

**MINUTES OF THE TOWN OF SELBYVILLE
TOWN COUNCIL MEETING SEPTEMBER 9, 2024**

Mayor Duncan welcomed everyone and called the meeting to order at 6 o'clock p.m. Councilmembers Dr. Carol Cary, Gary Steffen, and Chris Snader were in attendance. Councilman Monroe Hudson was absent.

The meeting was properly posted.

1. Opening of Meeting –
 - A. Mayor Duncan led in the Pledge of Allegiance.
 - B. Proclamation – J. Conn Scott Furniture, Inc.

Mayor Duncan took a moment to acknowledge J. Conn Scott Furniture, Inc. as well as the Scott Family and their impact on the Town of Selbyville over the years. Senator Gerald Hocker and Representative Ron Gray read and presented tributes from the U.S. Senate and House of Representatives, and Mayor Duncan read and presented a proclamation from the Town of Selbyville, to the Scott Family in recognition of the 100th Anniversary of J. Conn Scott Furniture, Inc. The Scott Family took a moment to express their gratitude and make a few statements to all in attendance as well.

At this time, Mayor Duncan recognized the Selbyville Community Club for putting together an ice cream social to add to the 100th Anniversary celebration of J. Conn Scott Furniture, Inc. and invited everyone in attendance to grab an ice cream sundae before the meeting would continue approximately five minutes later.

- C. Presentation of the Minutes of the August 5, 2024, meeting by Mayor Duncan. Councilman Steffen made a motion to dispense with the reading of the Minutes and to approve them as presented. Motion seconded by Councilman Snader and carried by all.
 - D. Presentation of the August 31, 2024, bills by Mayor Duncan. Councilwoman Dr. Cary made a motion to pay all bills as presented. Motion seconded by Councilman Steffen and carried by all.
2. Public Hearing –

Mayor Duncan opened the Public Hearing:

**ANNEXING CERTAIN TERRITORY, CONTIGUOUS TO THE PRESENT
LIMITS OF THE TOWN OF SELBYVILLE, OWNED BY MARICRYST BIRAO
SANCHEZ AND DAN JASON M. VELEZ, LOCATED AT 32634 LIGHTHOUSE
ROAD AND IDENTIFIED AS SUSSEX COUNTY TAX MAP AND PARCEL NO.**

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533-18.00-35.03, CONTAINING 1.15 ACRES, MORE OR LESS (“SUBJECT PROPERTY”); AND AN ORDINANCE AMENDING THE ZONING MAP AND ZONING ORDINANCE OF THE TOWN OF SELBYVILLE TO INCLUDE SAID SUBJECT PROPERTY IN THE NB NEIGHBORHOOD BUSINESS DISTRICT.

Mayor Duncan invited Bob Palmer of Beacon Engineering, who was representing the applicants, to present. Mr. Palmer stated they had submitted the original annexation request over a year ago and had also met with the Mayor & Council and the Planning & Zoning Commission regarding this proposed annexation on January 23, 2024. Minutes are available on the Town’s website. He explained that the property fronts Lighthouse Road and abuts the boat and RV storage in the Lighthouse Lakes development. The property is currently surrounded by the municipal boundary on two sides. Mr. Palmer stated they are requesting annexation into the Town under the NB Neighborhood Business District. At this time, the primary use of the property will be a physical therapy business. The applicants currently have their physical therapy business in town but would like to relocate it to this property. They would like to build additional units onto it as well to rent out to other small businesses. Mr. Palmer presented a draft rendition of the site. The main entrance would be off of Lighthouse Road which they would work with DelDOT on when designing. They plan to surround the property with privacy fencing. Mr. Palmer stated the property does not comply with the minimum lot size requirements for the NB Neighborhood Business District, so if the annexation request is approved, their next step would be to meet with the Board of Adjustment to request a variance for the lot size.

At this time, Mayor Duncan invited public comment. Russell Shaw, a resident of Lighthouse Lakes, stated Lighthouse Lakes has a fence where the boat and RV storage is and inquired about this possibly creating a double fence in that area if the fence for the boat and RV storage is on the property line. Mr. Palmer stated the applicants are required to put up their own fence due to the zoning requirements. The fence for the boat and RV storage is on Lighthouse Lakes property, and he believes there is a tax ditch in that area as well that needs to remain open. Mr. Shaw asked if the tax ditch is a wide enough buffer for maintenance. Mr. Palmer stated that he would imagine the boat and RV storage fence was installed to account for the space necessary to maintain the tax ditch, but it is a Lighthouse Lakes matter. He stated the applicants would be responsible for their fence which would be on the property they own. Mayor Duncan requested the Building & Code Department and Planning & Zoning Commission investigate the location of the fence line(s). Being there were no further comments, Councilwoman Dr. Cary made a motion to close the Public Hearing. Motion seconded by Councilman Snader and carried by all.

Councilwoman Dr. Cary made a motion to annex certain territory, contiguous to the present limits of the Town of Selbyville, owned by Maricryst Birao Sanchez and Dan Jason M. Velez, located at 32634 Lighthouse Road and identified as Sussex County Tax Map and Parcel No. 533-18.00-35.03, containing 1.15 acres, more or less (“Subject Property”); and an ordinance amending the zoning map and zoning ordinance of the Town of Selbyville to include said subject property in the NB Neighborhood Business District as presented. The Building & Code Department will review the fence line(s) inquiry. Motion seconded by Councilman Snader and

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carried by all.

3. Mayor's Report & Comments:

As part of his report, Mayor Duncan thanked everyone for being a part of the 100th Anniversary celebration of J. Conn Scott Furniture, Inc. this evening.

**A. RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO \$707,000.00
MAXIMUM PRINCIPAL AMOUNT GENERAL OBLIGATION BONDS TO
PROVIDE FINANCING FOR THE COSTS ASSOCIATED WITH THE
TOWN'S TINGLE ACRES MOBILE HOME PARK (MHP) LEAD SERVICE
LINE REPLACEMENT PROJECT, SAID AMOUNT TO INCLUDE THE
PAYMENT OF COSTS ASSOCIATED THEREWITH AND ESTABLISHING
THE TIME AND PLACE FOR A PUBLIC HEARING THEREON.**

Mayor Duncan read the Resolution into the Minutes by title only. Mayor Duncan explained that this is part of federal funding mandate to replace lead service lines. A grant was applied for for funds to remove and replace all lead service lines in Tingle Acres Mobile Home Park. Once the project is complete, the principal loan will be forgiven. Councilman Steffen made a motion to accept the Resolution authorizing the issuance of up to \$707,000.00 maximum principal amount general obligation bonds to provide financing for the costs associated with the town's Tingle Acres Mobile Home Park (MHP) lead service line replacement project, said amount to include the payment of costs associated therewith and establishing that a Public Hearing be held on said on the 7th day of October, 2024, at 6:00 o'clock in the evening, prevailing time, at the Town Hall, 1 W. Church Street, Selbyville, Delaware as presented. Motion seconded by Councilwoman Dr. Cary and carried by all.

4. Reports

A. Police Report – B. Wilson

Chief Wilson reported there were 265 calls for service, 110 tickets issued, and 4 criminal arrests for the month of August. He announced that the department has received \$40,000 in grant funds from Sussex County which will be used to offset the cost of a previously purchased Chevrolet Tahoe.

Chief Wilson presented data from a speed survey they conducted on Lighthouse Road near the Atlantic Lakes development from August 2, 2024, to August 12, 2024. The total number of vehicles surveyed was 110,105 with an average speed of 44.5 mph. Councilwoman Dr. Cary expressed she was pleased to see that 84.3% of vehicles were traveling below the speed limit and only 0.9% were traveling excessively above the speed limit. Chief Wilson added that they plan to do a follow up speed study on Bethany Road. He concluded his report by stating that three officers are out on medical leave.

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B. Building and Code Enforcement – A. Merollini

See report for the month of August. Inspector Merollini reported that they issued 42 building permits, conducted 172 building inspections, contacted one contractor working in town limits without their Outside Contractor Business License, investigated four code violations, and posted one Meeting Agenda and one Stop Work Order. Administrative Assistant Long continues to assist the department with digitally creating and storing information related to permits and code enforcement. Additionally, they are taking Administrative Assistant Long out into the field at times to help her become familiar with some of what the Building Department does outside of the office. In turn, this will assist her with answering questions related to the department and its processes when she is in the office. Inspector Merollini concluded by stating that construction of the new Selbyville Public Library is almost complete. They are working on loading learning materials, and Whiting and Turner is working with our Public Works Department on various curb and road punch list items.

C. Hazard Inspection Committee – C. Snader

No report for the month of August. The two properties previously addressed by the Hazard Inspection Committee continue to make progress.

D. Water – G. Steffen

See report for the month of August. Councilman Steffen reported that the water plant produced 14,147,333 gallons of water which is a decrease of over 2,500,000 gallons since July 2024. We continue to purchase water from Artesian to supplement the water pressure on the eastern side of town. Everything in the plant is running as it should, and we continue to meet all State and Federal testing requirements. The Water Department continues to read and repair meters as necessary and mark water lines for Miss Utility locate requests.

E. Public Works – G. Steffen

Councilman Steffen reported that the Public Works Department has been working on a drainage project in the Industrial Park, cutting grass, spraying weeds, and cleaning catch basins. Councilman Steffen added that he recently saw them painting curb stops as well.

F. Recreation – G. Steffen

Councilman Steffen reported that the landscaping, paving, and concrete work has been complete at the Town Park. New signage is also in place. Next, they are looking into getting picnic tables.

Mayor Duncan expressed that he is happy to see the Town Park is busy most Friday and Saturday mornings when he is passing through.

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G. Sewer Report – C. Snader

See report for the month of August. Councilman Snader reported the plant had an average daily flow of 983,900 gallons and a peak flow of 1,135,000 gallons. The plant performed within all required permit parameters for the month. Councilman Snader reported they have selected a slide gate contractor, M2 Construction, as approved at the August Town Council Meeting. According to the Town Engineer, they are waiting on scheduling for the slide gate work. Several pumps were clogged over the last month, but they have since been unclogged.

H. Planning & Zoning – C. Snader

See Minutes of the August 27, 2024, meeting.

Councilman Snader stated the first item on the agenda was consideration of Selbyville Volunteer Fire Company's Training Facility located at 30 N. Main Street. Councilman Snader invited Travis Timmons, Chief of Selbyville Volunteer Fire Company (SVFC), to present. Mr. Timmons stated they are looking to have an onsite training facility that is made up of two 40-foot metal storage containers side by side on a concrete pad located on the back corner of their property at 12 Polly Branch Road. This property is behind their primary 30 N. Main Street location. The storage containers are wind and water tight. With the amount of growth in the area, this would enable them to train new members prior to going to the State of Delaware training facilities as well as allow training for existing members. Some of the trainings they plan to conduct are Firefighter Self Survival, Search and Rescue, Ventilation, Fire Attack, and Incident Command System. Mr. Timmons acknowledged previously expressed concerns regarding smoke and water runoff from the storage containers. He explained that live burns have different rules and regulations they would need to follow, so they will just be using a commercial grade fog machine and special facemasks to simulate a real fire. He reiterated that everything would be contained to the storage containers. Mr. Timmons added that they have a variety of color options, and if they faded over time, they would paint them and perform the necessary maintenance. Councilman Snader informed the rest of the Council that the Planning & Zoning Commission had no objections, however, the Town Code does not allow storage containers to be used for anything other than storage. Inspector Merollini asked Mr. Timmons to address concerns related to water use. Mr. Timmons explained that since there is no actual fire, there will be minimal water use. Mayor Duncan asked where the water that is used will go. Mr. Timmons stated it would go into the ground but would not contain debris or other contaminants. Additionally, Mayor Duncan inquired about concerns related to noise and traffic. Mr. Timmons stated that they currently train twice a month on Wednesdays, and they may not always be at the training center. One Wednesday is drill training and the other is engineering training. He added they have been performing these same trainings for many years, and they do their best to obey curfew and not disturb neighboring properties. Councilwoman Dr. Cary inquired about the illustration of the training facilities that was provided. Mr. Timmons explained that it is an example and not an exact rendering, and after a brief discussion, Councilwoman Dr. Cary requested an accurate rendering be provided by next month's meeting. Councilman Steffen, Councilwoman Dr. Cary,

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and Mayor Duncan inquired about notifying the neighbors. Mr. Timmons reiterated that these trainings have been occurring for many years, and the only change would be having a facility to perform the trainings in. It was the recommendation of the Planning & Zoning Commission for the Mayor & Council to approve this request. Councilman Snader made a motion to approve the Selbyville Volunteer Fire Company's Training Facility located at 30 N. Main Street. The motion was not seconded. Councilwoman Dr. Cary made a motion to table the consideration of the Selbyville Volunteer Fire Company's Training Facility located at 30 N. Main Street and requested an accurate rendering and site plan be provided and further discussion regarding notifying neighboring properties. Motion seconded by Councilman Steffen and carried by all.

Councilman Snader stated the second item on the agenda was consideration of preliminary site plan approval for an office/shop for One Hour Heating & Air located at 204 Gumboro Road. Ray Blakeney of Plitko Engineering presented the request on behalf of One Hour Heating & Air. Ron Williams, the owner of One Hour Heating & Air, was also in attendance. Mr. Blakeney explained that the property is zoned GC-General Commercial and is approximately 0.77 acres. The site is connected to town utilities. He added there is an existing tax ditch at the rear of the property with a maintenance right-of-way. Mr. Blakeney stated they are proposing to build a building to serve as an office and a shop for One Hour Heating & Air as well as Benjamin Franklin Plumbing. The proposed building would be 3,840 square feet. 2,200 square feet would be office space, and the remaining 1,640 square feet would be a maintenance shop. The owner anticipated 4-6 employees daily with up to 12 additional mechanics present in the morning before they are dispatched for service calls. There would not be customer meetings at the facility. Office employees would have personal vehicles, and the mechanics would drive company vans. Per the Town Code, 14 parking spaces would be required, but they are planning to have 18 parking spaces. They have had an initial meeting with DeDOT regarding the entrance to the site. They have also had an initial meeting with the Sussex Conservation District regarding stormwater management. They are anticipating an infiltration or retention basin behind the proposed facility which would outfall into the tax ditch which should take care of a majority of the site runoff. Mr. Blakeney explained that due to grading it is possible the front of the site may drain to the existing catch basin as part of the municipal drainage system, and if so, they would request a Letter of No Objection from the town. He referenced a discussion at the Planning & Zoning Commission Meeting regarding the adjacent property owners. He stated Mr. Williams would be willing to install a 6-foot privacy fence and has discussed this with the neighboring property owner. It was the recommendation of the Planning & Zoning Commission for the Mayor & Council to approve this request. Councilwoman Dr. Cary made a motion to accept the preliminary site plan approval for an office/shop for One Hour Heating & Air located at 204 Gumboro Road as presented. Motion seconded by Councilman Steffen and carried by all.

Councilman Snader stated the third item on the agenda was the consideration of lot consolidation and preliminary site plan approval for an 8,250 square foot warehouse owned by Leimbach Investments, LLC located at 50 N. Main Street, District 5-33, Map 16.12, Parcel 35.00 & 35.01. Bob Palmer of Beacon Engineering presented the request on behalf of the applicant Matt Leimbach of Leimbach Investments, LLC. Mr. Palmer stated that they came before the Mayor &

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Council and Planning & Zoning Commission in the past to redevelop this property Mr. Leimbach purchased as part of a Brownfields Redevelopment Project. The then proposed 8,000 square foot building (Use A) is split between Mr. Leimbach's carpet and cabinet businesses. Use D is office space for the carpet business. Use B is currently a church that meets during the evenings and weekends. Use C is a salon. In regards to the addition of the proposed warehouse space (Use E), the Town Code does not specify requirements related to warehouse parking. As with their original application in 2017, they utilized the warehouse parking requirements from Worcester County and determined 3 parking spaces would be necessary based on the size of the warehouse. He added that this warehouse would be for storage. Mr. Palmer stated that if all uses were to operate at the same time, 68 parking spaces would be required. Since the church (Use B) operates on evenings and weekends while the majority of the uses operate Monday-Friday during the day, they intend to develop shared facilities and have determined that 45 total parking spaces would be necessary. They have discussed continuing to utilize the existing entrance with DelDOT. They plan to repave the rear of the property and have left enough space between the building and parking spaces for a firetruck to access it. The existing roll-off dumpsters would stay where they are currently located. There is an existing privacy fence along the north side of the property. Additionally, in regards to drainage, they are proposing a constructed wetland that meets the DNREC requirements for sediment and stormwater. They are negotiating about utility easement with a neighboring property owner. Mr. Pamer presented the warehouse floor plan and building rendering. The warehouse will match the existing building. Councilman Snader stated a neighbor came to the Planning & Zoning Commission meeting and expressed concerns related to internet interruptions as she works from home and her job requires an internet connection. Mr. Palmer stated they will include notes throughout the construction and stormwater plans that request the contractor "test pit and physically verify" to reduce the chance of internet interruptions. It was the recommendation of the Planning & Zoning Commission for the Mayor & Council to approve this request. Councilwoman Dr. Cary made a motion to approve the lot consolidation and preliminary site plan approval for an 8,250 square foot warehouse owned by Leimbach Investments, LLC located at 50 N. Main Street, District 5-33, Map 16.12, Parcel 35.00 & 35.01 as presented. Motion seconded by Councilman Snader and carried by all.

Councilman Snader stated the fourth item on the agenda was consideration of preliminary plan approval for a 32-lot subdivision located at Lighthouse Road & Lynch Road, owned by Bruce & Sandra Bennett, District 5-33, Map 17.00, Parcel 156.00. Steve Fortunato of Bohler Engineering presented the request. Mr. Fortunato also introduced Kevin Prenderville of Insight Land Company who works in conjunction of Insight Homes. He explained that this property is currently zoned R-4 Residential, and they are asking for the RPC overlay as well as four waivers/variances. The subdivision will have one access point off of Lynch Road. They had a pre-application meeting with DelDOT. This area does not require a traffic impact study nor any Lighthouse Road intersection improvements, but they will be required to install a right-turn lane along Lynch Road to enter the subdivision. They anticipate stormwater being collected in two main stormwater facilities, but they may need to explore an additional drainage ditch. They have had a pre-application meeting with the Sussex Conservation District and DNREC and are exploring a downstream analysis to analyze existing tax ditches and to ensure they are not

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adversely impacting existing properties or waterways. The preliminary plan does not show any of the following waivers/variances, but rather the requirements as written in the town code. The first waiver/variance they are requesting is RV parking from 7 spaces to 4 spaces. The second waiver/variance they are requesting is to reduce the minimum roadway width from 34' to 28'. He stated they will all be single-family homes with two-car garages and driveways, so they do not anticipate a lot of on-street parking. This will also allow more room for the street trees. The third waiver/variance they are requesting is to increase the street tree spacing from 60' to 75' since the lots are a minimum of 75' wide. The fourth waiver/variance they are requesting is to reduce the tree count per lot from 2 to 1. Mr. Fortunato stated they would then use the second tree in different areas of the subdivision, so the total number of required trees would still be met. This would assist with providing the trees with ample space to grow and not interfere with utility lines. Mayor Duncan suggested using the remaining required number of trees to assist with buffering neighboring properties including Lighthouse Crossing. Mayor Duncan expressed concerns regarding decreasing the width of the roadway from 34' to 28' as related to on-street parking and fire apparatus and snowplows having enough room. Councilwoman Dr. Cary added that residents of Lighthouse Lakes in particular have expressed that they prefer wider streets. Mr. Fortunato added that a majority of the subdivision has only one house facing the roadway, so the chances of vehicles parking on both sides of the road seem slim. Mr. Prenderville acknowledged the concern as well and stated they could inquire about the possibility of eliminating on-street parking in the HOA documents. Additionally, Councilwoman Dr. Cary inquired about the anticipated price range of the homes. Mr. Prenderville explained that it varies as they are market-driven, however, the range will most likely be similar to the cost of the homes in Coastal Villages. It was the recommendation of the Planning & Zoning Commission for the Mayor & Council to approve this request. Councilman Steffen made a motion to accept the preliminary plan approval for a 32-lot subdivision located at Lighthouse Road & Lynch Road, owned by Bruce & Sandra Bennett, District 5-33, Map 17.00, Parcel 156.00 with the four waivers/variances as presented. Motion seconded by Councilwoman Dr. Cary and carried by all.

I. Industrial Park Report – S. Long

No report for the month of August. Town Administrator Long reiterated that the Public Works Department recently completed a grant funded drainage project at the Industrial Park. The grant funds were received from Senator Hocker and Representative Collins.

J. Annexation Report – C. Cary

No report for the month of August.

K. Economic Development Committee – C. Cary

See Minutes of the August 12, 2024, meeting.

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Councilwoman Dr. Cary reported the Economic Development Committee discussed how to promote the mission statement, vision statement, and tagline that were approved at the August Town Council Meeting visible to the community. They discussed promoting them on the Town's social media and website as well as possibly displaying the tagline on new signage eventually. Additionally, they discussed ways to attract businesses and suggested inviting Daniel Bunting to the September meeting. The Economic Development Committee's September meeting took place earlier today, and Daniel Bunting was able to attend. Mr. Bunting discussed with the committee ways to plan ahead for businesses to assist with attracting them to the area in the future. Councilwoman Dr. Cary announced the "World Class Business Climate in a Hometown" video created by the Economic Development Office for Sussex County, Excite Sussex, has been published and is a nice tool that highlights the town. She reported the committee continues to discuss beautification and walkability as well. The Bethany-Fenwick Area Chamber of Commerce is currently creating a map of Selbyville. Councilwoman Dr. Cary expressed appreciation for Mountaire Farms and Sullivan's Landscaping for updating the planters, and the Selbyville Community Club for tending to the Veterans Memorial in front of Town Hall. She concluded her report by stating they discussed the upcoming Selbyville Trunk or Treat and added that Kelly Kline of the Selbyville Public Library is looking into the possibility of a "story stroll" at the Town Park around that time.

L. Administrative Report – S. Long

Town Administrator Long reported the first item on the agenda was the consideration of the beneficiary for the 2024 Christmas Parade proceeds. She explained that the Selbyville Community Club was selected as the beneficiary in 2023, however, the parade was canceled due to inclement weather. As a result, they did not have the chance to sell as many 50/50 raffle tickets nor receive leftover sponsorship funds as previous beneficiaries had since the 2023 sponsorship funds were rolled over to the 2024 Christmas Parade. Town Administrator Long is requesting they allow the Selbyville Community Club to have one more chance. The Mayor & Council agreed to allow the Selbyville Community Club to be the beneficiary of the 2024 Christmas Parade proceeds.

Town Administrator Long reported the next item on the agenda was the consideration of releasing Saltwater Landing's 1 year maintenance bond. She explained that DBF conducted final inspections in Saltwater Landing before the town would consider releasing the maintenance bond. DBF reported that there are thirteen items that need to be rectified prior to release which will be addressed promptly. Town Administrator Long explained the Council may release the maintenance bond contingent on the thirteen items being completed and receiving final inspection approval. After a brief discussion, Councilwoman Dr. Cary made a motion to release Saltwater Landing's 1 year maintenance bond contingent upon the thirteen items being completed and receiving final inspection approval by DBF. Motion seconded by Councilman Steffen and carried by all.

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Town Administrator Long stated that there is a new retail tobacco shop, Marleyz Smoke Shop, coming to town on DuPont Blvd. They have filed the appropriate paperwork and are awaiting Fire Marshal review. They will be monitored and enforced by Delaware Alcohol & Tobacco Enforcement (DATE). She added that they currently have a location in Millsboro and are not allowed to sell anything that contains above .3% THC from hemp oil.

Town Administrator Long concluded her report by referring to the discussion from the August Town Council Meeting regarding the 10 letters that were mailed to property owners on E Dukes Street Ext. and W Dukes Street Ext. This began when one of the property owners on E Dukes Street Ext. submitted a letter requesting the street name be changed. Town Administrator Long stated that she received 12 responses in favor of the street name change and 1 response against it. 2 property owners did not respond but were reached out to several times. The Mayor & Council agreed to allow the Town Administrator to move forward with starting the street name change process for E Dukes Street Ext. and W Dukes Street Ext.

5. Visitors in Attendance:

Mike Mercillott, a resident of Victoria Forest, expressed appreciation for the Selbyville Police Department and their recent traffic studies. He stated that he spoke with someone named Brittany at DelDOT regarding the possibility of getting speed enforcement devices on Bethany Road. She stated she would put the request in; however, they are limited and will mainly be used for major highways. She recommended continuing the use of the speed trailer and police presence.

An attendee stated that the pedestrian crosswalk in front of Lighthouse Lakes needs to be repainted. Mayor Duncan asked Inspector Merollini to reach out to DelDOT regarding this.

Chris Mercurio, a resident of Lighthouse Lakes, expressed frustration with the delayed vote regarding Selbyville Volunteer Fire Company's Training Facility and stated that he believes the request should have been approved as it is for the safety of their members, town residents, and the community.

Doug Smith of Mountaire Farms reported that they performed 92 odor checks since the last town meeting and detected six instances of odor. They are dedicated to reducing the instances of odor.

Zach Evan of Mountaire Farms announced that this year marks the 30th Anniversary of Thanksgiving for Thousands. Over the past 30 years they have provided over 2,000,000 meals to communities throughout Delmarva and North Carolina. Thanksgiving for Thousands is open to the public and will take place on Saturday, November 23, 2024. Registration to request a meal box is open. Volunteer registration will open on October 15, 2024. More information can be found at <https://mountaire.com/mountaire-cares/meals-for-thousands/>. Additionally, Mr. Evans announced that Mountaire Farms is excited to be the presenting sponsor of the Selbyville Christmas Parade. As a result of the 2023 Christmas Parade sponsorship being rolled over to the 2024 Christmas Parade, Mountaire Farms has sponsored a new advertisement banner for the

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parade. Mr. Evans also stated that he will be the emcee for the parade, and they will bring in JK Sound to assist as well.

Kelly Kline, Director of the Selbyville Public Library, announced that the current library will close on September 27, 2024, for approximately one month to move to the new library. They anticipate hosting the grand opening of the new library on November 14, 2024, at 2:00 PM. Ms. Kline added that over the summer they provided over 1,000 lunches to kids throughout the community.

Ken Daly, a resident of Lighthouse Crossing, inquired about any progress that was made since the July Town Council Meeting where water related issues were discussed. Councilman Steffen stated that the Water Resource Committee met and is awaiting additional information from other towns throughout Delaware to see what works and what does not. Town Administrator Long added that once more information is received and the Water Resource Committee has met to discuss a path forward, it will be sent out to the HOAs. Mr. Daly also requested more updates regarding the new water tower. Mayor Duncan stated that the water tower project is continuing to move forward. The State of Delaware has requested another environmental impact study for the property the town currently has. Additionally, the Sussex Conservation District is requesting additional runoff property, which the town is working with the fire company on. They have met with the well driller to do the test wells, the company that does soil boring, and the tank builder. Mayor Duncan stated a lot of the conversations are between the state agencies and the engineering firm, but after further discussion, he hopes to have additional information next month.

There being no further business to discuss Councilwoman Dr. Cary made a motion to adjourn the meeting and go into Executive Session to discuss personnel matters and preliminary discussions on site acquisition for any publicly funded capital improvements, or sales or leases of real property, as permitted by *29 Del. C. § 10004(b)(2)*. Motion seconded by Councilman Steffen and carried by all.

Mayor Duncan adjourned the meeting and thanked everyone for attending.

Respectfully submitted,



Loryn Rose
HR Specialist

EXECUTIVE SESSION