

Community Planning Committee (C.P.C.) - Village Of Arden

Minutes Of Meeting Held On Wednesday April 15, 2015

Present: Ray Seigfried, Larry Strange, Ron Meick and Dan McNeil

Absent: Cynthia Dewick and Sally Sharp

Meeting called to order by Ray Seigfried as the Designated Convener at 7:05 PM

As the recently re-elected members of the C.P.C. in the March 2015 election, Ray Seigfried, Ron Meick and Dan McNeil each read the Village of Arden's official policy related to the Freedom Of Information Act (F.O.I.A.) and Conflict Of Interest.

Ron Meick then recommended Ray Siegfried as the Committee Chairman which was unanimously approved.

The minutes of the meeting for February 2015 was reviewed, discussed and approved. There was no C.P.C. meeting held in March 2015.

The topics addressed in this meeting include: (1) FEMA Resolution, (2) Memorial Garden / Community Garden Sub-Committees; (3) Vacant Housing Ordinance; and (4) Village's Employee Hiring Practice.

Guest Appearance: None

### **F.E.M.A. Resolution**

Ray has been diligently working over the past year with John Cartier (Arden's County Representative) and Dave Carpenter (County's FEMA Specialist) on the Village's official induction into the F.E.M.A. program.

Dave Carpenter reports that the application has been approved by New Castle County and the State of Delaware and is ready for submission to the United States Government. The final approval is reliant on an updated Village Resolution regarding notification of any changes in land use governance.

The Village of Arden, as discussed in the minutes of November 2014 and January 2015, is officially operating under the County's Land Use Ordinances. This has been acknowledged by the State and that the Village will immediately notify the State if it withdraws from this governance.

The United States Government now requires a 30 day advance notice if the Village decides to officially withdraw from county land use governance. The United States Government further stipulates that its FEMA coverage can be withdrawn if the alternative land use governance is deemed inadequate.

A resolution acknowledging this procedural change was approved at the Village Meeting in January 2015. Ray will follow-up with the Village's Chairman and Secretary in order to expedite delivery of this resolution as soon as possible.

New Castle County's "All Hazard Mitigation Plan" is currently being updated for 2015 for submission to the Federal Emergency Management Agency (F.E.M.A.). Ray indicated that the individual jurisdictions within New Castle County must now issue a resolution acknowledging this mitigation plan. F.E.M.A. approval enables New Castle County and its municipalities to receive pre- and post- disaster mitigation funding.

Ray indicated that a resolution will be prepared for the upcoming Village Assembly in June 2015.

### **Memorial Garden / Community Garden Sub-Committee**

The Memorial Garden and the Community Garden are both officially designated as sub-committees of the C.P.C. A presentation to the Village Assembly is required annually on the state of operation for each sub-committee. It was generally agreed that this annual wrap-up presentation should occur at the last assembly of the calendar year. Ray indicated that the two sub-committees will be notified that presentations should be prepared for the Village Assembly in September 2015.

### **Village of Arden Vacant Housing Ordinance**

Ray reviewed his presentation to the Village Assembly in March 2015 on whether the Village should continue to either administer its own Vacant Housing Ordinance or officially become subject to the County's new Vacant

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Housing Ordinance. New Castle County, as discussed in the C.P.C. meeting February 2015, recently approved an ordinance on vacant housing which had been under negotiation since circa 2008-2009.

The Village of Arden as an incorporated village has the legal right to continue administering its own program, however, the Village Assembly must officially vote on which Vacant Housing Ordinance best serves the community. It was subsequently voted at the Village Assembly in March 2015 that the Village of Arden will continue to administer its own program. Ray indicated that an official resolution stating such will be delivered to New Castle County. Ray further indicated that timing is critical since the Village of Arden will not be able to file any liens until New Castle County receives and acknowledges our decision.

The Village's Vacant Housing Ordinance has now been in effect for three years. Ray indicated that the next task of the C.P.C. is to determine an appropriate use of the collected monies to date. Ray reiterated that the C.P.C. must spend the collected fines in a manner consistent with the ordinance in order to preclude being represented as a tax. Lastly, Ray mentioned that the collected monies are being accounted for in a separate account maintained by the Village Treasurer.

### **Village's Employee Hiring Practice**

Ray solicited our input on prospective events which the C.P.C. might address at our future meetings.

Larry Strange questioned the current process for deciding whether a prospective job candidate is hired as an employee of the Village or as a private vendor under a contract with the Village. As you may recall, Larry brought up this same topic at the May 2014 meeting of the C.P.C. Recent activities at the B.W.V.C. has, however, lead Larry to once again question the current approval process.

Larry in the May 2014 meeting briefly summarized the additional related costs/responsibilities in hiring an employee (Fed & State Withholding, Disability, Workman's Compensation, et al) versus the relatively straightforward cost of a contract vendor. The direct and indirect costs in hiring a Village employee versus a contract vendor can be in the range of 25% more expensive to the Village.

Larry continues to feel that the current process needs to be more closely scrutinized with a clear approval process established for the protection of the Village. Ray indicated that this topic will be brought up at the upcoming meetings with the Advisory Committee and Village Assembly Meeting in June 2015.

The meeting was adjourned by Ray Seigfried as Committee Chairman at 7:45 PM

Meeting minutes compiled and prepared by Dan McNeil.