



Town of Greenwood  
100 W. Market Street  
Greenwood DE 19950  
(302) 349-4534

## Town Council Meeting January 14, 2026, 6:30 pm

### AMENDED

### AGENDA

#### I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

#### II. 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. The council may take action on items only when duly noticed on an agenda.

#### III. APPROVAL OF MINUTES

- a) November 12, 2025, Executive Session
- b) December 8, 2025, Special Town Council Meeting
- c) December 8, 2025, Executive Session
- d) December 10, 2025, Town Council Meeting

#### IV. POLICE REPORT

#### V. TOWN MANAGER REPORT

#### VI. OLD BUSINESS

- a) Ordinance A-1, allowable uses in Highway Commercial zoning
- b) Emails for Board Members
- c) FOIA Policy
- d) Employee vacation

#### VII. NEW BUSINESS

- a) Luff & Associates update
- b) CD Maturity
- c) Appointment to Board of Elections

#### VIII. COUNCIL MEMBERS' COMMENTS

#### IX. Executive Session

Strategy sessions and advice or opinions from an attorney-at-law regarding pending or potential litigation and to discuss personnel matters in which the names, competency and abilities of individual employees will be discussed and strategy sessions and advice or opinion from an attorney-at-law regarding pending or potential litigation<sup>2</sup> 29. Advice from attorney at law involving labor negotiations.

#### X. ADJOURNMENT

Agenda items may be considered out of sequence.

In accordance with 29 Del.C. §10004(e)(2), this Agenda was posted on 1/7/2026 and at least seven (7) days in advance of the meeting. Amended 1/7/26 to include VII.(c) Appointment to Board of Elections.

**NOTE:** AGENDA SHALL BE SUBJECT TO CHANGE, AT OR BEFORE THE MEETING, 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)]



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**Re: Special meeting**

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**From** Michael Moran <mmoran@townofgreenwood.us>  
**Date** Wed 1/7/2026 5:23 AM  
**To** Rhiannon Slater <rslater@townofgreenwood.us>  
**Cc** Carolyn Chisenhall <carolync@townofgreenwood.us>

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A motion was made to go into Executive session by Moran and second by Mr Donovan at 6:45. Council was advised by Mr. Sharp on the on going investigation . Council return to regular session @ 8:02 November 12, 2025

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**From:** Michael Moran <mmoran@townofgreenwood.us>  
**Sent:** Tuesday, January 6, 2026 3:44 PM  
**To:** Rhiannon Slater <rslater@townofgreenwood.us>  
**Cc:** Carolyn Chisenhall <carolync@townofgreenwood.us>  
**Subject:** Re: Special meeting

Ok ill get them

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**From:** Rhiannon Slater <rslater@townofgreenwood.us>  
**Sent:** Tuesday, January 6, 2026 2:26 PM  
**To:** Michael Moran <mmoran@townofgreenwood.us>  
**Cc:** Carolyn Chisenhall <carolync@townofgreenwood.us>  
**Subject:** Re: Special meeting

Mike, could you send over the Nov 12, 2025 Executive Session Minutes, please?

## Rhiannon Slater

Acting Town Manager  
302-349-4534 (P) 302-349-9332 (F)



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**From:** Michael Moran <mmoran@townofgreenwood.us>  
**Sent:** Sunday, December 28, 2025 9:25 AM  
**To:** Rhiannon Slater <rslater@townofgreenwood.us>  
**Cc:** Carolyn Chisenhall <carolync@townofgreenwood.us>  
**Subject:** Special meeting



TOWN OF GREENWOOD  
TOWN COUNCIL MEETING  
100 W. Market St; Greenwood, DE 19950  
Monday, December 8, 2025, 6:30 p.m.

**SPECIAL MEETING**  
MINUTES

**COUNCIL and STAFF PRESENT:**

Mayor Branden Cessna, Vice-Mayor Anthony Massey, Secretary Mike Moran, Councilor Donald Donovan, Councilor Dan Nelson, Acting Town Manager Rhiannon Slater, Clerk Carolyn Chisenhall, Police Chief David Walton, Attorney Anthony Delcollo.

**I. CALL TO ORDER:**

Mr. Cessna opened the meeting at 6:30 pm with the Pledge of Allegiance.

**II. PUBLIC COMMENT:**

Charlotte Torbert spoke in support of her friend Janet Todd. Kelli Nuwer shared her perception of the agenda verbiage and the social media post of it.

**III. EXECUTIVE SESSION:**

Motion by Mr. Massey to enter executive session at 6:36 pm. Second, Mr. Moran. Massey – Yes; Nelson – Yes, Cessna – Yes; Moran – Yes; Donovan – Yes. CARRIED.

**IV. RETURN TO OPEN SESSION:**

Motion by Mr. Nelson to return to open session at 9:47 pm. Second, Mr. Massey. Donovan – Yes; Moran – Yes, Cessna – Yes; Nelson – Yes, Massey – Yes. CARRIED. Motion by Mr. Nelson, seconded by Mr. Donovan, to issue the memorandum, *Notice of Intent of Dismissal as Town Manager and Termination of Employment*, to Janet Todd. Donovan – Yes; Moran – Yes; Cessna – Yes; Nelson – Yes; Massey – No. CARRIED.

**V. DISCUSSION:**

Pursuant to employee request, discussion regarding competence and performance was held in open session.

Reasons stated for votes were as follows:

Mr. Nelson stated that, based on the independent investigation and other factors, reasons for his vote included:

1. Failure to ensure completion of annual audits. Failure to reconcile multiple Town accounts, some for 2 years, which ultimately has led to our \$400,000.00 difference between what was in QuickBooks and what was in the bank accounts.
2. Failure to notify PKS, the Town's current auditing firm, and execute audit related tasks issued and commanded by Council.
3. Failure to provide Councilmembers with records requested to make accurate decisions.
4. Evidence from the investigation that Janet Todd had stolen over \$13,000.00 in overtime and wages from the Town. As a side note: "Corruption", that's a term that often gets thrown around, corruption is when a public official, which the Town Manager does qualify, uses that position to gain monetarily or personally.

5. Behaved unprofessionally toward staff and Councilmembers on multiple occasions.
6. Lied about the canine and canine program to Mayor and Council, requiring Council to delay and revisit the canine program for months.
7. Failed to act on critical information on a complaint on Town personnel.
8. Sought special favors from land developers regarding hunting access for a family member.
9. Provided false allegations against Councilmembers, of harassment and retaliation, in an effort to avoid providing requested information by Councilmembers about audits, finances, and basic Town matters.
10. Removed Town records from the Town that are confidential or internal such as, including but not limited to, FOIA information, financial information, police department information, Town solicitor correspondence, and insurance records.

Mr. Moran stated that he had no comment at this time.

Mr. Donovan stated that he based his decision on the report received from the independent investigator.

Mr. Cessna clarified they are basing decisions not on hearsay or assumptions but on the facts disclosed in the independent investigator's report.

Mr. Cessna then made a statement acknowledging the seriousness of the findings of the investigation. They revealed there are significant reasons to believe that critical information was withheld from Council, that financial procedures were ignored, and that actions were taken that did not align with the trust placed in that office. These conclusions were based on evidence from an investigation conducted by an independent investigator, not politics, personal motives, or rumor. Payroll irregularities have since been discovered, not only involving the former Town Manager, but also involving how vacation and leave time has been maintained with all employees. These issues were not included in the original investigation but are now being reviewed so they can be addressed appropriately and transparently. This is why oversight matters. This is why checks and balances matter. True transparency is essential.

Mr. Cessna stated that during the investigation, he was legally prevented from speaking publicly. Silence was required to protect the integrity of the process, but that left a void in which rumors grew, and accusations were made against him and the Council, claiming they had a personal vendetta or agenda, none of which was true. There was only a desire to review the evidence. He stated that some of the rumors, misleading comments, and accusations came from individuals on our Town boards. That contributed to misinformation, division, and outright falsehoods about the council and the process they were legally required to follow. That behavior is unacceptable. He stated that he and the Council have done their jobs. They followed the law, they are following the facts, and they are acting to protect this community and your tax dollars. From this point forward, they are strengthening internal controls, improving oversight, and making sure that failures that allowed these problems to occur are corrected. They are committed to ensuring that Greenwood's government operates with integrity and accountability at every level. As for the cost of the investigation, he stated, "The money spent is not an expense made to hurt the Town. It was an investment made to protect it. The purpose of this investigation was to uncover the truth, identify wrongdoing, and prevent further financial loss". He said, "when there are serious concerns involving public funds, ignoring them is not an option. Our responsibility is to confront the problem directly, fix it, and prevent it from happening again. That is exactly what this process has allowed us to do. This investigation was not just a cost; it was a safeguard. It ensures that Greenwood's future is more secure, more transparent, and more accountable". He also stated that, "Hiring Luff and Associates is part of our commitment to restoring transparency, strengthening oversight, and

making sure that every dime of taxpayer funds is properly accounted for. It is an investment in stability, accuracy, and trust, all of which Greenwood deserves". Mr. Cessna stressed that, "If these issues had remained hidden, if we had not taken action, this town would have been facing major financial disarray in the very near future."

Mr. Massey stated, "If I'm going to vote to dismiss a person, I should be able to look them in the face".

Mr. Cessna also made clear that Mrs. Todd still has a right to request a hearing regarding the charges and proposed discipline.

**VI. ADJOURNMENT:**

Adjourned at 10:02 pm with a motion by Mr. Donovan, seconded by Mr. Moran. Unanimous.

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Town Manager



Outlook

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## Special meeting

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**From** Michael Moran <mmoran@townofgreenwood.us>  
**Date** Sun 12/28/2025 9:25 AM  
**To** Rhiannon Slater <rslater@townofgreenwood.us>  
**Cc** Carolyn Chisenhall <carolync@townofgreenwood.us>

On Dec. 8 ,2025 at 6:30 pm the mayor called the special meeting to order. At 6:36 pm Vice Mayor Massey made

A motion to go into executive session and second by councilman Moran. Mayor called for vote councilman Donavon yes, councilman Nelson yes , councilman Moran Yes, Vice Mayor Massey yes, Mayor Cessna YES. The town Attorney spoke

About the investigation on Employee A and reviewed option A,B,C. Council returned to regular meeting @ 9:45 pm.



TOWN OF GREENWOOD  
TOWN COUNCIL MEETING  
100 W. Market St; Greenwood, DE 19950  
Wednesday, December 10, 2025, 6:30 p.m.  
MINUTES

**COUNCIL and STAFF PRESENT:**

Vice-Mayor Anthony Massey, Secretary Mike Moran, Councilor Donald Donovan, Councilor Dan Nelson, Acting Town Manager Rhiannon Slater, Clerk Carolyn Chisenhall, Chief David Walton, Town Solicitor Jamie Sharp. Absent: Mayor Branden Cessna (came in at 7:30 during A-1 discussion).

**CALL TO ORDER:**

Mr. Moran opened the meeting at 6:30 pm with the Pledge of Allegiance.

**PUBLIC COMMENT:**

Brenda Tallent read her letter thanking the 4 council members who voted to remove the Town Manager from her position, stating that it can be a tough job doing right. Larry Cannon asked to have Roger remove the 2 metal stakes from the yard at the church. Kelli Nuwer clarified that the Council voted to issue a memorandum of intent to terminate the employment of Janet Todd. She was not terminated. She also stated that everybody should be held to the same rules and standards. Jamie Webb thanked Council for doing a thorough investigation.

**APPROVAL OF MINUTES:**

- a) Motion by Mr. Donovan to approve the minutes of the November 12, 2025, Town Council Meeting. Second, Mr. Nelson.  
Donovan – Yes; Nelson – Yes; Massey – Recused; Moran – Yes. APPROVED.
- b) Motion by Mr. Nelson to approve the minutes of the November 21, 2025, Special Town Council Meeting. Second, Mr. Donovan.  
Massey – Recused, Nelson – Yes; Donovan – Yes; Moran – Yes. APPROVED.

**POLICE REPORT:**

Chief Walton stated that he had no verbal report at this time.

**TOWN MANAGER REPORT:**

Mrs. Slater presented her written report. She explained a FOIA response that had gotten a complaint to the Attorney General's office and how it had since been corrected. She also stated that the Smoker annexation resolution was back on the agenda because there was a typo (Beach Highway instead of Sussex Highway) in the address.

**OLD BUSINESS:**

A typo was found on Resolution 2025-09. It was corrected and needed to be resigned and notarized.  
Motion by Mr. Massey to approve the corrected Resolution 2025-09. Second, Mr. Donovan.  
Massey – Yes; Nelson – Yes; Donovan – Yes; Moran – Yes. APPROVED.

**NEW BUSINESS:**

- a) Motion by Mr. Massey to appoint Bill Pucci, Kelly O'Bier, and either David Miller or Henry Quackenbush to Board of Elections. Second, Mr. Nelson.  
Donovan – Yes; Massey – Yes; Nelson – Yes; Moran – Yes. APPROVED.
- b) Motion by Mr. Massey to post to fill Mr. Torbert's remaining term on the Planning Commission. Second, Mr. Donovan.  
Mr. Massey – Yes; Mr. Nelson – Yes; Mr. Donovan – Yes. APPROVED.
- c) Email accounts for board members were discussed. It would cost \$540.00/yr to add 10 accounts. Gmail accounts and DTI were suggested. More research will be done.
- d) Mr. Nelson wants to draft a FOIA policy to be reviewed by Mr. Sharp. Mr. Sharp stated that the AG's office has a FOIA template.
- e) Mrs. Slater stated that it appears the root of the ADP problems is in the original ADP setup. She will look into ADP versus QuickBooks. Motion by Mr. Massey to table the ADP payroll app discussion until the January meeting. Second, Mr. Nelson.  
Mr. Donovan – Yes; Mr. Nelson – Yes; Mr. Massey – Yes. APPROVED.
- f) Motion by Mr. Massey for an executive session next month to discuss individual paid time off and then afterwards, a possible vote in public on paid time off policy.  
Second, Mr. Nelson. (Incomplete).  
Motion by Mr. Nelson to honor employee A's December 9, 2025, request to carry over vacation. Second, Mr. Massey.  
Donovan – Yes; Massey – Yes; Nelson – Yes; Moran – Yes. APPROVED.  
Motion by Mr. Nelson to honor employee B's November 25, 2025, request to carry over vacation. Second, Mr. Massey.  
Massey – Yes; Nelson – Yes; Donovan – Yes; Moran – Yes. APPROVED  
Motion by Mr. Nelson to defer employee C's request to carry over vacation, until it is discussed in executive session at the January meeting. Second, Mr. Massey.  
Nelson – Yes; Massey – Yes; Donovan – Yes. APPROVED.
- g) The proposed tax rate to balance the approved budget is \$.45 per \$100 of 50% of Sussex County's assessed value. The revenue neutral rate would be \$.32; this is a 40.6% increase.  
Motion by Mr. Nelson to adopt the FY2026 property tax rate of \$.45. Second, Mr. Donovan.  
Massey – No; Nelson – Yes; Donovan – Yes; Moran – Yes. APPROVED.
- h) Motion by Mr. Nelson to remove FOIA fees from the 2026 Fee Schedule because that will be addressed in a separate policy for the town. Seconded by Mr. Massey. Mr. Sharp recommended the fees be left in the interim and the fee schedule can be amended when the FOIA policy is adopted. Motion withdrawn; second withdrawn.
- i) Motion by Mr. Nelson to keep FOIA fees in the proposed 2026 fee schedule. Second, Mr. Donovan.  
Donovan – Yes; Nelson – Yes; Massey – No; Moran – Yes. APPROVED.  
Motion by Mr. Nelson to adopt the FY2026 fee schedule. Second, Mr. Donovan.  
Massey – Yes; Nelson – Yes; Donovan – Yes; Moran – Yes. APPROVED.
- j) Motion by Mr. Donovan to adopt the 2026 holiday schedule. Second, Mr. Massey.  
Donovan – Yes; Nelson – Yes; Massey – Yes. APPROVED.
- k) Motion by Mr. Donovan to renew the lease for the railroad station with the same terms. Second, Mr. Massey.  
Massey – Yes; Nelson – Yes; Donovan – Yes; Moran – Yes. APPROVED.

- l) Motion by Mr. Donovan to table the accessory building and garage size discussion until January, when they can have more information from the attorney and staff. Second, Mr. Massey.  
Donovan – Yes; Massey – Yes; Nelson – Yes; Moran – Yes; Cessna – Yes. APPROVED.  
There was a lapse in video coverage, so the motion was done again.  
Motion by Mr. Donovan to have the staff and solicitor come back in January with a review of the requirements for private garages and accessory structures in all districts and also to compare with what other municipalities have in their ordinances, so that council can have a more informed view as to what can be done and what changes might be needed. Second, Mr. Massey.  
Donovan – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes; Moran – Yes. APPROVED.

**COUNCIL MEMBERS' COMMENTS:**

Mr. Cessna reminded everyone of the parade this Friday night and the street closures.  
Mr. Moran thanked the Chief and the volunteers who helped with the parade.  
Mr. Massey said that volunteers should represent the Town better than the screenshots he presented. He stands by his vote of “no” for Mrs. Todd’s dismissal. He stated the vote was based on the investigator’s report. He wanted to “clarify that because I shouldn’t let my friendship get in the way of it, because an employee is an employee. Until she gets her trial, until she gets her hearing, I haven’t heard what she has to say”. His stated his opinion that she be reprimanded.  
Mr. Nelson said that he had people approach him asking what was going on, and though he couldn’t talk about it at the time, the patience and understanding while going through the investigation process was much appreciated.

**ADJOURNMENT:**

Adjourned at 7:50 with a motion from Mr. Donovan. Second, Mr. Massey. Unanimous.

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Town Manager



## Town of Greenwood

100 W. Market St  
Greenwood, De 19950  
302-349-4534

# Memo

**To:** Mayor and Council

**From:** Rhiannon Slater, Acting Town Manager

**cc:**

**Date:** December 8, 2025

**Re:** Town Manager Report

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- I have attached Jamie Sharp's proposed ordinance amendment relating to allowable uses in the Highway Commercial zoning for discussion. This will need to be reviewed by the Planning Commission prior to adoption.
  - I have attached a copy of the Delaware Emerging Contaminants-Small or Disadvantaged Community Grant Program application filed with Health and Social Services on December 31<sup>st</sup>. We received positive PFAS test results for Well 4. This is a no cost grant that will cover all expenses for a study to determine the best process for remediation or if we should abandon the well..
  - I have spoken with the assistant of Senator Wilson regarding changing the scope of the grant application for the Town Hall to include renovations to the existing building. I have received notification that the request was approved.
  - I have begun making changes to the chart of accounts in QuickBooks to better separate income and expenses. I would like to more closely align the Budget to this format in the future.
  - I have met with the Water TA program group again to obtain an update on the progress of the Water Tower study. Minutes from that meeting are attached.
  - I spoke with DTI who referred me to Deljis regarding the email boxes for Town Boards. Deljis does not offer any sort of solution. Google offers a Google Workspace application that would allow for townofgreenwood.us email addresses, however it is the same cost as the Microsoft accounts offered by our IT vendor, which I feel is a better option.

- As a reminder, I will be off Feb 2-9. I plan to take the laptop with me and am able to remote into my desktop computer should the need arise.
- I have sent Mr. Van Schaik all the information he requested, I have not heard anything further from him.
- The stakes the representative from the church spoke about at the December Council Meeting were removed the next day.
- I have spoken with representatives from other municipalities as well as Sussex County regarding Accessory Structures and their sizes:
  - Milford: maximum lot coverage is 40% (All structures combined)
  - Bridgeville: 25% of main structure lot coverage
  - Frederica: as long as it fits in the set backs no size limit
  - Sussex County: as long as it fits in the set backs no size limit. Anything over 2,000 sq requires Conservation District approval

Plann. Comm. Review: \_\_\_\_\_  
Public Hearing Posted: \_\_\_\_\_  
Public Hearing Published: \_\_\_\_\_  
Public Hearing: \_\_\_\_\_  
Adopted: \_\_\_\_\_

**ORDINANCE NO. A-24**

**AN ORDINANCE AMENDING ORDINANCE A-1 (“ZONING ORDINANCE”) TO AMEND THE LIST OF PERMITTED USES IN THE HIGHWAY COMMERCIAL (“HC”) ZONING DISTRICT**

WHEREAS, the Town of Greenwood is authorized to enact zoning regulations pursuant to 22 Del. C. Chapter 3 and Section 29(a)(1) and (43) of the Town Charter;

WHEREAS, Section 6.5.2 lists the permitted uses in the HC District;

WHEREAS, the Town Council of the Town of Greenwood (“the Town Council”) has reviewed the list of permitted uses in the HC District and compared that list with the list of permitted uses in the Downtown Commercial (“DC”) District;

WHEREAS, in the opinion of the Town Council, it is in the best interest of the public health, safety, and welfare to further amend the Zoning Ordinance to expand the list of permitted uses in the HC District; to include some uses found in the DC District;

NOW THEREFORE, BE IT HEREBY ENACTED by the Town Council of the Town of Greenwood, a majority thereof concurring in Council duly met, that the Zoning Ordinance of the Town of Greenwood be amended as follows:

**Section 1.** Amend Section 6.5.2 (“Permitted Uses”) by adding the following underlined language:

6.5.2 Permitted uses. Permitted uses for the HC District shall be as follows:

(1) Offices for banking & financial institutions, technical centers, research / data centers, emergency service centers (police, fire, rescue), corporate offices, and other professional offices

...

(36) Retail sales and specialty stores

(37) General merchandise stores including such uses as gifts, antiques, crafts, newspapers, tobacco, flowers, sporting goods, books, jewelry, hardware, apparel, leather goods, and stationary stores.

- (38) Retail food stores, including bakeries, confectionary, candy, or gourmet shops, small convenience grocery shops, and meat, fish, or produce stores
- (39) Personal service establishments such as barbers, beauticians, shoe repair, and tailors
- (40) Repair and servicing as an accessory activity of any article for sale in the same establishment
- (41) Outdoor display of merchandise, if done in a reasonable manner and if the display is kept neat and orderly as determined by the Code Enforcement Officer. Furthermore, the outdoor display may not interfere with the safe and efficient flow of pedestrian or vehicular traffic

**Section 2. Effective Date.**

This Ordinance shall take effect immediately upon its adoption by the Town Council.

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**Synopsis**

This ordinance expands the list of permitted uses within the Highway Commercial Zoning District to include retail sales, specialty stores, general merchandise stores, retail food stores, personal service establishments, repair and servicing as an accessory activity, and outdoor display of merchandise.

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This shall certify that this is a true and correct copy of the ordinance duly adopted by the Town Council of the Town of Greenwood at a duly noticed and convened meeting at which a quorum was present on \_\_\_\_\_, 202\_\_.

Attest: \_\_\_\_\_

So Certifies: \_\_\_\_\_

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# **Delaware Emerging Contaminants– Small or Disadvantaged Community Grant Program**

**Notice of Intent Instructions and Form  
Federal Fiscal Year 2022-2026**



Delaware Department of Health &  
Social Services

Revised May 2023

# INSTRUCTIONS TO REQUEST FINANCIAL ASSISTANCE

## Notice of Intent Instructions

### What you need to know now:

The materials contained in this package provide instructions and forms for a Notice Of Intent (NOI) pre-application to the Delaware [Emerging Contaminants – Small or Disadvantaged Community Grant Program](#) (EC-SDC). The information provided for the NOI will be the basis for decisions made by the Delaware Department of Health and Social Services, Division of Public Health (DPH), Health Systems Protection (HSP) as it applies to the US Environmental Protection Agency (EPA) for the federally funded grant program. HSP reserves the right to request additional information once the federal award is granted and during subsequent and full application reviews.

EC-SDC funding is eligible for small (serves 10,000 or less persons) or disadvantaged public water systems, as defined by the Safe Drinking Water Act (SDWA) and the [Delaware Drinking Water State Revolving Fund's Intended Use Plan](#). EC-SDC funding is eligible for workforce development, environmental resource scoping, testing, sampling, planning, source water protection, and private well owner testing as it relates to potential incorporation into or creation of a public water system, among other activities.

To be eligible to receive EC-SDC grant program funds, a project must be otherwise eligible, and the primary purpose must be to address one or more emerging contaminants in drinking water. Projects that address any contaminant listed on any of EPA's [Contaminant Candidate Lists](#) (CCL) are eligible (i.e., CCL1, 2, 3, 4, and the draft and the final CCL5 when completed).

If EPA has promulgated a [National Primary Drinking Water Regulation \(NPDWR\)](#) for a contaminant, then a project whose primary purpose is to address that contaminant is not eligible for funding under this appropriation, with PFAS chemicals as the exception.

For example, a project for which the primary purpose is to address arsenic or nitrate in drinking water is not eligible because arsenic and nitrate are regulated under the NPDWRs. EPA expects to establish a NPDWR for PFOA and PFOS. The Agency is also evaluating additional PFAS and groups of PFAS. Given stated Congressional intent of this appropriation, PFAS-focused projects will be eligible for funding under this appropriation, regardless of whether EPA has established a NPDWR for a particular PFAS or group of PFAS.

In accordance with the statutory eligibilities under Section 1459A of SDWA, these actions may include but are not limited to, the following categories for addressing emerging contaminants:

- Scoping and identification
- Testing or sampling for baseline assessment
- Research and testing
- Planning and design
- Treatment
- Source

- Storage
- Water system restructuring, consolidation, or creation
- Providing households access to drinking water services
- Technical assistance
- Public communication, engagement, and education

This list is not intended to represent all types of activities.

Consistent with the statutory provisions for the [WIIN Act SUDC grant program](#) and the DWSRF program, funding for bottled water is not eligible under this EC-SDC grant program. Examples of additional ineligible uses of grant funds are listed below. Please note that this list is intended to be illustrative and is not all inclusive.

Grant funding may not be used for the following activities:

- Projects whose primary purpose is not to address emerging contaminants
- Remediation of contaminated groundwater or underlying aquifers
- Operations and maintenance costs (prohibited by statute)
- Lead service line replacement.
- Replacement of premise plumbing
- Construction or rehabilitation of dam.
- Activities needed primarily for fire protection
- Activities needed primarily to serve future population growth
- Activities that have received assistance from the tribal allotment for Indian Tribes and Alaska Native Villages
- Costs that are unallowable (e.g., lobbying and alcoholic beverages) under 2 CFR 200 Subpart E – Cost Principles

Programmatic priorities will align with the principal objective of providing funding opportunities to small or disadvantaged communities to effectively address emerging contaminants in drinking and/or source water, and to minimize potential public health risks from emerging contaminants in the future. A secondary objective is to enable water systems to achieve compliance with standards for regulated contaminants.

All projects must adhere to the applicable provisions of this award. These are identified in [Appendix A. Other Applicable Provisions of the EC-SDC Grant Program: Grant Implementation Document](#), starting on page 29. These include, but are not limited to:

- Build America, Buy America Act
- Federal Flood Risk Management Standards
- Environmental Reviews
- Federal Civil Rights Responsibilities
- Additional cross-cutting federal authorities:
  - Environmental Authorities
  - Economic and Miscellaneous Authorities
  - Civil Rights, Nondiscrimination, Equal Employment Opportunity Authorities

**What needs to happen next:**

The completed notice of intent application and all supporting documentation must be received by **July 8, 2023**.

- For all applications that do not contain engineering or construction project costs (ie. Technical assistance, workforce development, research, sampling, monitoring and feasibility studies) complete **Part I. General Information, only**.
- For all applications that do contain an engineering and/or construction project, complete **Parts I through IV**.
- Upon completing the Application Form, submit one (1) signed copy of the application and supporting documentation electronically to the email below:  
[DHSS\\_DPH\\_EC\\_SDC@Delaware.gov](mailto:DHSS_DPH_EC_SDC@Delaware.gov)

## **Part I. General Information**

This part provides general information about the applicant, the proposed project, and the amount of funding sought. Be sure to sign the certification. This part is required for all applicants.

*The following Parts, II, III, and IV are required of all applicants with public drinking water system engineering and drinking water construction project costs.*

## **Part II. Financial Information**

This part provides financial information which enables the HSP to perform an analysis of the applicant's financial capacity. If additional space is needed, provide it on additional sheets indicating the part and the question and attach it to the application. If the responses are found in your annual report or other document, make a reference to the specific section(s) and include a copy thereof with the application. Please include electronic formats of the following documents with your application:

1. Current user rate schedule, current within the last 2 years.
2. The three (3) most recently completed financial audits, current within the last 2 years. If audited financial records are not available, explain why not, how long it would take to acquire them and how much it would cost to do so.

## **Part III. Statistical Data**

This part provides statistical data about current service areas and the impact of the proposed project. Answer the questions in the spaces provided. If extra space is needed attach additional sheets with the information (indicating the part and the question) to the application.

## **Part IV. Planning and Engineering Information**

This part provides information about the status of the proposed project and the readiness of the applicant to proceed. Answer the questions in the space provided and be prepared to submit additional supporting documentation required for the specific project category type that funding is being requested for, such as the Preliminary Engineering Report (PER), Drinking Water Capacity Development Report and Environmental Information Document (EID), with the application. Please refer to the documents listed below for guidelines in the preparation of the PER, Drinking Water Capacity Report, the EID, selection of the project category type, and the Environmental Screening Checklist during the full application solicitation this fall.

**Be prepared to submit these documents in the fall during full application solicitation:**

- A. [Preliminary Engineering Report \(PER\) Guidelines](#)
- B. [Drinking Water Capacity Development Report Guidelines](#)
- C. [Environmental Information Document \(EID\) Guidelines](#)
- D. [Project Category Types](#)
- E. [Environmental Screening Checklist](#)



**5. Project Schedule (Month and Year)**

Start: 9/14/2026 Completion: 9/13/2028

**6. Project Costs**

a. Amount of Funding Requested	\$	<u>1,900,000.00</u>
b. Funding from other Sources		
i. Source: _____	\$	<u>0.00</u>
ii. Source: _____	\$	<u>0.00</u>
iii. Source: _____	\$	<u>0.00</u>
c. <b>Total</b>	\$	<b>0.00</b>

**7. Project Budget**

a. Administration Total	\$	<u>50,000.00</u>
i. Land, Right of Way	\$	<u>0.00</u>
ii. Legal	\$	<u>50,000.00</u>
b. Engineering Total	\$	<u>1,850,000.00</u>
i. Basic	\$	<u>1,850,000.00</u>
ii. Project Inspection	\$	<u>0.00</u>
iii. Other	\$	<u>0.00</u>
c. Construction Total	\$	<u>0.00</u>
i.	\$	<u>0.00</u>
ii.	\$	<u>0.00</u>
iii.	\$	<u>0.00</u>
iv.	\$	<u>0.00</u>
d. Other Total	\$	<u>0.00</u>
i.	\$	<u>0.00</u>
ii.	\$	<u>0.00</u>
iii.	\$	<u>0.00</u>
e. Contingencies (must be separate from construction line and at least 10% of construction total)	\$	<u>0.00</u>
<b>Total</b>	\$	<b><u>1,900,000.00</u></b>

**8. Primary Contact for Entity**

Name: Rhiannon Slater  
Title: Acting Town Manager  
Email: rslater@townofgreenwood.us  
Address: 100 W. Market Street  
City, State, & Zip: Greenwood, DE 19950  
Phone Number: (302) 349-4534

**9. Consulting Engineer, if applicable** \*if not applicable, type "N/A" on the "Firm" line

Firm: Davis, Bowen & Friedel, Inc.  
Name: Sharon K. Cruz, P.E., AICP  
Title: Associate  
Email: skc@dbfinc.com  
Address: 1 Park Avenue  
City, State, & Zip: Milford, DE 19963  
Phone Number: (302) 424-1441

**10. Legal Counsel, if applicable** \*if not applicable, type "N/A" on the "Firm" line

Firm: N/A  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, & Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

**11. Applicant's Authorized Official's Contact Information and Certification**

I certify the information that is contained in this application and on all attachments to this application are true and correct to the best of my belief and knowledge. I certify that I am legally authorized to sign, date and submit this application on behalf of the applicant. I understand that the State may verify the information provided and that untruthful or misleading information may cause for rejection of this application. The undersigned also agrees to clarify or supplement information pertaining to this application upon request.

**Name (First and Last):** Rhiannon Slater  
**Title:** Acting Town Manager  
**Email Address:** rslater@townofgreenwood.us  
**Address:** 100 W. Market Street  
**City, State & Zip:** Greenwood, DE 19950  
**Phone Number:** (302) 349-4534  
**Fax Number:** (302) 349-9332

Signature\*:  Date: 12/23/25  
*\*IMPORTANT- add Authorized Official's signature LAST. Adding and saving a signature renders this fillable form no longer fillable.*

**PART II. FINANCIAL INFORMATION**

**1. Estimated Annual Costs of Proposed Facilities**

Annual Estimated Costs for the Proposed Facilities	Cost in dollars
a. Labor	\$ 0.00
b. Utilities	\$ 0.00
c. Materials/Equipment	\$ 0.00
d. Contractual Services	\$ 0.00
e. Miscellaneous Expenses	\$ 0.00
Total	\$ 0.00

**2. Estimated Annual Costs of Facilities**

Total Estimated Annual Facility Costs	Cost in dollars
a. Annual Operation, Maintenance and Repair (O, M & R) for Existing Facilities	\$ 94,000.00
b. Existing Annual Debt Service	\$ 0.00
c. O, M & R Costs for New Facility	\$ 0.00
d. Debt Service for the New Facility	\$ 0.00
Total Estimated Annual Costs	\$ 94,000.00

**3. Source of Revenue to Cover Cost of Facilities** (average annual cost per household)

Type of charge	Cost in Dollars
a. Service Charge (Water Only)	\$ 540.00
b. Impact Fees (Water Only)	\$ 1,500.00
c. Other	\$ 0.00
Total Estimated Annual Revenue	\$ 2,040.00

4. Provide the amount of limited indebtedness (if any) and the conditions for the limitation and verification of any conditional debt limitation.

*Example: Charter state Bonded indebtedness shall not exceed xx% of the assessed valuation of the assessable real estate \$ 25% of assessed value subject to taxation"*

5. Provide current outstanding debt. \$ 0.00

### PART III. STATISTICAL DATA

1. Water System and Service Area

- a. Provide a map of the service area for the intended project, as an attachment.
- b. Provide service connection data below:

Question	Answer
• What is the Water System ID number (DEXXXX)?	DE0000558
• Service Connections (Number)?	491
• Does the service area include 10,000 or less persons (Yes or No)?	Yes
• Is this a small public drinking water system (if “c.” above is “Yes”, the answer here is “Yes”)?	Yes

2. Does the Service Area meet the [Delaware Drinking Water State Revolving Fund \(DWSRF\) definition of a disadvantaged community](#)?

Yes  No

*A disadvantaged community is one that:*

- 1. Meets the Affordability Criteria; or
- 2. Is identified by [EPA EJScreen](#) tool at 90% (USA) percentile or higher for Environmental Justice Indexes or for “Low Income” under the Socioeconomic Indexes; or
- 3. Is identified as disadvantaged by the [White House Climate and Economic Screening Tool](#); or
- 4. Is underserved.

3. Median Household Income Project Service Area

Year:	2023	Median Household Income
Census Tract:		\$72,063.00
Town:	Greenwood	
County:	Sussex	
State:	Delaware	

## PART IV. PLANNING AND ENGINEERING INFORMATION

### 1. Project Status

Question	Answer
a. Status of Plans and Specifications (% Complete)?	0
b. Status of CPCN Rights (Acquired or Not)?	Acquired
c. Permits and Permit Status (Name and Status – not applied for, applied for, permitted, etc.)	Permit Status
c.1. <i>Fill in Permit Name Here</i> DHSS-ODW	Not Applied For
c.2. <i>Fill in Permit Name Here</i>	
c.3. <i>Fill in Permit Name Here</i>	

2. Does this project location have baseline raw or drinking water emerging contaminant testing results? If yes, please provide. **Yes.**
3. Describe briefly public health, environmental and safety problems which exist; and explain how the project addresses the problem. Attach separate sheet if necessary.  
see attached
4. Describe briefly how the project will provide environmental and/or public health protection. Attach separate sheet if necessary.  
see attached
5. Will this project encourage consolidation of small systems or a regional approach to the treatment and distribution of drinking water? **No.**

### 6. Proposed Schedule

Item	Date (MM/YYYY)
Submittal of Engineering Documents	2/7/2028
Submittal of Final Plans	4/24/2028
Plans and Specs Approval	5/22/2028
Advertise for Bids	6/5/2028
Award Contracts	9/13/2028
Start Construction	N/A
Complete Construction	N/A
Initiate Operations	N/A

Town of Greenwood – Emerging Contaminant Testing – Feasibility Studies – Design –  
Permitting - Bidding Project Description

The testing, studying and design of treatment facilities will enable the town to construct facilities to treat emerging contaminants below EPA thresholds. The project will consist of testing and analyzing the town's wells to determine baseline emerging contaminants and co-contaminants. The data will then be used to identify treatment options using small and pilot scale test rigs to assess various products (GAC, IX resins) and find the most cost effective and best performing products for meeting the proposed PFAS MCL and Health Index targets. The feasibility study will also look at options for pre-treatment to remove co-contaminants, treatment trains, number, and size of treatment vessels. Another potential feasibility option is installing new wells and during this portion test wells may be installed to find a source to meet PFAS MCL and Health Index targets. Upon completion of the feasibility study a recommendation will be available for design. The design will include implementation of the feasibility recommendations at the town's treatment facility and installing new production wells. Upon completion of the design of the various treatment facilities, construction documents will be prepared and reviewed and approved by the Delaware Health and Social Services Office of Drinking Water (DHSS ODW). Upon receipt of DHSS ODW approval, the project will be publicly advertised, bid, and awarded. This phase concludes upon bid opening and providing Greenwood's Mayor and Council an award recommendation and awarding the project to a contractor.

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**RE: Application amendment**

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**From** Brennan, Victoria (LegHall) <Victoria.Brennan@delaware.gov>

**Date** Thu 1/8/2026 3:40 PM

**To** Rhiannon Slater <rslater@townofgreenwood.us>

**Cc** Wilson, David L (LegHall) <David.L.Wilson@delaware.gov>; Senate <sendavewilson18@aol.com>; Vanderwende, Jesse (LegHall) <Jesse.Vanderwende@delaware.gov>

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**Caution:** This is an external email and has a suspicious subject or content. Please take care when clicking links or opening attachments. When in doubt, contact your IT Department

Good afternoon, Rhiannon,

I have shared your request with the Co-Chairs of the Bond Bill Committee. They approved the ask to expand the application to include either a new build or a renovation of the existing structure. As we discussed on the phone, once you have the appropriate financial documentation, you can upload the files to the grants management portal. At that time, we can begin the disbursement process. I have included Senator Wilson and Representative Vanderwende in this email so they are aware.

Please let me know if you have any questions.

Thank you,  
Victoria

**From:** Rhiannon Slater <rslater@townofgreenwood.us>

**Sent:** Thursday, January 08, 2026 10:15 AM

**To:** Brennan, Victoria (LegHall) <Victoria.Brennan@delaware.gov>

**Subject:** Application amendment

Victoria,

Thank you, again, for taking the time to talk with me this morning.

The Town of Greenwood has been awarded Community Reinvestment Funds, grant CRF26-1605, in the amount of \$300,000. The Town would like to explore the idea of renovating the existing Town Hall/Police Department rather than building a new structure, and would like to amend the grant application to reflect the option to build or renovate. Thank you for your time and attention, please let me know if there is anything else you need from the Town.

**Rhiannon Slater**

Acting Town Manager

302-349-4534 (P) 302-349-9332 (F)





Progress Meeting Agenda- January  
Greenwood, Delaware

**Date: January 7, 2026**

**Time: 01:00 PM – 02:00 PM Eastern**

**Anticipated Attendees:**

Name	Organization	Email
Rachael Nielson (RN)	EPA HQ	<a href="mailto:nielsen.rachael@epa.gov">nielsen.rachael@epa.gov</a>
Walter Higgins (WG)	EPA R3	<a href="mailto:higgins.walter@epa.gov">higgins.walter@epa.gov</a>
Rhiannon Slater (RS)	Greenwood	<a href="mailto:rslater@townofgreenwood.us">rslater@townofgreenwood.us</a>
Sharon K. Cruz (SC)	Greenwood	<a href="mailto:skc@dbfinc.com">skc@dbfinc.com</a>
Juel Gibbons (JB)	SERCAP	<a href="mailto:jgibbons@sercap.org">jgibbons@sercap.org</a>
Staci Orr Gardner (SG)	Cadmus	<a href="mailto:staci.orr Gardner@cadmusgroup.com">staci.orr Gardner@cadmusgroup.com</a>
Nick Rico (NRi)	Cadmus	<a href="mailto:roberto.rico@cadmusgroup.com">roberto.rico@cadmusgroup.com</a>
Neal Scheibe (NS)	Jacobs Engineering	<a href="mailto:Neal.Scheibe@jacobs.com">Neal.Scheibe@jacobs.com</a>
Evan Costas (EC)	Jacobs Engineering	<a href="mailto:Evan.Costas@jacobs.com">Evan.Costas@jacobs.com</a>
Nevina Rocco (NR)	University of Pennsylvania Water Center	<a href="mailto:nrocco@sas.upenn.edu">nrocco@sas.upenn.edu</a>
Brianne Callahan (BC)	University of Pennsylvania Water Center	<a href="mailto:bdonohue@sas.upenn.edu">bdonohue@sas.upenn.edu</a>

Nevina Rocco and Brianne Callahan are part of the University of Pennsylvania Water Center which functions as the Environmental Finance Center (EFC) For EPA Region 3.

**I. Site Visit Recap**

- EC provided a recap of the site visit
- NS: We met with Rhiannon, Sharon, and the Greenwood water system operator. Viewed system, well facilities, tank, etc. Discussed operations and current concerns.
- There is one above ground storage tank that is in good condition.
- There are two water facilities close to each other -- 2 active wells on 1 site, 1 active well at the other. Treatment at each facility.
  - Elevated Nitrates at Columbia aquifer wells.
- Need for expanded storage, there is no interconnection. Current growth happening and future growth anticipated.
- Discuss potential alternatives identified during site visit
  - Adding another well to decrease usage of high nitrate wells and add redundancy
  - Installing a new storage tank to address increased demand

**II. PER Outline**

- SRF funding eligibility discussion
- Review and discussion of what will be included in PER Outline

- SG: To be considered eligible for SRF funding, the project needs to have a water quality or health related issue. It sounds like the additional tank would primarily be for fire protection and future growth, is that correct?
- SC: The tank also relates to the Nitrate issues. The town balances the Nitrate levels by mixing the water from different wells in the elevated storage tank. An additional tank would allow for more water to be mixed, and more mixed water to be stored. Adding redundancy.
- NS: If I am understanding correctly, this would allow for storage of a greater quantity of lower-nitrate water. Allowing town to mitigate something like a sudden spike in demand that requires a more rapid draw-down of the wells.
- SG: In terms of alternatives, how do we want to proceed? A focus on just a tank, inclusion of additional wells as alternatives?  
SC: Defer to Rhiannon, but of the opinion that the tank is the primary need.
- RS: Agree that the tank is the primary need.
- RN: It seems that these are all alternatives that could/should be included in the PER. We can move forward with Greenwood's preference in mind.
- NS: The approach is planned to be something similar to: We consider three alternatives – a new well, treatment, and a new tank (for mixing). Complete analysis of these alternatives according to costs and then weigh the conclusions based on non-monetary factors (a significant non-monetary factor will be Greenwood's stated preference for an additional tank).
- SC: Realizing that the alternatives analysis is a requirement, this makes sense.
- NS Provided an overview of the PER outline: Each alternative will have the same breakdown of considerations (Costs and non-monetary factors). After analyses, we will present recommended alternative based on all factors. This will include full life-cycle analysis and cost considerations. For example, if recommended alternative ends up being treatment, we will account for things like operator training, potential need for extra operator, etc. There is a complete list of outstanding RFI's at the end of the outline.

### III. Workplan and Timeline Review:

- SG reviewed project timeline:

Task / Deliverable	Lead TA Provider	Completion Date
1. Site Visit	Cadmus Team	<b>Completed December 8, 2025</b>
2. PER Outline	Cadmus Team	T: to Greenwood mid-January 2026
3. Alternatives Criteria Development	Cadmus Team	T: January 2026
4. Alternatives Evaluation Results (costs included)	Cadmus Team	T: Late January 2026
5. SRF Pre-Application Support Material	Cadmus Team	Early February 2026
6. Draft PER Submittal to Greenwood	Cadmus Team	T: March 2026
7. Workshop to Present Draft PER	Cadmus Team	T: April 2026

#### IV. Request for Additional Information

- Jacobs is hoping for Greenwood to provide answers to the following:
  - Are pressure transducers installed in any of the wells?
  - Have there been any issues with wells running low water levels?
  - Data provided by the town contained water quality results for each well from the 2nd half of 2025. All three samples showed elevated levels of nitrates (9.5-9.9 mg/L). Is this data correct?
  - A page of a report was provided that contained a table with well details. The table lists the active wells as numbers 1, 2R/4, and 3. During the visit, representatives indicated that Well 1 was abandoned, Well 4 was the replacement on Water St., and Wells 2 and 3 are located on Church St. Could the well names and locations be clarified?
- SC: Will review these and get back to you offline.
- There are additional questions from the first RFI that will be included with the PER outline.

#### V. Next Steps

- The next progress meeting is scheduled for 2/12/2026, at 10:00 AM – 11:00 AM Eastern. Invite sent on 01/07/2026.

9231 Centreville Road  
 Easton, MD - Maryland 21601  
 www.jcscmp.net  
 410-820-9467



The Town of Greenwood Town Hall  
 100 West Market Street  
 Greenwood, DE 19950

H: 302-349-4534 M:

Estimate # 12807  
 Estimate Date 12-02-25  
 Total **\$54.00**

Item	Description	Unit Cost	Quantity	Line Total
Endpoint pricing - M365 Business Basic Management	<p>The Microsoft 365 Business Basic license, managed by Jason's Computer Services or JCS, provides essential cloud-based productivity tools tailored for small and medium-sized businesses. This package includes business-class email via Exchange Online (50GB mailbox), collaboration through Microsoft Teams, and cloud storage with OneDrive (1TB per user). It also grants access to web and mobile versions of Word, Excel, PowerPoint, and Outlook, ensuring seamless workflow from any device.</p> <p>With JCS management, businesses benefit from enhanced security, compliance, and proactive support, including user provisioning, email security, and access control. JCS ensures smooth deployment, updates, and troubleshooting, allowing organizations to focus on core operations while maintaining a secure and efficient cloud workspace.</p> <p>This plan is ideal for businesses needing secure communication, remote collaboration, and professional IT oversight at an affordable cost.</p> <p>This is a monthly cost.</p>	\$4.50	12.0	\$54.00

*\$648 annual*

## Bank Account Balances as of 1/9/26

V. Crime *0014	\$33,766.18	\$33,766.18
MSA *2010	\$1,406.41	\$1,406.41
K-9 *2028	\$6,568.72	\$6,568.72
Expense Account *3010	\$79,480.50	\$79,480.50
Events *3017	\$7,211.65	\$7,211.65
Water Imp *4010	\$39,511.32	\$39,511.32
Realty Transfer *5010	\$455,604.53	\$455,604.53
General *7017	\$157,270.84	\$163,008.04
EIDE *8014	\$3,272.00	\$3,272.00
SALLE *9014	\$2,990.00	\$2,990.00
<b>Total</b>	<b>\$787,082.15</b>	<b>\$792,819.35</b>

### Investment Accounts

	Available	Previous Day
TD COMM PRTRNER *77016	\$140,957.20	\$140,957.20
<b>Total</b>	<b>\$140,957.20</b>	<b>\$140,957.20</b>

**TOWN OF GREENWOOD**  
**Profit & Loss**  
 January 1 - 9, 2026

	Jan 1 - 9, 26
Ordinary Income/Expense	
Income	
4003.SP · SITE PLAN APPLICATION	250.00
4005 · Real Estate Taxes	81,008.72
4050 · Police Fines	
4050.2 · Criminal Justice Council	9,838.83
Total 4050 · Police Fines	9,838.83
4050.1 · Police Accident Rep/Finger	25.00
4444 · INCOME	
4002 · Rental Income	1,200.00
4003 · License Fees	
4003.2 · Rental Licenses	700.00
4003.3 · Business Licenses	2,275.00
Total 4003 · License Fees	2,975.00
Total 4444 · INCOME	4,175.00
Total Income	95,297.55
Gross Profit	95,297.55
Expense	
5009 · AUTO & TRUCK	
5015P · AUTO REPAIRS EXPENSE PD	1,600.00
Total 5009 · AUTO & TRUCK	1,600.00
5030 · DUES & SUBSCRIPTIONS	
5030.1P · DUES AND SUBSCRIPTIONS PD	
5030PG · Dues and Subscriptions Grant Re	2,924.64
5030.1P · DUES AND SUBSCRIPTIONS PD - Other	7,438.25
Total 5030.1P · DUES AND SUBSCRIPTIONS PD	10,362.89
Total 5030 · DUES & SUBSCRIPTIONS	10,362.89
5120 · OFFICE SUPPLIES	
5120P · OFFICE SUPPLIES POLICE	199.95
5137P · JANITORIAL SUPPLIES PD	123.72
Total 5120 · OFFICE SUPPLIES	323.67
5185 · PROFESSIONAL SERVICES	
5190A · AUDITING/ACCOUNTING	1,583.00
Total 5185 · PROFESSIONAL SERVICES	1,583.00
5345PG · Internet Grant reimb	261.62
Total Expense	14,131.18
Net Ordinary Income	81,166.37
Net Income	81,166.37

*Inv. Created - Not received*

**TOWN OF GREENWOOD**  
**Transaction List by Vendor**  
 December 10, 2025 through January 9, 2026

	Type	Date	Account	Split	Amount
A-1 SANITATION SERVICE INC.	Bill	12/17/2025	2000 · Accounts Payable	5031.2 · Christmas Parade	-739.13
A1 Locksmith Company	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-170.50
ADP INC	Check	12/30/2025	7017 · COMMUNITY BANK GENERAL	9000 · Suspense	-156.52
	Check	12/30/2025	7017 · COMMUNITY BANK GENERAL	9000 · Suspense	-7,496.75
AMAZON	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-153.81
	Bill	12/11/2025	2000 · Accounts Payable	5120 · OFFICE SUPPLIES	-13.52
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-13.52
Amazon Marketplace	Bill	01/06/2026	2000 · Accounts Payable	5137P · JANITORIAL SUPPLIES PD	-123.72
AT&T	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-89.85
	Bill	12/22/2025	2000 · Accounts Payable	5345A · TELEPHONE	-70.11
AvasFlowers	Bill	12/31/2025	2000 · Accounts Payable	5216P · Honorium PD	-209.42
	Bill Pmt -Check	01/05/2026	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-209.42
Axon Enterprise, Inc.	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-3,048.18
	Bill	01/01/2026	2000 · Accounts Payable	5030.1P · DUES AND SUBSCRIPTIC	-7,438.25
	Bill	01/01/2026	2000 · Accounts Payable	5030PG · Dues and Subscriptions Gr	-2,924.64
BAYHEALTH OCCUPATIONAL HEALTH	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-76.00
BFMC INC	Bill	12/27/2025	2000 · Accounts Payable	5255AWF · WATER SUPPLIES ADV	-100.00
BUTLER FUEL & SONS INC	Bill	12/12/2025	2000 · Accounts Payable	5335P · FUEL OIL PD	-673.22
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-673.22
Casella	Bill Pmt -Check	12/23/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-8,301.30

**TOWN OF GREENWOOD**  
**Transaction List by Vendor**  
 December 10, 2025 through January 9, 2026

	Type	Date	Account	Split	Amount
Comcast Business	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-417.23
CORE & MAIN LP	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-2,525.09
COYNE CHEMICAL	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-1,414.80
CRYSTAL SPRINGS	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-12.98
CUSI	Bill	12/17/2025	2000 · Accounts Payable	5020.1 · IT Support	-3,300.00
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-3,300.00
DELJIS	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-196.62
	Bill	01/05/2026	2000 · Accounts Payable	5345PG · Internet Grant reimb	-261.62
DELMARVA POWER	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-4,612.37
	Bill	12/11/2025	2000 · Accounts Payable	5305A · ELECTRIC ADMIN	-7.06
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-1,006.63
DNREC	Bill	12/31/2025	2000 · Accounts Payable	4080.2 · WATER EXPENSE	-24,380.55
Dover Army-Navy Store, Inc.	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-22.95
Edward Jones - Seaford	Bill	12/23/2025	2000 · Accounts Payable	5070A · PENSION ADMIN	-1,731.99
ELVIN SCHROCK & SONS, INC.	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-146.00
Ford Motor Company	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-5,793.90
	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-86.91
FUELMAN	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-551.88
	Bill	12/16/2025	2000 · Accounts Payable	-SPLIT-	-369.90

**TOWN OF GREENWOOD**  
**Transaction List by Vendor**  
**December 10, 2025 through January 9, 2026**

	Type	Date	Account	Split	Amount
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-676.17
	Bill	12/22/2025	2000 · Accounts Payable	5010P · Gasoline PD	-203.03
	Bill	12/29/2025	2000 · Accounts Payable	5010P · Gasoline PD	-179.03
GREAT AMERICA FINANCIAL SVCS					
	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-113.42
	Bill	12/24/2025	2000 · Accounts Payable	5130 · COPIER LEASE	-139.94
Highmark Delaware					
	Bill	12/15/2025	2000 · Accounts Payable	-SPLIT-	-5,395.87
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-5,395.87
Hillyard's, Inc.					
	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-83.04
	Bill	12/19/2025	2000 · Accounts Payable	5130P · Copier Lease PD	-83.04
INDEPENDENT NEWSMEDIA, INC.					
	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-217.15
	Bill Pmt -Check	12/15/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-31.70
Luff & Assicates					
	Bill	12/11/2025	2000 · Accounts Payable	5190A · AUDITING/ACCOUNTING	-3,746.00
	Bill Pmt -Check	12/11/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-3,746.00
	Bill	12/18/2025	2000 · Accounts Payable	5190A · AUDITING/ACCOUNTING	-3,615.00
	Bill Pmt -Check	12/19/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-3,615.00
	Bill	12/29/2025	2000 · Accounts Payable	5190A · AUDITING/ACCOUNTING	-1,859.00
	Bill Pmt -Check	12/29/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-1,859.00
	Bill	12/31/2025	2000 · Accounts Payable	5190A · AUDITING/ACCOUNTING	-758.00
	Bill Pmt -Check	01/02/2026	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-758.00
Lywood					
	Bill	12/29/2025	2000 · Accounts Payable	4080.2 · WATER EXPENSE	-1,857.04
Moore & Rutt P. A.					
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-10,212.50
Norfolk Southern Corporation					
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-350.00
Offit Kurman					
	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-10,000.00

**TOWN OF GREENWOOD**  
**Transaction List by Vendor**  
 December 10, 2025 through January 9, 2026

	Type	Date	Account	Split	Amount
One Call Concepts, Inc.	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-10,000.00
	Bill	12/22/2025	2000 · Accounts Payable	5215A · MONITORING SERVICES A	-22.15
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-22.15
POS Supply Solutions	Bill	01/06/2026	2000 · Accounts Payable	5120P · OFFICE SUPPLIES POLICE	-199.95
	Bill Pmt -Check	01/06/2026	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-199.95
REDNERS	Bill	12/12/2025	2000 · Accounts Payable	5031 · Special Community Events	-110.00
	Bill Pmt -Check	12/12/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-110.00
SAFEHOUSE, LLC	Bill	12/15/2025	2000 · Accounts Payable	5215 · MONITORING SERVICES	-34.99
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-34.99
SoundFX Automotive	Bill	12/31/2025	2000 · Accounts Payable	5255.1 · CANINE EXPENSES	-760.00
Start to Finish Collision & Auto Center	Bill	12/11/2025	2000 · Accounts Payable	5015P · AUTO REPAIRS EXPENSE	-1,000.00
	Bill Pmt -Check	12/11/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-1,000.00
	Bill	01/08/2026	2000 · Accounts Payable	5015P · AUTO REPAIRS EXPENSE	-1,600.00
STRATEGIC INSURNAGE PARTNERS	Bill	12/11/2025	2000 · Accounts Payable	5110 · WORKERS COMP	-1,712.00
USPS	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-106.00
	Bill	12/11/2025	2000 · Accounts Payable	-SPLIT-	-12.38
	Bill Pmt -Check	12/11/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-12.38
VERIZON - DE (Albany)	Bill Pmt -Check	12/10/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-386.73
	Bill	12/11/2025	2000 · Accounts Payable	5345A · TELEPHONE	-372.24
	Bill	12/11/2025	2000 · Accounts Payable	5345P · Telephone PD	-229.18
	Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-596.42
Verizon (Newark)	Bill	12/10/2025	2000 · Accounts Payable	5345A · TELEPHONE	-38.19

**TOWN OF GREENWOOD**  
**Transaction List by Vendor**  
 December 10, 2025 through January 9, 2026

Type	Date	Account	Split	Amount
Bill	12/22/2025	2000 · Accounts Payable	5345A · TELEPHONE	-56.74
Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-280.09
Bill Pmt -Check	12/22/2025	7017 · COMMUNITY BANK GENERAL	2000 · Accounts Payable	-56.74