

1 West Church St.
P.O. Box 106
Selbyville, Delaware 19975
302-436-8314
302-436-8018 Fax



Mayor
Richard A. Duncan, Sr.
Council
Dr. Carol R. Cary
Monroe B. Hudson, Jr.
Chris S. Snader, Sr.
Gary L. Steffen
Town Administrator
Stacey L. Long

AGENDA SEPTEMBER MEETING

Date: September 8, 2025
Time: 6:00 P.M.
Place: Selbyville Town Hall

To Join the ZOOM Meeting Online:

<https://us06web.zoom.us/j/83552221479?pwd=PF7dEd8aYOeyb6ARF8OAgbDffYOlvY.1>

If your computer/laptop doesn't have a microphone, you may call into the event at the following phone number: 301-715-8592

- A. When prompted, the Meeting ID: **835 5222 1479**, followed by the # sign.
- B. There is no Member ID, just press the # sign.
- C. Enter the Passcode: **918358**, followed by the # sign.

1. Opening of Meeting:

- A. Call to order
- B. Pledge of Allegiance
- C. Public Hearing –
AN ORDINANCE AMENDING THE TOWN CODE OF THE TOWN OF SELBYVILLE, CHAPTER 200, ZONING ("ZONING CODE"), BY ADDING THERETO A NEW ARTICLE XXIII, TEMPORARY USES AND STRUCTURES.
- D. Close Public Hearing.
- E. Vote on Public Hearing.
- F. Approval of Minutes August 4, 2025, meeting
- G. Treasurer's report & authorization to pay bills

Mayor Duncan
Mayor Duncan

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2. Mayor's Report & Comments:

- A. Appointment of Annexation Committee Member to fulfill vacancy
- B. September Hunger Action Month Proclamation
- C. **A CORRECTIVE ORDINANCE TO AMEND THE CODE OF THE TOWN OF SELBYVILLE, BY REVISING CHAPTER 1, GENERAL PROVISIONS, SECTION 1-18.A, TO CLARIFY THAT THE TOWN MAY COLLECT REASONABLE ATTORNEYS' FEES AND COSTS WHEN COLLECTING ANY CHARGES DUE THE TOWN, AND BY REVISING CHAPTER 166, TAXATION, BY ADDING THERETO A NEW ARTICLE III, GENERAL PROVISIONS, SECTION 166-14, COLLECTION OF TAXES DUE THE TOWN, GENERALLY, TO CLARIFY THAT THE TOWN MAY COLLECT REASONABLE ATTORNEYS' FEES AND COSTS WHEN COLLECTING ANY KIND OF TAX DUE THE TOWN.**

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- D. **RESOLUTION DIRECTING THE ANNEXATION COMMITTEE TO INVESTIGATE THE POSSIBILITY OF ANNEXING CERTAIN TERRITORY, CONTIGUOUS TO THE PRESENT LIMITS OF THE TOWN OF SELBYVILLE, OWNED BY FAITH I. CARAS, SUSAN C. FOUST AND LOVELLA B. MCCABE, IDENTIFIED AS PART OF SUSSEX COUNTY TAX MAP AND PARCEL NO. 533-17.00-124.00, CONTAINING 9.019 ACRES, MORE OR LESS; AND TO AMEND THE ZONING MAP AND ZONING ORDINANCE OF THE TOWN OF SELBYVILLE TO INCLUDE SAID TERRITORY IN THE R-4 RESIDENTIAL DISTRICT, WITH A RESIDENTIAL PLANNED COMMUNITY (RPC) OVERLAY.**
- E. **RESOLUTION AUTHORIZING SUBMISSION OF AN OUTDOOR RECREATION, PARKS AND TRAILS (ORPT) GRANT PROGRAM APPLICATION TO THE DELAWARE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL, THROUGH ITS DIVISION OF PARKS AND RECREATION; IDENTIFYING A PROJECT MANAGER FOR THE TOWN PROJECT TO BE FUNDED BY ANY GRANT ASSISTANCE AWARDED; IDENTIFYING AND APPROVING THE TOWN'S FINANCIAL INVESTMENTS FOR THE TOWN PROJECT TO BE FUNDED BY ANY GRANT ASSISTANCE AWARDED; AND CONFIRMING THE TOWN'S COMMITMENT TO MAINTAIN THE TOWN OF SELBYVILLE COMMUNITY PARK THAT IS THE SUBJECT OF THE GRANT APPLICATION AND THE TOWN PROJECT TO BE FUNDED BY ANY GRANT ASSISTANCE AWARDED.**
3. Reports – Council, Committees, Etc.:
- | | |
|--|--------------|
| A. Police | M. Hudson |
| 1. Side entrance safety enhancements | |
| 2. Emergency equipment for new police vehicle | |
| B. Building and Code Dept | A. Merollini |
| C. Hazard Inspection Committee | C. Snader |
| D. Water Dept | G. Steffen |
| E. Public Works | G. Steffen |
| F. Recreation Dept | G. Steffen |
| 1. Consideration of a quote from Vector Security for installing an additional security camera in the Town Park | |

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- G. Sewer Dept C. Snader
 - 1. Consideration of quote from Whel-Tech for a new control panel for Polly Branch Pump Station
 - 2. Consideration of quote from Aet Electric Inc. to demo the existing panel and install the new control panel for Polly Branch Pump Station
- H. Planning and Zoning Committee C. Snader
 - 1. Report of August 27, 2025, meeting.
 - a. Consideration of a Conditional Use to allow for the continuation of the existing residential rental house, and adding a commercial pole barn for online retail sales and storage in the rear of the property, located at 210 Hosier Street Ext., District 5-33, Map 16.00, Parcel 16.00, owned by Diana & Robert Auker
 - b. Review and consideration of the draft Sign Code prepared by AECOM
- I. Industrial Park S. Long
- J. Annexation Committee C. Cary
- K. Economic Development Committee C. Cary
- L. Security Committee M. Hudson
- M. Administration C. Cary
- N. Administration S. Long
 - 1. New Business
 - a. Consideration of Beneficial Acceptance for Maple Crest Subdivision
 - b. Consideration of request from Selbyville Historical Society regarding waiving or discounting their utility fees and/or taxes.
 - c. Consideration of new business licensing software through Cloud Permit – Business License Module
 - d. Security System Upgrades
 - 2. Old Business
- 4. Visitors in Attendance – (Speakers limited to 3 minutes.)

THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE DELETION OF ITEMS, THE ADDITION OF ITEMS INCLUDING EXECUTIVE SESSIONS AND EXECUTIVE SESSIONS WHICH ARISE AT THE TIME OF THE MEETING.

Posted: August 29, 2025

Amended: September 2, 2025

- 3.A.1. Item received after the initial posting of the agenda.
- 3.A.2. Item received after the initial posting of the agenda.
- 3.N.1.d. Item received after the initial posting of the agenda.