



**TOWN OF GREENWOOD
TOWN COUNCIL MEETING**
Greenwood VFW Post 7478 Mill St. Greenwood De 19950
Wednesday March 13, 2024 6:00 p.m.

CALL TO ORDER: Pledge of Allegiance

APPROVAL OF MINUTES :

1. Town Council Meeting Minutes Feb. 14, 2024 Council Meeting
2. Approval of Feb. 14, 2024 Executive Session Minutes

OLD BUSINESS:

NEW BUSINESS:

1. Discussion of Comprehensive Plan update- Dorothy Morris, Office of State Planning
2. First Reading Ordinance 2024-01, Ordinance Repealing Prior Ordinances Governing the Sewer System within the Town of Greenwood.
3. Discussion of sale of Greenwood Ball Field (request of Mayor Kemp) to include requested discussion by representatives of the Diamond State Ducks (request of Tim Uber)
4. Discussion and possible action on Greenwood Ball Field License and Use Agreement (request of Mayor Kemp), to include requested discussion by representatives of the Diamond State Ducks (request of Tim Uber)
5. Discussion of potential Charter Revisions (request of Mayor Kemp)
6. Discussion of Community Events/Activities and possible appointment of Committee/Volunteers (request of Mayor Kemp)
7. Discussion of Standard Operating Procedures for Town Hall (Request of Mayor Kemp)
8. Discussion of personnel matter- Town Manager Janet Todd (request of Mayor Kemp for Executive Session, and request by Town Manager Todd to be heard in public session (29 Del.C. §10004(b)(9))
9. Discussion of Councilwoman Durene Jones (request of Mayor Kemp)
10. Discussion of role and duties of Mayor and Council per the Charter (request of Councilwoman Jones)

POLICE

1. Verbal Report-Chief Thomas

TOWN MANAGER REPORT

1. Verbal Report – Janet Todd
2. Audit update

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 the purpose of public comment is for Council to listen to comments, and the Town Council is not required to answer questions or provide immediate responses to concerns raised during public comment. Council may take action on items only when duly noticed on an agenda.

ADJOURNMENT

AGENDA MAY 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)].

Town of Greenwood
Town Council Meeting Minutes
Wednesday, February 14, 2024

COUNCIL and STAFF PRESENT:

Secretary Durene Jones, Councilman Mike Moran, Councilman Marshall Kemp, Councilman Donnie Donovan, Councilwoman Brenda Tallent, Town Manager Janet Todd, Police Chief Phillip Thomas, Town Clerk Carolyn Chisenhall, Solicitor Stephani Ballard.

CALL TO ORDER:

Councilwoman Jones opened the meeting with the Pledge of Allegiance at 6:30p.m.

APPROVAL OF MINUTES:

Motion to approve the January 10, 2024, Town Council Meeting minutes made by Councilman Moran, Seconded by Councilman Kemp. APPROVED Unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

- Solicitor Ballard swore in the newly elected Council members: Donnie Donovan, Durene Jones, and Brenda Tallent. The Council reorganized and Councilman Kemp was voted Mayor, Councilman Moran was voted Vice-Mayor, and Councilman Donovan was voted Secretary.
- Sharon Cruz, engineer at Davis Bowen & Friedel, led a discussion of the Hazard Mitigation Plan, which will help the Town with FEMA funding eligibility in case of disaster.
- Tim Uber spoke about the Ballfield situation and the history of Woodbridge Little League and Diamond State Ducks being able to communicate and share the use of the field. Both parties have submitted requests for use of the field, though the Ducks do not ask to use the tee ball field. Mayor Kemp proposed voiding the current contract and giving 100% control to Woodbridge Little League for a \$1.00, 25-year lease, to be renegotiated in 2049. Ms. Ballard stated that the lease of a Town owned property would have to be an agenda item. Mr. Uber conceded that in the past, Woodbridge controlled the field, and he contacted Mr. Friedel about its use without going through the Town. Mayor Kemp suggested the Town have no involvement and Vice-Mayor Moran could be a middleman to keep this situation from happening again. Mayor Kemp requested the lease of the Greenwood Ballfield to the Little League as an agenda item next month. Mike Breeding, long time past president of Woodbridge Little League, and Chris Haymond, current WLL president, made comments.
The council voted to table the Ballfield discussion until next month, where it will again be added to the agenda.
- Councilwoman Jones made a motion, Seconded by Vice-Mayor Moran, to appoint Michael Phillips and Donald Torbert to the vacancies on the Planning Commission. APPROVED

POLICE REPORT:

Chief Thomas greeted the Council and gave a verbal report. He stated that the Police Department is coming up for reassessment and there may be some State of Delaware people here checking records. The Chief requested that the Council reinstate a Police Commissioner.

Mayor Kemp motioned to make Councilwoman Tallent a Police Liaison. Unanimously APPROVED.

The sale of the surplus vehicle was discussed. Manager Todd stated that there is an ordinance that says it should be sold through Ebay, auction, or sealed bid. Chief clarified that if it is purchased by someone outside of law enforcement, all equipment must be removed.

Mayor Kemp asked the Chief if we are looking for a new secretary. The Chief said we are going to need one, but with the accreditation reassessment coming up, he doesn't have time to hire and send someone to get trained. The State has offered someone to us part time to help us with that. The Chief suggested bringing Amy Carey back part time as an option. There was some discussion about civilian employees in the Police Department.

TOWN MANAGER REPORT:

Manager Todd reported on the state required Cross Connection Control Plan, a tour of a marijuana grow-op facility, the sinkhole on Railroad Avenue which will be repaired by DNREC at no cost to the Town, and Dorothy Morris of the Office of State Planning will attend the March Council meeting to discuss the review and update of Greenwood's Comprehensive Plan. Staff have Land Use training on February 21 and FOIA training in March. Sussex Conservation has called in Miss Utilities to clean out ditches. Manager Todd would like to schedule a budget amendment workshop for March with the employees present. Manager Todd then thanked Mr. Torbert for his leadership as the Mayor of Greenwood this past year.

PUBLIC COMMENT:

Anthony Massey spoke briefly, stating that Columbia Care in Milford would be glad to give Council a tour of their facility. Mr. Haymond asked if there had been any feedback or recommendation or funding from Sussex Conservation regarding flooding. Manager Todd replied that the tax ditch people say they don't have any money and that is why we are working with Sharon to find other ways to get funding to get some things done.

Mayor Kemp read a note from Patsy Abbott and Larry Smith.

EXECUTIVE SESSION:

Motion to leave regular session and enter Executive Session at 7:40 by Mayor Kemp, Seconded by Councilman Donovan.

ADJOURNMENT:

8:44 pm meeting adjourned.

Attested _____, Town Manager

First Reading: _____

Second Reading: _____

Adopted: _____

ORDINANCE# 2024-01

**AN ORDINANCE REPEALING PRIOR ORDINANCES GOVERNING
THE REGULATION OF THE SEWER SYSTEM WITHIN THE TOWN
OF GREENWOOD**

Whereas, the Town Council of the Town of Greenwood is authorized by Section 29(a)(13) of the Town Charter of the Town of Greenwood to provide, construct, extend, maintain, manage, and control a sewer system within the limits of the Town; and the Town has previously enacted several Ordinances on this subject; and

Whereas, in or around July 2021, the provision of Sewer Services for the Town of Greenwood was assumed by Sussex County, with the County assuming full responsibility for regulation of public Sewer Services within the Town, which were previously regulated by the Town of Greenwood, and

Whereas, as a result of such change, the Town's prior ordinances addressing the Town's regulation of the Sewer System are of no remaining force or effect:

BE IT HEREBY ENACTED by the Town Council of the Town of Greenwood, a majority thereof concurring in Council duly met, that, the following Ordinances of the Town of Greenwood are no longer in effect and should be and are hereby **REPEALED**:

Ordinance E-1 (adopted 7/2/91) – Prescribing regulations for the public sewer system

Ordinance E-1A (10/7/03) – Amending Ordinance E-1

Ordinance E-2 (10/9/91) – Establishing Regulations and Charges for the sewer system

Ordinance E-2B (10/7/03) – Amending Ordinance E-2

Ordinance E-2C (11/7/07) – Amending Ordinance E-2

Ordinance E-2D (5/13/08) – Amending Ordinance E-2

After adoption by the Town Council, this ordinance shall become effective immediately, and the above-listed ordinances shall be repealed.

APPROVED by a majority of the elected Council members of the Town of Greenwood Delaware

This _____ day of _____ 2024.

By: _____

Attest: Secretary of Council

Mayor