

**MAGNOLIA COUNCIL MEETING
AGENDA
Town Meeting**

Monday, May 11, 2020

May 11, 2020

Town Council Meeting Cancelled

DUE TO THE COVID-19 HEALTH CRISIS, THE TOWN COUNCIL MEETING SCHEDULED FOR MONDAY, MAY 11, 2020 HAS BEEN CANCELLED.

INFORMATION ON THE JUNE 8, 2020 TOWN COUNCIL MEETING WILL BE MADE AVAILABLE AS EVENTS UNFOLD.

ATTACHED:

Notes and Reports for April 2020.

Balances of all bank accounts effective April 30, 2020.

Invoices to be paid for April, 2020.

Register for general checking account for the month of April.

NOTES APRIL 2020:

Mayor Frazier completed and sent the contact information form for 2020 Municipal Street Aid, (notary requirement waived due to Covid 19). Diane will send the financial report of funds spent on Street Lights and forward a copy of her bond for 2020.

Buck Dougherty mailed two certified letters regarding property/yard upkeep for Mayor Frazier; his reimbursement is listed above.

Treasurer's Report

Diane reported: \$17,439.18 reimbursement for the first report of the Infrastructure Grant was deposited into our general checking on April 1, 2020; it covers invoices previously paid from the Town of Magnolia to Duffield Associates for \$3,188.50, \$6,045.00 and \$8,205.68 January thru March 2020. We have received another invoice from Duffield in the amount of \$8,930.88 for Phase 00002 Design and Phase 00003 Survey. Doug Lodge (DHSS) advised me to wait until I have 3 or 4 invoices prior to submitting reimbursement from the grant. Diane receiving numerous request from attorneys regarding tax information for residents refinancing homes. Diane has requested 2020 property assessments from Kent County for this tax year. Tax bills will be mailed to mortgage companies and residents June 30th.

Public Works Report

Council reviewed the water reports prepared and presented by Dustan Russum.

The town used 1,108,000 gallons of water during April 2020. Pump 2: 447,000 gallons. Pump 3: 642,000 gallons. Well levels: 26' and 31'. Pump 2 ran 35.3 hours, Pump 3 ran 29.8 hours. Chlorine average is .64 and Fluoride average is .5. Water Usage Report was submitted to Office of Drinking Water.

Ralph Satterfield reported: Lines flushed, Walnut now clear, maybe Tuesday flush will clear Main Street. Reviewed water lines with new owner of Pat Jarrell's house. (I helped Alvin Jarrell with all new lines). Reviewed water pressure problem at 34 S. Main (new owners) Pressure ok inside, outside no. Told them I would check with council on tying into loop at back of property when they have the funds. Very high winds Monday afternoon, some trees and shingles did not fare so well. Eagle Scout Gayland of Troop 109 installed a box to put old flags in on the East side of Fire Company for all to use.

Town of Magnolia

Mayor James Frazier

302 335-5891

May 11, 2020
COVID 19

Checking:	\$ 212,569.74	
Savings:	\$ 42,927.66	
Mun. Street Aid:	\$ 532.33	
Transfer Tax Acct.	\$ 65,152.90	
Certificate:	\$ 10,000.00	(18 Months)
Certificate:	\$ 10,000.00	(6 Months)
Certificate:	\$ 59,492.87	(12 Months)
Certificate:	\$ 38,603.24	(5 Year)
Certificate:	\$ 5,734.02	(5 Year)

Bills to be paid:

Dustan Russum	1,218.96
Ralph Satterfield (Hydrant flushing)	207.79
Diane Cahall	1,801.69
Ralph Satterfield (hardware reimbursement)	13.74
Buck Dougherty (USPS reimbursement)	13.90
Delmarva Power (Street Lights)	411.96
Delmarva Power	117.78
Delmarva Power	149.72
Verizon Wireless	167.10
Frazier's Lawncare	355.52
Peninsula Propane	110.83
Intercoastal Trading (water chemicals)	185.50

Town of Magnolia

5/8/2020 6:00 AM

Register: Regular Checking 56-8332-0371

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/01/2020			-split-	Deposit		X	150.00	188,086.06
04/01/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	4.93	X		188,081.13
04/01/2020	8697	USPS	Postage and Delivery	stamps	110.00	X		187,971.13
04/02/2020			Undeposited Funds	Deposit		X	150.00	188,121.13
04/03/2020			Utilities:Water:Mag Wa...	Deposit		X	17,439.18	205,560.31
04/03/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	5.18	X		205,555.13
04/04/2020			-split-	Deposit		X	150.00	205,705.13
04/05/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	3.00	X		205,702.13
04/06/2020			Undeposited Funds	Deposit		X	85.00	205,787.13
04/06/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	2.59	X		205,784.54
04/07/2020			Undeposited Funds	Deposit		X	75.00	205,859.54
04/07/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	5.18	X		205,854.36
04/08/2020			-split-	Deposit		X	150.00	206,004.36
04/08/2020		ADP TAX	Emp Payroll Expenses...	941	992.25	X		205,012.11
04/11/2020	8699	Delmarva Power	Utilities:Gas and Electric	5500545724 S...	409.33	X		204,602.78
04/11/2020	8700	Delmarva Power	Utilities:Gas and Electric	55006159200	108.26	X		204,494.52
04/11/2020	8701	Delmarva Power	Utilities:Gas and Electric	55008528667	157.75	X		204,336.77
04/11/2020	8702	Verizon Wireless LLC	Telephone		144.94	X		204,191.83
04/11/2020	8703	Ralph G Satterfield	Repairs:Equipment Re...	Reimburseme...	12.53	X		204,179.30
04/12/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	9.00	X		204,170.30
04/13/2020			-split-	Deposit		X	225.00	204,395.30
04/13/2020		ADP STAFF PAYRO...	Emp Payroll Expenses	APR 2020	3,228.44	X		201,166.86
04/13/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	5.18	X		201,161.68
04/14/2020			-split-	Deposit		X	6,060.36	207,222.04
04/14/2020			-split-	Deposit		X	150.00	207,372.04
04/14/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	4.24	X		207,367.80
04/15/2020			-split-	Deposit		X	120.00	207,487.80
04/15/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	2.59	X		207,485.21
04/16/2020			Undeposited Funds	Deposit		X	75.00	207,560.21
04/17/2020		ADP SERVICE FEE	Emp Payroll Expenses		44.38	X		207,515.83
04/20/2020			-split-	Deposit		X	1,727.22	209,243.05

Register: Regular Checking 56-8332-0371

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
04/21/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	2.59	X		209,240.46
04/22/2020			Undeposited Funds	Deposit		X	75.00	209,315.46
04/23/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	7.77	X		209,307.69
04/24/2020			-split-	Deposit		X	225.00	209,532.69
04/25/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	3.00	X		209,529.69
04/27/2020			Undeposited Funds	Deposit		X	75.00	209,604.69
04/28/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	2.59	X		209,602.10
04/29/2020			Undeposited Funds	Deposit		X	75.00	209,677.10
04/30/2020			Other Income	Deposit		X	2,929.77	212,606.87
04/30/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	17.13	X		212,589.74
04/30/2020	CCADJ		Merchant deposit fees	Batch Fee ID=...	20.00	X		212,569.74