

**MINUTES OF THE TOWN OF SELBYVILLE  
TOWN COUNCIL MEETING DECEMBER 7, 2020**

Mayor Murray welcomed everyone at 7 o'clock p.m. Also in attendance were Councilmen Jay Murray, Richard Duncan, Frank Smith and Clarence Tingle.

1. Public Hearing – Community Development Block Grant

The Public Hearing was properly advertised in the Coastal Point.

Mayor Murray opened the Public Hearing at 7:00 p.m. at the Selbyville Town Hall. He introduced Mr. Mike Jones, Senior Project Manager with the Community Development Housing Office for Sussex County. His office applies for and administers the Community Development Block Grant (CDBG) for Kent and Sussex counties. The grant is funded by HUD and the money is awarded on a competitive basis. Mr. Jones thanked the Mayor and Council for the opportunity to once again present the CDBG to the residents of Selbyville. He stated that the program funds housing rehabilitation to low and moderate income homeowners. Repairs may include roofs, windows, electrical, demolition, and water and sewer infrastructure. Mr. Jones did acknowledge that materials have been harder to obtain this year because of COVID. He stated that Selbyville has received over \$300,000 in CDBG funds and helped over 22 households through the years. Mr. Jones stated that the properties must be homeowner occupied and that both property taxes and home owner's insurance must be current. He reviewed the income guidelines. A single person household can earn up to \$42,500 and it goes up approximately \$6,000 per additional person. For grants under \$20,000, it's a five (5) year lien. For grants over \$20,000, it's a ten (10) year lien. Mr. Jones stressed that it is not a loan and that it does not accrue interest. It is repaid in years, not in money. The purpose of the lien is to encourage the homeowner to remain in the home after it has been repaired. If the person dies or the home is sold before the lien is forgiven, the remaining money must be repaid. Mr. Jones reported that there are currently 17 homes on Selbyville's waiting list. If anyone is interested in applying, Mr. Jones asked them to call him at (302) 855-7777.

Mayor Murray agreed that the Community Development Block Grant has been a great program for Selbyville and that a lot of homes have been rehabilitated with CDBG funds.

Councilman Tingle made a motion to close the Public Hearing. Motion seconded by Councilman Smith and carried by all.

Mayor Murray called the Regular Meeting of the Mayor and Council for the Town of Selbyville to order at 7:20 p.m.

The meeting was properly posted.

2. Opening of Meeting –

A. Mayor Murray led in the Pledge of Allegiance.

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B. Presentation of the Minutes of the November 2, 2020 meeting by Mayor Murray. Councilman Smith made a motion to dispense with the reading of the Minutes and to approve them as presented. Motion seconded by Councilman Duncan and carried by all.

C. Presentation of the November 30, 2020 bills by Mayor Murray. After review by the Council, Councilman Smith made a motion to pay all bills as presented. Motion seconded by Councilman Tingle and carried by all.

3. Mayor's Report –

A RESOLUTION PROPOSING THAT A PUBLIC HEARING BE HELD ON JANUARY 4, 2021, AT 7:00 P.M., AT THE TOWN HALL, 1 W CHURCH STREET, SUSSEX COUNTY, DELAWARE, TO CONSIDER THE REZOING OF REAL PROPERTY IDENTIFIED AS SUSSEX COUNTY TAX MAP AND PARCEL NUMBER 5-33 16.16 102.00 FROM HR HISTORIC RESIDENTIAL TO HB HISTORIC BUSINESS; AND THE REZONING OF REAL PROPERTY IDENTIFIED AS SUSSEX COUNTY TAX MAP AND PARCEL NUMBER 5-33 16.12 35.01 FROM R-2 RESIDENTIAL TO HB HISTORIC BUSINESS.

Mayor Murray read the Resolution by title only and reviewed the location of the properties. Parcel 102.00 is the vacant lot at the corner Lighthouse and Main Streets and Parcel 35.01 is a vacant lot behind Matt Leimbach's carpet store on North Main Street. Town Manager Stacey Long stated that both properties are part of the town's Comprehensive Plan Update for Future Land Use. Councilman Tingle made a motion to set the Public Hearing for January 4, 2021 at 7 o'clock p.m. at the Selbyville Town Hall. Motion seconded by Councilman Smith and carried by all. The Council acknowledged that adjustments may have to be arranged at a later date due to COVID restrictions.

Despite there not being a Christmas Parade this year, Mayor Murray stated that it is starting to look like Christmas with the holiday lights throughout town.

4. Visitors in Attendance –

Mr. Jay Griffith reported that on November 16, 2020 Mountaire discovered that one of their contractors had parked his tractor trailer behind the Live Haul Shed. It was immediately removed and Stacey was notified of the situation. He also reported that they were able to sponsor Thanksgiving for Thousands this year despite the pandemic. They limited the number of volunteers, took temperatures, practiced social distancing and used plenty of hand sanitizer. Over a day and a half, 10,000 boxes were packed that contained a complete meal for a family of

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four. They anticipate sponsoring Christmas for Thousands, although on a much smaller scale, on December 21, 2020. Mr. Griffith apologized for the recent incident at the plant in which well water drained onto private property. Mountaire hired Chesapeake Environmental Services (CES) to remove the overspill of water.

Mayor Murray thanked Mountaire for their Thanksgiving for Thousands program. Mr. Griffith acknowledged that this is the first year Roger Marino has not been part of the event.

Councilman Duncan asked Mr. Griffith about excessive parking near the School of the Arts. Mr. Griffith stated that there is reserved parking for USDA in that area but that he will look into it.

Mrs. Diane Schmidt spoke to the Council on behalf of the Selbyville Community Club. She stated that they are making plans to proceed with the 2021 Art Show and that they would appreciate the town's continued support. The event is scheduled for May 20, 2021. Councilman Tingle made a motion to support the Art Show with a \$500 donation. Motion seconded by Councilman Duncan and carried by all.

Mrs. Dawn Lekites reported that, unfortunately, the Selbyville Community Club will not be sponsoring the Coats and Sweats for Vets Program this year due to the pandemic.

5. Reports –

A. Police – J. Murray

Councilman Murray reported that there were 267 calls for service, 233 tickets issued, and 10 varying arrests made during the month of November. Fine revenue from the state for the month of October totaled \$2,048.57. He stated that he had talked with Chief Collins and things are running smoothly. He anticipates it will be several more months before the car and/or body cameras are operational.

B. Code – S. Long

See report for the month of November.

C. Water – R. Duncan

See report for the month of November. Councilman Duncan reported that the demand for water usage is going down this time of year. The town is still monitoring TTHM levels. Councilman Duncan stated that the elevated levels are still present, despite aggressive flushing. TTHM's are

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typically found in water that does not “move” as frequently so their appearance is puzzling. The town has stepped up their investigation of the problem and also asked Artesian to test their water as we interconnect with them on Route 54.

Councilman Duncan reported that Artesian bought Frankford’s water plant and they are currently building a new treatment plant on Armory Road in Dagsboro to supply water to Frankford and Dagsboro. He stated that the president of Artesian Water Company has submitted a letter to Selbyville asking for consideration to interconnect on Route 113 north of Selbyville.

Councilman Duncan added that it would be an emergency valve for an additional water supply should the need arise. There are three properties, however, within the town’s CPCN area that are in Planning Preservation and Artesian is wondering if the town would relinquish those properties because they would be in Artesian’s service area as well. The Council reviewed the location of these properties along Lazy Lagoon Road on a map and agreed that they did not foresee future development in that location. Artesian is proposing a 12 inch main down Route 113 to tie in with Selbyville. The Mayor and Council agreed it would be beneficial to the town to have an emergency water supply.

Councilman Duncan continued by reporting that the State of Delaware has additional money set aside to help disadvantaged communities. The Pepper Ridge trailer park outside of town has been identified as a community in need. Councilman Duncan stated that there is \$600,000 available to totally upgrade the water system in the trailer park with new mains, service lines, pits and meters. The concern is that someone needs to oversee the project. Councilman Duncan stated that Jason Loar, the town’s engineer, has drafted a Memorandum of Understanding (MOU) with the town as the Grantee. Jason stated that if the Council accepts the MOU, Pepper Ridge would get the funds and the town would administer it. The proposal was met with various concerns and objections by other members of the Council. After a brief discussion, the Council agreed that while it was good for the residents of the park, they did not think the town should get involved by administering the project.

D. Public Works – R. Duncan

See report for the month of November.

E. Recreation – R. Duncan

Councilman Duncan was pleased to announce that the town has been awarded a grant for the pickle ball court on Park Street. Stacey will be in touch with other towns who have similar facilities and has started reaching out to contractors.

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**F. Sewer – F. Smith**

See report for the month of November. Councilman Smith reported that the plant performed within all required permit levels for all of the required parameters for the month of November. He added that the rain increased this month's numbers. Councilman Smith reported that Bettina has been working with DNREC and EPA on a wastewater plant compliance inspection and also on annual EPA reports. She also gave DRWA Apprentice students a tour of the plant. Councilman Smith stated that he and Councilman Murray met with Jason Loar concerning the new forcemain along Polly Branch Road. Councilman Smith asked the Council to consider raising Impact Fees to help offset the cost of the project. Impact fees are currently \$2,500 for water and \$2,500 for sewer. He suggested increasing them to \$2,750 or \$3,000 each.

Councilman Duncan asked about vacuum trucks coming into Barkley Estates to remove grease in the manholes. He stated that the HOA has sent letters to residents asking them not to put grease down the drains. He wondered if the culprit may be in Meadow View Estates or along McCabe Street. It was also discussed that the pump station in Barkley Estates was not transferred to the town and the developer has since passed away. Stacey stated that the attorney is working on the issue.

**G. Planning and Zoning – J. Murray**

No report for the month of November.

**H. Industrial Park – C. Tingle**

No report for the month of November.

**I. Annexation – C. Tingle**

No report for the month of November.

**J. Administration – S. Long**

Stacey advised that it's time to appoint the Board of Election in anticipation of the March election. Councilman Duncan made a motion to appoint Virginia Pepper, Bonita Maull and Renda Wise to the Board of Election. Motion seconded by Councilman Tingle and carried by all.

Councilman Duncan made a motion to participate in the Community Block Development Program (CDBG). Motion seconded by Councilman Tingle and carried by all.

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**WHEREAS, Town of Selbyville recognizes the importance of fair housing for the citizens of Selbyville; and**

**WHEREAS, the Town of Selbyville supports the goals of the Federal Fair Housing Law,**

**NOW THEREFORE,**

**BE IT RESOLVED, that the Town of Selbyville heartily encourages all parties involved in the renting, selling or financing of housing in the Town of Selbyville to insure that no person shall, on the grounds of race, color, national origin, religion, creed, sex, marital status, familial status, age, sexual orientation or disability be discriminated against or denied a fair and equal opportunity to housing; and**

**BE IT FURTHER RESOLVED, that the Town of Selbyville, when acting as administrator of a Community Block Grant, is hereby authorized to take such actions as deemed necessary to affirmatively further fair housing in connection with the said Community Development Block Grant.**

In conclusion, Stacey asked the Council about purchasing Christmas hams for the employees and respectfully requested that Town Hall be closed on Christmas Eve. Councilman Tingle made a motion to purchase hams for the employees and to give Christmas Eve as a holiday to all employees. Motion seconded by Councilman Smith and carried by all.

6. Executive Session –

There being no further business to discuss, Councilman Smith made a motion to adjourn the Regular Session and to go into Executive Session to discuss legal and personnel issues. Motion seconded by Councilman Tingle and carried by all.

Mayor Murray thanked everyone for attending and wished everyone a Merry Christmas!

Respectfully submitted,

Sandra H. Givans  
Assistant Secretary/Treasurer