road, any repair, should not need Transportation Funds.
- ❖ Kirk request to condemn the Richardson Property. – It is the Town's belief the Richardson property is not completely in the Town's Limits, and only a re-survey of the Town would prove otherwise. The house is structurally sound with no visible damage, and therefore cannot be abated.
- ❖ Court Cases for non-payment of town taxes and fees. – Abbate will prepare a list of properties to take to court after the September 30, 2014 deadline for payment.
- ❖ Community Hoap LLC. – Taxes and fees of over \$3,000.00. A motion to have Abbate contact the Town's lawyer to start legal collection was made by Gilmore, seconded by Nixdorf and carried.

**New Business:**

- ❖ L & W Insurance. – Town insurance policy \$500.00. A motion to approve & pay by Abbate, seconded by Nixdorf and carried.
- ❖ Christmas banners. – Justin King will donate his time to put up the banners again this year. Motion by Abbate, seconded by Nixdorf to purchase new accessories was made and carried.

**Council member comment and update session:**

Gilmore reported about county sewer coming to Broad Street by April 2015. Abbate commented the line will supply Southfield with county sewer.

**Adjourn:** A motion by Abbate seconded by Nixdorf to adjourn and carried at 9:05 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON**  
**MINUTES OF MEETING**  
**October 02, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, October 02, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Carroll B. Jester, Angelo Abbate, and Greg Gilmore.

**Call to Order**

Mayor Morgan called the meeting to order at 7:35 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

September minutes were provided, a motion to approve as printed by Jester, seconded by Gilmore and carried.

**Monthly Reports**

**Treasurer.**

No Report

**Bills**

Secretary

Tax Collector

Treasurer

Delmarva Maintenance

Delmarva Power

Peninsula Trash

Delaware State Police

Motion to pay bills presented and expected by Jester, seconded by Abbate and carried.

**Tax Collector-** Abbate reported there was \$28,829.19 collected in September, \$13,042.95 outstanding.

Accounts highlighted in yellow are recommended for JP Court.

Real Estate Transfer Tax for August: NONE.

Motion to accept Tax Collectors Report made by Gilmore, seconded by Jester and carried.

**Building Permits-** Martin 427 Front St., Pole Building. Motion to approve report made by Jester, seconded by Gilmore and carried.

**Code Enforcement-** Jester reported, dog barking & trash issues on Richardson St. were addressed. 75 Armour St. and 10 Wharton St. for brush overgrowth onto neighbor's properties. A motion to approve by Abbate seconded by Gilmore and carried.

**Correspondence:** None

**Old Business**

- ❖ **Appointment of Town Positions, Auditor, Secretary, and Treasure - tabled** until interested parties is found.
- ❖ Mayor Morgan reported on Kirk's request to condemn the Richardson Property. The house is structurally sound with no visible damage, and therefore cannot be abated.
- ❖ Mayor Morgan reported on the dog and trash issues on Richardson Street, Dog catcher will be contacted if dog problems continue.

**New Business:**

- ❖ Business License Application – Delmarva Precision Grinding, 11 Mill Street
  - Application was discussed. A motion to approve business license made by Jester, seconded by Abbate and carried.

- ❖ Resolution for Houston 4-H club, CARDINALS, 100<sup>th</sup> Anniversary
  - Resolution was read by Mayor Morgan; a motion to approve made by Abbate, seconded by Gilmore and carried. A motion to pay the \$20 dinner for Mr. Jester to attend the event was made by Abbate, seconded by Gilmore and carried.
- ❖ Halloween – Trick or Treat: A motion to set the date for October 31, 2014, for children 12 and under, between the hours of 6-8 PM was made by Jester, seconded by Abbate and carried.
- ❖ Hazard Mitigation Plan 2009 was discussed. No resolution was done in 2009 for the town, Jester, Nixdorf and Gilmore will represent the town.

**Public Comment session:**

No Comments

**Council member comment and update session:**

No Comments

**Adjourn:** A motion by Abbate seconded by Jester to adjourn and carried at 8:18 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON**  
**MINUTES OF MEETING**  
**November 06, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, November 06, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Angelo Abbate, Greg Gilmore and Tony Nixdorf.

**Call to Order**

Mayor Morgan called the meeting to order at 7:45 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

No Minutes

**Monthly Reports**

**Treasurer.**

August, September, & October Accounts Receivable & Accounts Payable were discussed, Mayor Morgan reported no checks had been written from the Real Estate Transfer or Municipal Street Accounts all payables have gone through the General Account.

**Bills**

Secretary

Tax Collector

Treasurer

Delmarva Maintenance

Delmarva Power

Peninsula Trash

Delaware State Police

Motion to pay bills presented and expected by Abbate, seconded by Gilmore and carried.

**Tax Collector-** Abbate reported there was \$3,531.63 collected in October, \$9,537.94 outstanding.

Abbate asked council about putting an outstanding balance sheet on the website so the public could see monies owed to the Town. The report needs more work and Abbate will bring a final draft to council for approval when ready.

Four accounts will be going to JP Court, 131 Railroad Ave, 1228 Pine Street, 391 School Street and 4 Sleepy Hollow Dr. Real Estate Transfer Tax for September: NONE.

Motion to accept Tax Collectors Report made by Gilmore, seconded by Nixdorf and carried.

**Building Permits-** No Permits

**Code Enforcement-** No Report

**Correspondence:** Returned Check from bank, taxes and fees paid by Rosanna Marshall, \$433.00. Abbate will contact and add charges for returned check.

**Old Business**

**Appointment of Town Positions, Auditor, Secretary, and Treasure** – A motion for Mayor Morgan to contact the Towns attorney to question our options for the appointments was made by Abbate, seconded by Nixdorf and carried.

**Update Delmarva Precision Grinding property acquisition:** Mayor Morgan reported on the progress of the acquisition.

**New Business:**

- ❖ Hazard Mitigation Plan: Correspondence were presented to council, items from the comprehensive were discussed. Actions needed from the Town will be brought to council as presented.
- ❖ Christmas Decorations: A motion to give \$75.00 for 1<sup>st</sup> Place, \$50.00 for 2<sup>nd</sup> Place and \$25.00 for 3<sup>rd</sup> Place for properties within town limits for the Christmas Decoration competition was made by Abbate, seconded by Nixdorf and carried.
- ❖ Christmas banners. – Motion by Abbate, seconded by Gilmore to purchase new accessories was made and carried.

**Public Comment Session:**

Justin King commented the State Police were doing a good job, policing the town.

**Council member comment and update session:**

Deadline for Historic Preservation Grant was discussed.

**Adjourn:** A motion by Abbate seconded by Gilmore to adjourn and carried at 8:40 p.m.

Submitted,  
Angelo Abbate

**TOWN OF HOUSTON**  
**MINUTES OF MEETING**

**Rescheduled December 11, 2014**

The monthly meeting of the Houston Town Council was held at the Houston Volunteer Fire Department, 143 Broad St, Houston, DE on Thursday, December 11, 2014.

PRESIDING: Mayor Morgan

IN ATTENDANCE: Councilpersons Carroll B. Jester, Greg Gilmore, Angelo Abbate and Tony Nixdorf.

**Call to Order**

Mayor Morgan called the meeting to order at 7:35 p.m. followed by Pledge of Allegiance and Invocation.

**Approval of Previous Minutes**

No Minutes

**Monthly Reports**

**Treasurer.**

No Report

**Bills**

Secretary

Tax Collector

Treasurer

Delmarva Power

Peninsula Trash

Delaware State Police

Motion to pay bills presented and expected by Jester, seconded by Abbate and carried.

**Tax Collector-** Abbate reported there was \$ 206.25 collected in November, \$10,306.94 outstanding.

Real Estate Transfer Tax for October and November: NONE.

Motion to accept Tax Collectors Report made by Jester, seconded by Gilmore and carried.

**Building Permits-** No Permits, Yerkes at 303 Broad Street would like to add an in-laws suite, Abbate will research and report at a later date. Simpson property 4 Acres on Front & Minner Streets possible subdivision into four lots, three ½ Acre with frontage on Front Street and one farmette in back to front Minner Street.

**Code Enforcement-** Jester reported, parking dogs, Trees hanging over road the tree service company is in town for electric company.

**Correspondence:** None

**Old Business**

- ❖ Appointment of Town Positions, Auditor, Secretary, and Treasure
  - Justin King , Secretary. A motion to appoint made by Jester, seconded by Gilmore and carried.
  - Traci Riley will take the Treasure's position while Mayor Morgan is in Florida a motion to approve was made by Jester, seconded by Abbate and carried.
  
- ❖ Hazard Mitigation Plan: Kent County Meeting set for December 10, 2014 for anyone who wishes to attend.

**New Business:**

- ❖ L & W Insurance. – Town insurance policy \$500.00. A motion to approve & pay by Abbate, seconded by Nixdorf and carried.
- ❖ Christmas banners. – Motion by Jester, seconded by Abbate to purchase additional accessories was made and carried.
- ❖ Christmas Decoration Judging: Weekend of December 20-21.

**Public Comment session:**

No comments.

**Council member comment and update session:**

Nixdorf ask about the progress of the Comprehensive Plan rewrite. The town has until 2017 to rewrite. David Edgell with the State of Delaware has offered assistance.

Jester commented about looking at Kent County for trash service next time the contract came due.

Gilmore commented about Trash Company damaging a waste wheeler.

**Adjourn:** A motion by Abbate seconded by Gilmore to adjourn and carried at 9:05 p.m.

Submitted,  
Angelo Abbate