



**TOWN OF GREENWOOD  
TOWN COUNCIL MEETING  
100 W. Market Street  
Wednesday Dec. 14, 2022 @ 6:30 P.M.**

**CALL TO ORDER: Pledge of Allegiance**

**APPROVAL OF MINUTES**

1. Town Council Meeting Minutes Nov.9 2022
2. Special Council Meeting Minutes May 26, 2022

**POLICE**

1. Verbal Report-Chief Thomas

**TOWN MANAGER REPORT**

1. Verbal Report – Janet Todd

**OLD BUSINESS**

1. Discussion of goals for the year 2023

**NEW BUSINESS**

1. CDBG Community Development Block Grant presentation
2. Award trash removal contract

**PUBLIC COMMENT**

The Public Comment portion of the Town Council Meeting affords members of the public the opportunity to share with the Town Council questions, thoughts, comments, concerns, and/or complaints regarding the Town. Anyone interested in addressing the Town Council will be given three (3) minutes to do so. The Town Council is sincerely interested in hearing from the public, but please know that the Town Council is not legally required to provide responses to, or take action on, any matters addressed in citizens' privilege.

**EXECUTIVE SESSION:** . Executive session to discuss personnel matters in which the names, competency and abilities of individual employees will be discussed.

**Possible action on items discussed in executive session**

**ADJOURNMENT**

**NOTES:**

AGENDA SHALL BE SUBJECT TO CHANGE TO INCLUDE ADDITIONAL ITEMS (INCLUDING EXECUTIVE SESSIONS) OR THE DELETION OF ITEMS (INCLUDING EXECUTIVE SESSIONS), WHICH ARISE AT THE TIME OF THE MEETING. [29 Del. C. Sec.10004 (e)(3)].

ALL ITEMS ON THE COUNCIL MEETING AGENDA ARE SUBJECT TO A POTENTIAL VOTE.

AGENDA ITEMS MAY BE CONSIDERED OUT OF SEQUENCE. Posted: 12/6/2022

**Town of Greenwood**  
**Town Council Meeting Minutes**  
**Wednesday, November 9, 2022**

**Call to Order**

Mayor Donovan opened the meeting with the Pledge of Allegiance at 5:30 p.m.

**Councilman and Officials Present**

Mayor Donald Donovan, Councilman Mike Moran, Councilman Donald Torbert, Councilwoman Durene Jones, Police Chief Phillip Thomas, Town Manager Janet Todd, Town Clerk Carolyn Chisenhall, Town Solicitor Stephani Ballard

**Executive Session**

Motion by Councilman Moran, Seconded by Councilwoman Jones to enter Executive Session at 5:31p.m. CARRIED Unanimously.

**Return to Open Session**

Motion to return to open session at 5:52 p.m., made by Councilman Torbert, Seconded by Councilwoman Jones. No action taken on matters discussed in executive session.

**Approval of Minutes**

Motion by Councilman Moran, Seconded by Councilman Torbert, to approve the Minutes of the October 12, 2022, Town Council Meeting. CARRIED Unanimously.

**Police Report**

Chief Thomas shared that the Police Department is scheduling interviews for a part-time administrative assistant. They are still looking for another officer as well.

**Town Manager Report**

Mrs. Todd gave some updates, including:

1. Electronic hydrant flushers are all in and operational.
2. We have received a lot of entries for the Christmas parade. It will be bigger than last year. Thank you to Dee Jones for her work on that.
3. The VFW Enhancement Center has been put on hold per Commander Trapp while they get some things taken care of.
4. The new public works building is up, the railroad station renovation is nearly complete, and the painting of the water tower is complete as well.
5. Milford Housing is waiting for final approvals from the County and Soil Conservation.

Mrs. Todd asked Council to consider "project goals" for next year. She will add that to next month's agenda for discussion.

**Old Business**

1. Second reading of Ordinance C5A: An ordinance repealing in its entirety and replacing Ordinance C-5 establishing procedures for absentee voting in the annual municipal election and providing penalties for violations thereof. Mayor Donovan read a synopsis.  
Motion to approve the Ordinance was made by Councilman Torbert, Seconded by Councilwoman Jones. CARRIED Unanimously.
2. Second Reading of Ordinance C14: An ordinance establishing a voter registration program for municipal elections in the Town of Greenwood. Mayor Donovan read a synopsis.  
Motion to approve by Councilman Moran, Seconded by Councilman Torbert. CARRIED Unanimously.

**New Business**

Ms. Ballard stated that she is drafting a ballfield agreement for Greenwood that is similar to the one that Bridgeville currently has. Representatives from Woodbridge Little League and Diamond State Ducks participated in a discussion about the Greenwood ballfield.

**Adjournment**

Meeting adjourned at 6:48 p.m. with a motion by Councilwoman Jones, Seconded by Councilman Moran.

Attested \_\_\_\_\_, Town Manager

DRAFT



**TOWN OF GREENWOOD  
SPECIAL COUNCIL MEETING  
THURSDAY, MAY 26, 2022, at 5:30 P.M.  
GREENWOOD TOWN HALL**

**MINUTES**

**Call to Order**

Mayor Donovan called the meeting to order at 5:30 pm and opened with the Pledge of Allegiance.

**Councilman and Officials Present**

Mayor Donald Donovan, Vice-Mayor Norman Reed, Councilman Dee Jones  
Town Manager Janet Todd, Town Clerk Carolyn Chisenhall

**New Business**

**Resolution M-20 Authorizing the Creation of an Asset Management Planning Process.**

Manager Todd explained that the State is requiring Towns to have an asset management plan to get funding. The grant request will allow the Town to create the plan without using Town funds. It will also allow us to create a detailed water system plan that will help Roger with maintenance and upgrades. Vice-Mayor Reed moved to approve the Resolution, Seconded by Councilman Jones. CARRIED Unanimously.

**Adjournment**

Meeting adjourned at 5:33 pm after a motion by Vice-Mayor Reed, Seconded by Councilman Jones.

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Town Manager



**TOWN OF GREENWOOD  
100 W. MARKET ST.  
GREENWOOD, DE. 19950  
PH# 302-349-4534**

An ad was placed for weekly residential trash removal with a deadline of December 6<sup>th</sup>. On December 6<sup>th</sup> at 2:00 pm the two sealed bids received were open with Chief Thomas as the witnessing party and Carolyn Chisenhall, administrative clerk present. The bids received were as follows:

**Waste Industries of Delaware dba GFL Environmental**

- Monthly price of \$22.91 per home to service trash once weekly and recycle bi-weekly which includes two 95 gallon containers. In year two the price would increase to \$23.83 per month and year three \$24.78 per month.

**Republic Services**

- Monthly price of \$22.98 per home to service trash once weekly and recycle bi-weekly which includes two 96 gallon containers. In year two the price would increase to \$23.90 and year three the price would increase to \$24.86.