



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

Town Council Meeting / Public Hearing
February 11, 2026, 6:30 pm

AGENDA

- I. CALL TO ORDER / PLEDGE OF ALLEGIANCE**
- II. SWEARING IN OF COUNCILMEMBERS**
- III. REORGANIZATION OF COUNCIL**
- IV. 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.
- V. APPROVAL OF MINUTES**
 - a.) January 6, 2026, Special Council Meeting
 - b.) January 14, 2026, Town Council Meeting
 - c.) January 15, 2026, Special Council Meet the Candidates
- VI. PUBLIC HEARING**

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

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.
- VII. OLD BUSINESS**
 - a) Ordinance A-1, allowable uses in Highway Commercial zoning
 - b) Discussion of zoning code pertaining to accessory structures
 - c) Employee vacation
- VIII. NEW BUSINESS**
 - a.) Council Priorities
 - b.) Discussion of Ordinance A-9-A
 - c.) Appointment to Board of Adjustment
 - d.) Discussion and possible vote on Resolution 2026-01: A Resolution Authorizing the Preparation and Submission of an Application to the Delaware Department of Natural Resources and Environmental Control for Participation in the Surface Water Matching Planning Grant Program in Order to Receive up to \$17,500.00 in Matching Grant Funds, and an application to the Chesapeake Bay Implementation Program in

Order to Receive up to \$17,500.00 in Matching Grant Funds to Prepare a Mapping and Review of the Town's Storm Sewer Infrastructure.

- IX. POLICE REPORT**
- X. TOWN MANAGER REPORT**
- XI. COUNCIL MEMBERS' COMMENTS**
- XII. 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 litigation2 29. Advice from attorney at law involving labor negotiations.
- XIII. RETURN TO OPEN SESSION**
- XIV. POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS**
- XV. ADJOURNMENT**

Agenda items may be considered out of sequence.

In accordance with 29 Del.C. §10004(e)(2), this Agenda was posted on 2/4/2026 and at least seven (7) days in advance of the meeting.

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)]



TOWN OF GREENWOOD
TOWN COUNCIL MEETING
100 W. Market St; Greenwood, DE 19950
Tuesday, January 6, 2026, 6:30 p.m.
SPECIAL MEETING
MINUTES

COUNCIL and STAFF PRESENT:

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

CALL TO ORDER:

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

PUBLIC COMMENT:

Dale Van Schaik and William Kuschel both spoke about tax concerns.

EXECUTIVE SESSION:

Motion by Mr. Moran to move into executive session at 6:44 pm. Second, Mr. Massey. Donovan – Yes; Moran – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes. CARRIED.

Motion by Mr. Massey to return to regular session at 9:03 pm. Second, Mr. Donovan. Massey – Yes; Donovan – Yes; Nelson – Yes; Moran – Yes; Cessna – Yes. CARRIED.

DISCUSSION AND POSSIBLE ACTION ON THE SCHEDULING AND PROCEDURE FOR A PUBLIC HEARING TO BE HELD PURSUANT TO TOWN CHARTER SECTION 19(C)(2)(E).

Mr. Nelson's motion stated, "Consistent with the discussions and executive session amongst all council members, I make a motion to appoint the following two individuals for hearing officer for said hearing. First choice is Mr. Bernard Conway; if Mr. Conway's not available, Mr. Aaron Shapiro. The chosen hearing officer will issue a memo to all parties outlining the process and procedures for the hearing as soon as possible. The hearing date is January 14, 2026; start time at 8:30 am at Town Hall. An additional date of January 15, 2026, start time 8:30 am, will also be issued if required. The hearing officer will oversee and have authority to use their discretion over the proceedings of the hearing. However, Council shall maintain authority regarding the ultimate question before them under the Town charter". Second, Mr. Donovan.

Massey – Yes; Nelson – Yes; Cessna – Yes; Moran – Yes; Donovan – Yes. CARRIED.

ADJOURNMENT:

Adjourned at 9:07 with a motion from Mr. Moran. Second, Mr. Nelson. Unanimous.

Town Manager



TOWN OF GREENWOOD
TOWN COUNCIL MEETING
100 W. Market St; Greenwood, DE 19950
Wednesday, January 14, 2026, 6:30 p.m.
MINUTES

COUNCIL and STAFF PRESENT:

Mayor Branden Cessna, Vice-Mayor Anthony Massey, Secretary Mike Moran, Councilor Donnie Donovan, Councilor Dan Nelson, Acting Town Manager Rhiannon Slater, Clerk Carolyn Chisenhall, Police Chief David Walton, Town Solicitor Jamie Sharp

CALL TO ORDER:

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

PUBLIC COMMENT:

Kelli Nuwer stated that she hasn't received her water or tax bills yet.

AMEND AGENDA:

Mr. Donovan moved to change the agenda to have Mr. Luff, "New Business a)", speak before the Approval of Minutes. Employee Vacation, "Old Business d)", will move to after Executive Session. Second, Mr. Moran.

Massey – Yes; Cessna – Yes; Nelson – Yes; Moran – Yes; Donovan – Yes. APPROVED.

NEW BUSINESS:

- a) George Luff of Luff & Associates gave an update. There are over 4 years of books that haven't been reconciled that his firm is going back and doing. The cash has now been reconciled through November 30, 2025. They will be putting work papers together for the auditors, so the audits go faster and cost the Town less. He said there had been 60-80 adjusting journal entries for the 2021 audit; "it was ridiculous". They are hoping to give the auditors a clean set of books for 2022 and 2023 at the same time. That would be a big step forward. They are also looking at internal controls and making corrections to procedures.

APPROVAL OF MINUTES:

- a) Motion to approve November 12, 2025, Executive Session minutes by Mr. Donovan. Second, Mr. Nelson.
Nelson – Yes, Moran – Yes, Cessna – Yes, Donovan – Yes. Massey – Recuse. APPROVED.
- b) Motion to approve December 8, 2025, Special Town Council minutes by Mr. Moran. Second, Mr. Donovan.
Massey – Yes, Nelson - Yes, Cessna - Yes, Moran – Yes, Donovan – Yes. APPROVED.
- c) Motion to approve December 8, 2025, Executive Session minutes by Mr. Moran. Second, Mr. Nelson.
Donovan – Yes, Moran - Yes, Cessna - Yes, Nelson - Yes, Massey – Yes. APPROVED.
- d) Motion to approve December 10, 2025, Town Council minutes by Mr. Moran. Second, Mr. Donovan.
Massey – Yes, Nelson – Yes, Cessna – Yes, Moran – Yes, Donovan – Yes. APPROVED.

POLICE REPORT:

Chief Walton stated that at their last departmental meeting of the year, Lt. Thomas was awarded an Exceptional Performance award for his efforts throughout the year for the reaccreditation process. Cpl. Tucker was awarded Officer of the Year. One EV vehicle has been sent to be outfitted for a full patrol vehicle. The K9 vehicle had the canine insert completed and will be sent out for graphics probably next week. Chief is looking at and weighing options to get the K9 training started as soon as possible.

TOWN MANAGER REPORT:

Mrs. Slater spoke about grants for PFAS and mapping the storm sewer system. She gave updates on an amendment to the Bond bill money awarded for Town Hall, possible email accounts for Town boards, and other municipalities guidelines for accessory structures. There was discussion of QuickBooks, water billing, taxes, and accessory structures.

OLD BUSINESS:

- a) Mr. Sharp presented "Ordinance A-24, An Ordinance Amending Ordinance A-1 ("Zoning Ordinance") to Amend the List of Permitted Uses in the Highway Commercial ("HC") Zoning District". This ordinance allows for additional permitted uses in the HC zone. Motion to introduce Ordinance A-24 made by Mr. Donovan. Second, Mr. Nelson. Massey - Yes; Nelson - Yes; Cessna - Yes; Moran - Yes; Donovan - Yes. CARRIED.
- b) Board member emails were discussed and numbers will be presented in February.
- c) FOIA policy was discussed. Mr. Nelson is working on that.
- d) The topic of employee vacation was moved until after Executive Session.

NEW BUSINESS:

- b) A CD in the amount of \$140,957 has matured. Possible cash out and payment of an outstanding DNREC loan or other unforeseen expenses were discussed. Motion by Mr. Massey to cash out the CD, make a payment to DNREC, and earmark the rest for future expenses such as emails and remediation. Second, Mr. Nelson. Massey - Yes; Nelson - Yes; Cessna - Yes; Moran - Yes; Donovan - Yes. CARRIED.
- c) Motion by Mr. Massey to appoint Maleia Rust to the Board of Elections. Second, Mr. Donovan. Donovan - Yes; Moran - Yes; Cessna - Yes; Nelson - Yes; Massey - Yes. CARRIED.

COUNCIL MEMBERS' COMMENTS:

Mr. Massey would like to see everybody come out and vote on Saturday. Support your Town.
Mr. Cessna gave a reminder about tomorrow night's Meet the Candidates.
Mr. Moran thanked the Police Department and the Town employees for their hard work.

EXECUTIVE SESSION:

Motion to move into Executive Session at 7:57 pm by Mr. Donovan. Second, Mr. Massey. Massey - Yes; Nelson - Yes; Cessna - Yes; Moran - Yes; Donovan - Yes. CARRIED.

RETURN TO OPEN SESSION:

Motion to move back into Open Session at 9:06 pm by Mr. Moran. Second, Mr. Donovan. Massey - Yes; Nelson - Yes; Cessna - Yes; Moran - Yes; Donovan - Yes. CARRIED.

POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS:

Motion by Mr. Massey to have the Mayor contact the supervisor of Employee A regarding investigation of a complaint. Second, Mr. Nelson. Donovan - Yes; Moran - Yes; Cessna - Yes; Nelson - Yes; Massey - Yes. CARRIED.
Motion by Mr. Nelson to direct the Town's legal counsel to amend employees existing employment contract to meet Fair Labor Standards Act definitions. Second, Mr. Donovan. Massey - Yes; Nelson - Yes; Cessna - Yes; Moran - Yes; Donovan - Yes. CARRIED.

OLD BUSINESS:

d) Employee vacation was tabled with a motion by Mr. Nelson. Second, Mr. Massey. Donovan – Yes; Moran – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes. CARRIED.

ADJOURNMENT:

Adjourned at 9:08 with a motion from Mr. Moran. Second, Mr. Massey. Unanimous.

Town Manager

DRAFT



TOWN OF GREENWOOD
100 W. Market St; Greenwood, DE 19950
Thursday, January 15, 2026, 6:30 p.m.
SPECIAL MEETING / MEET THE CANDIDATES
VFW POST 7478
MINUTES

COUNCIL and STAFF PRESENT:

Mayor Branden Cessna, Secretary (& Candidate) Mike Moran, Councilor (& Candidate) Donnie Donovan, Councilor (&Candidate) Dan Nelson, Candidate Randy Willey, Clerk Carolyn Chisenhall, Cpl. Brooke Tucker.

CALL TO ORDER:

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

PUBLIC COMMENT:

Bruce Bowman spoke about the increase in Town taxes and the expectation that the elected Council, in governing the Town's affairs, be responsible for all aspects of the Town's business, including employees.

NEW BUSINESS:

A.) "Meet the Candidates":

Candidates Randy Willey, Mike Moran, Donnie Donovan, and Dan Nelson responded to submitted questions. Candidate Pam Tijerino was absent.

ADJOURNMENT:

Adjourned at 7:31.

Town Manager

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.

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.

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: _____

Town of Greenwood

- (28) Family day care, which shall involve a maximum of six full-time and two afterschool children, as specified by state regulations.

6.4.3. Conditional uses subject to special requirements. The following uses are permitted subject to receiving a conditional use permit by the Town Council as provided in Article 7 of this ordinance.

- (1) Small convenience grocery shops with gas pumps.
- (2) Community residential treatment program
- (3) Commercial indoor recreation activities, including amusement arcades, indoor theaters, social clubs, youth clubs or similar facilities.
- (4) Dry-cleaning establishments.
- (5) Undertakers, Funeral Home/Mortuaries
- (6) Motels and hotels.
- (7) Instructional, business or trade stores.
- (8) Fast-food or franchised food service operated restaurants.
- (9) Day-care centers.
- (10) Charitable and Philanthropic organizations
 - (1) Liquor Store
- (12) Residence apartments in conjunction with any nonresidential use.
- (13) Fraternal, social service, union or civic organization; Private social club.

6.4.4. Dimensional regulations,

- (1) Minimum lot area shall be 3,500 square feet.
- (2) Maximum lot coverage shall be 80%.
- (3) Minimum street frontage shall be 30 feet.
- (4) Height of buildings shall not exceed two and half stories or 35 feet.
- (5) Minimum front building setback shall be 10 feet.
- (6) Side yards may be 0 feet.
- (7) Minimum rear yard shall be 25 feet.

Section 6.5 HC Highway Commercial District.

6.5.1. Purpose. The purpose of the HC District is to provide for larger-scale commercial uses that may require large amounts of parking space or have a high traffic impact in those areas where public services are available. These uses generally require locations on major arterial routes and serve both local and regional customers.

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

Town of Greenwood

- (1) Offices for banking & financial institutions, technical centers, research/data centers, emergency service centers (police, fire, rescue), corporate offices, and other professional offices.
- (2) Dry Cleaning Establishments
- (3) Funeral Home, Mortuary, Crematorium, Undertaker
- (4) Furniture refinishing & furniture restoration shop
- (5) Laundromat
- (6) Professional Services & Administrative Activities including offices for professionals (real estate brokers and agents, physicians, dentists, attorneys, architects, engineers: musicians & artists, and government offices serving the public)
- (7) Sign Fabrication and painting shops
- (8) Veterinary Clinics
- (9) Large Retail Outlets
- (10) Neighborhood Shopping Centers, subject to special requirements
- (11) Community Recreational Center, as non-profit community service
- (12) Athletic Club, including facilities for tennis, handball, racquetball, swimming: fitness
- (13) Indoor storage facilities as an accessory use to any of the permitted uses in this district
- (14) Restaurants, including fast-food or franchised restaurants and drive-in restaurants.
- (15) Warehouses
- (16) Tourist home, boarding house, rooming house, or lodging house
- (17) Roadside produce market.
- (18) Memorial stone shop.
- (19) Bus Station
- (20) Charitable & philanthropic organizations
- (21) Medical Arts Offices & Buildings

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- (22) Business machine shops for sales & service
- (23) Professional Schools, Non-industrial
- (24) Publishing, printing, and reproduction establishments
- (25) Central office for telephone or cable television service
- (26) Television and radio studios (without towers)
- (27) Supermarkets
- (28) Public parking lot
- (29) Off — street parking as an accessory use
- (30) Libraries, museums, art galleries and public information centers
- (31) Churches or other places of worship
- (32) Municipal & public buildings including Town Hall or library and the following municipal and public facilities, water storage, water reservoirs, water pumping stations, water treatment plants, sewage pumping stations, sewers (storm and sanitary): street rights of way, utility distribution lines, public transportation bus or transit stops
- (33) Police, ambulance or paramedic station and fire stations with associated parking areas, fund raising and community hall activities
- (34) Building Contractors' Yards
- (35) Public storage facilities provided that the following requirements shall be met:
 - a. Only the picking up, depositing, and storing of goods shall be permitted on the property. No other non-storage uses shall be permitted.
 - b. An office for managing the self-storage facility may be permitted on sit.
 - c. All storage shall be completely confined within enclosed buildings or structures.
 - d. Evergreen vegetation shall be planted for screening purposes along all property lines abutting roadways or residential districts.
 - e. Self-storage facilities shall not be used to store flammable, perishable, or hazardous materials, or for the keeping of animals.
 - f. All lighting on the property shall be installed and arranged in such a way that no lighting shines directly on any adjacent residential districts.
- (36) Antique Shop
- (37) Apparel
- (38) Barbershop or Beauty Shop
- (39) Bookstore
- (40) Craft Store
- (41) Drug store
- (42) General Merchandise Store
- (43) Gift Store
- (44) Grocery without gas
- (45) Hardware
- (46) Outdoor Display of Merchandise
- (47) Retail food stores
- (48) Retail sales

Town of Greenwood

6.5.3. Conditional uses subject to special requirements. The following uses are permitted subject to receiving a conditional use permit by the Town Council as provided in Article 7 of this ordinance.

- 1 Motels or hotels with a minimum lot size of three acres.
- (2) Commercial greenhouse.
- (3) Wholesale establishment.
- (4) Newspaper publishing or printing establishment.

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- (5) Contractors', craftsmen's or general service shops, including welding and similar shops.
- (6) Research, design, testing and development laboratories.
- (7) Car repair shops.
- (8) Used car lots.
- (9) Service station, automobile sales or rental agency, public garage, parking garage or lot, but not including storage of wrecked cars, subject to the following special requirements:
 - (a) All facilities shall be located and all services shall be conducted on the lot.
 - (b) All repair work shall be conducted within an entirely enclosed building,
 - (c) No equipment for the service of gasoline or oil shall be placed closer to any street or property line than 30 feet
 - (d) No portion of such structure or its equipment shall be located within 500 feet of the property line of any school, hospital, church or public recreation
 - (e) No service station shall be located within 800 feet of another service station on the same side of the street within the same block.
 - (f) Any such use shall be permitted only where it is determined that it will not materially interfere with the main pedestrian movement in conjunction with a compact retail area.
- (10) Shopping center, subject to site plan review and the following site requirements:
 - (a) The total shall not be (ess than one acre.
 - (b) The site must be served by public water, sewer and electricity.
 - (c) An application for a Shopping Center shall include a proposed tenant mix. Permitted tenant uses shall be limited to those uses permitted in Section 6.5 or such other uses specifically approved as part of the Conditional Use application for a Shopping Center. Any change in the tenant mix which involves a use other than a use permitted under Section 6.5 or previously approved as part of the Shopping Center Conditional Use approval shall require approval as a Conditional Use.
 - (d) Storm-water drainage. Facilities shall be provided by the developer to handle the increase in storm-water runoff, and the developer shall make a financial contribution towards the cost of any off-site storm-water management facilities necessitated by the shopping center.
 - (e) Traffic and parking.
 - [1] The internal circulation of traffic shall be separated from the external street system, and pedestrian and vehicular traffic shall be regulated through traffic control devices and appropriate site design.
 - [2] Access to state highways shall be controlled by the State Department of Transportation.
 - [3] The minimum distance between accessways and a residential district shall be 50 feet or the minimum requirement established by DelDOT, whichever is greater.

Town of Greenwood

[4] Spacing of accessway.

[a] From adjoining property: 50 feet.

[b] From minor intersections: 50 feet.

[c] From major intersections: 100 to 150 feet.

[5] Five and one-half parking spaces shall be provided per 1,000 feet of leasable area.

[6] Parking lots shall be attractively landscaped in accordance with the recommendations of a licensed landscape architect or other qualified landscaper as shown on the general site plan.

(f) Setback

[1] From street right-of-way: 30 feet.

[2] From nonresidential districts: 30 feet.

[3] From residential districts: 100 feet.

(g) Buffering and landscaping.

[1] There shall be a minimum of a ten-foot landscaped buffer along all lot lines, The screening shall be not less than six feet high near residential districts.

[2] Ten percent of the site shall be landscaped and may include features such as pedestrian walking or rest areas and courtyards.

[3] At least one tree, not less than 3 inches in diameter when measured 36 inches above abutting grade, shall be planted for every seven off-street parking spaces located within the shopping center parking lot.

(11) Day-care centers, with site plan required.

(12) Car wash, all types (staffed, automatic, self-service, etc.).

(13) Convenience stores with gas pumps.

(14) Community residential treatment program.

(15) Liquor Store

(16) The outdoor display of merchandise, if done in a reasonable manner and kept neat and orderly and does not interfere with the safe and efficient flow of pedestrian traffic

(17) Commercial parking lot, public garage, or multilevel garage and off-street parking

(18) Outdoor commercial recreation facilities, not motorized vehicles

(19) Indoor recreation, including amusement arcades, indoor theatres, billiard tables, youth clubs, and similar facilities

(20) Fraternal, social service, union or civic organization; Private social club

(21) Civic and or conference centers

(22) Schools

(23) Health Center & clinic (medical or dental)

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- (24) Medical/ dental laboratories
- (25) Medical and surgical hospitals, subject to site plan review
- (26) Nursing Homes and Sanatoriums
- (27) Warehouses, distribution centers
- (28) Printing, publishing, binding ,packaging, storage, warehousing, distribution
- (29) R-1 & R-2 uses when accessory to a commercial use
- (30) R-3 uses

6.6.4. Dimensional Regulations.

- (1) Minimum lot area shall be one acre.
- (2) Maximum lot coverage shall be 80%.
- (3) Minimum street frontage shall be as follows: for an interior lot 150 feet and for a corner lot 170 feet
- (4) Height of buildings shall not exceed two & one-half stories or 35 feet.
- (5) Minimum building setback shall be 30 feet.
- (6) Side yards shall be provided as follows: each lot shall have two side yards a minimum of 20 feet each, with a minimum aggregate width for two side yards of 50
- (7) Minimum rear yard shall be 50 feet

Section 6.6 MANUFACTURING & LIGHT INDUSTRIAL DISTRICT ("MIL-I").

6.6.1. Purpose. The purpose of the Manufacturing & Light Industrial District shall be to provide locations, in those areas where public services are available, for the development of light to moderate industrial manufacturing, warehousing, wholesale and limited research establishments which, because of their type and nature, would be compatible with adjacent or nearby residential areas. An additional purpose of this district is to provide guidelines and performance standards which will control and confine any offensive features (i.e., noise, vibration, heat, smoke, glare, dust, objectionable odors, toxic wastes or unsightly storage) to the confines of the premises and within enclosed buildings or within a visually enclosed space.

6.6.2 Permitted uses. Permitted uses of the MILI District shall be as follows:

- (1) Building Contractor's Materials Storage Yards
- (2) Warehouses
- (3) Wholesale storage, warehousing, and distribution facilities
- (4) Research, design, testing and development laboratories.
- (5) Boat Manufacture and Repair (Vessels less than 5 tons); Boat Sales and Service
- (6) Farm Machinery and truck manufacture, sales, storage, service, and repairs

MEMO

*** ATTORNEY-CLIENT PRIVILEGE ***

TO: TOWN COUNCIL
RHIANNON SLATER

FROM: JAMES P. SHARP, ESQUIRE

DATE: FEBRUARY 2, 2026

RE: ACCESSORY BUILDINGS

Town Council requested that I prepare an ordinance updating the requirements for accessory structures. Before doing so, I will need direction from you as to the specific language to include in the ordinance. In reviewing the Town's Zoning Code, I found discrepancies in the handling of accessory buildings which is outlined below. Please find below information you may find useful as you contemplate the proposed draft ordinance:

Definition:

Section 3.1 of the Zoning Code defines and "accessory use or structure" as "a use, building, or structure subordinate to and located on the same lot as the principal use or building and serving a purpose customarily incidental to the use of the principal building or principal use." This definition is similar to the definition of an "accessory building" which is defined as "a building subordinate to the principal building on the same lot as the principal building and used for purposes customarily incidental to those of the principal building."

Accessory Uses & Structures:

Section 5.3 governs accessory uses, buildings, and structures and provides as follows:

5.3.1 Accessory uses, buildings, and structures shall be permitted only on the same lot with the building to which they are accessory. All accessory uses shall be such as to not alter the character of the premises on which they are located or impair the neighborhood.

5.3.2 No more than two accessory buildings shall be permitted on any lot, including a detached garage.

5.3.3. Accessory buildings or structures attached to a principal building shall comply in all respects with the yard requirements for the principal building.

5.3.4. No detached accessory building shall be located within the front yard or within the side yards forward of the front-yard setback line. Provided that they are not less than 5 feet from any property line, detached accessory buildings may be constructed in a rear yard or side yard behind of the rear-yard setback line. These restrictions on accessory structures shall not apply to permitted fences under this ordinance.

Below is an explanation of the handling of accessory buildings in each zoning district.

R-1 Zoning District:

Section 6.1.3 provides that the following are permitted accessory structures provided they are subordinate to the principal building or use in existence or under construction on the same lot and incidental thereto:

- (a) Private residential garages not exceeding 750 square feet of ground space.
- (b) Residential storage sheds or related outbuildings shall not exceed 150 square feet of ground space.

Section 6.1.5 sets for the dimensional regulations for the R-1 district. Pertinent regulations are as follows:

Type of Dwelling	Front Yard	Side Yard	Rear Yard	Height	Lot Coverage
Single Family	30 feet	12 feet	25 feet except 20% reduction if corner lot	Greater of 35' or 2.5 stories for principal 15' for accessory 20' for private garages with roof pitch of less than 8/12	45%

R-2 District:

Accessory uses permitted in R-1 are permitted in R-2. See Section 6.2.3. This section includes accessory structures. As such, the same size limitations apply to the accessory structures in the R-2 district.

The setback requirements are a bit different and are outlined in Section 6.2.5 as follows:

Type of Dwelling	Front Yard	Side Yard	Rear Yard	Height	Lot Coverage
Single Family semi-detached dwellings not separately titled	30 feet	8 feet	15 feet except 20% reduction if corner lot	Greater of 35' or 2.5 stories for principal 15' for accessory	40%

Single-family semi-detached separately titled	30 feet	8 feet	15 feet 20% reduction for corner lots	Greater of 35' or 2.5 stories for principal 15' for accessory 20' for private garages with roof pitch of less than 8/12	40%
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R-3 Zoning District:

All "permitted" uses in R-2 are permitted in R-3. See Section 6.3.2. Code is silent on accessory uses and should be clarified. Arguably, accessory uses are not permitted since there is a separation code section for "permitted uses" as opposed to "accessory uses." The Code makes this distinction in the lists this distinction would carry over to the sections of the Code that make those references later.

Setbacks are as follows:

Type of Dwelling	Front Yard	Side Yard	Rear Yard	Height	Lot Coverage
Single Family	30 feet	8 feet	15 feet except 20% reduction if corner lot	Greater of 35' or 2.5 stories for principal 15' for accessory 20' for private garages with roof pitch of less than 8/12	45%
Single Family Semi Detached	30 feet	8 feet	15 feet except 20% reduction if corner lot	Greater of 35' or 2.5 stories for principal 15' for accessory 20' for private garages with roof pitch of less than 8/12	45%

Two Family Detached	30 feet	8 feet except that separately titled semi-detached structures shall have at least one side yard minimum of 8' wide	15 feet except 20% reduction if corner lot	Greater of 35' or 2.5 stories for principal 15' for accessory 20' for private garages with roof pitch of less than 8/12	45%
Garden and Low Rise	30 feet	30 feet	30 feet except 20% reduction for corner lots	2.5 stories or 35' 10' for accessory except private garages	60%
Two family semi-detached	30 feet	30 feet except that separately titled semi-detached structures shall have at least one side of 30 feet	30 feet except 20% reduction for corner lots	2.5 stories or 35' 10' for accessory except private garages	Silent
Townhouses	30 feet	15' 30 feet if abuts street, driveway, or parking area setback	30 feet 20% reduction for corner lots	2.5 stories or 35' 10' for accessory except private garages	60%
Row Dwellings	30 feet	15' 30 feet if abuts street, driveway, or parking area setback	30 feet 20% reduction for corner lots	2.5 stories or 35' 10' for accessory except private garages	60%

Downtown Commercial District:

The DC district is silent on accessory buildings. Per Section 5.11.3, accessory buildings are not permitted since the Code is silent. I note that the DC district does not have a section for accessory uses either. Below are the general setback requirements in the DC district.

Front Yard	Side Yard	Rear Yard	Height	Lot Coverage
30 feet	0 feet	25 feet	Greater of 35' or 2.5 stories for principal	80%

Highway Commercial District:

R-1 and R-2 uses are permitted as conditional uses when accessory to a commercial use. See 6.5.3(29). All R-3 uses are permitted as conditional uses in HC. See Section 6.5.3(30). The term "uses" appears to cover permitted, accessory, and conditional uses but should be clarified. Below are the general setback requirements in the HC district.

Front Yard	Side Yard	Rear Yard	Height	Lot Coverage
30 feet	20 feet with minimum aggregate of 50 feet	50 feet	Greater of 35' or 2.5 stories for principal	80%

Manufacturing & Light Industrial District:

Residential uses are prohibited in the M/LI district unless grandfathered. See Section 6.6.3(1).

There is no section for accessory uses like we see in R-1 and R-2 but there are references to accessory uses in a few locations as noted below:

- Accessory uses are not permitted without a principal use. See Section 6.6.5(1).
- In a planned industrial park or lands designed M/LI, no accessory structure shall be closer than 200' from any non-industrial district boundary. See Section 6.6.5(4)
- Accessory structures cannot occupy more than 10% of the lot area. See Section 6.6.6 (9).
- Accessory structures can only be located in the rear yard and no closer than 45 feet from the rear lot line. See Section 6.6.6(10-11).

Setbacks in the M/LI district are as follows:

Front Yard	Side Yard	Rear Yard	Height	Lot Coverage
75 feet	40	45 feet	35 feet	60%

First Reading: July 12, 2023
Second Reading: Aug. 23, 2023
Adopted: Aug. 23, 2023

GREENWOOD ORDINANCE NO. A-9-A

AN ORDINANCE AMENDING ORDINANCE A-9 REGULATING THE KEEPING AND MAINTAINING OF ANIMALS WITHIN THE TOWN OF GREENWOOD, CREATING EXCEPTIONS THEREFROM, AND PENALTIES FOR VIOLATION THEREOF.

WHEREAS, Section 29(a)(2) of the Greenwood Town Charter authorizes the Town to “provide for and preserve the health, peace, safety, cleanliness, ornament, good order and public welfare of the Town and its inhabitants”;

WHEREAS, Ordinance A-9 regulates the keeping and maintaining of animals within the Town of Greenwood, creating exceptions therefrom, and providing penalties for violations thereof;

WHEREAS, since the adoption of Ordinance A-9, the State of Delaware has enacted legislation regarding the regulation of the keeping and maintaining of animals;

WHEREAS, in the opinion of the Town Council, it is in the best interest of the public health, safety, and welfare to repeal in its entirety and replace said Ordinance A-9 as set forth herein; and

NOW THEREFORE, be it hereby enacted by the Town Council of the Town of Greenwood, a majority thereof concurring in Council duly met, that Ordinance A-9 “An Ordinance regulating the keeping and maintaining of animals within the Town of Greenwood, creating exceptions therefrom, and providing penalties for violations thereof” is hereby repealed in its entirety and replaced thereof with the following, to wit:

“ORDINANCE A-9-A: AN ORDINANCE AMENDING ORDINANCE A-9 REGULATING THE KEEPING AND MAINTAINING OF ANIMALS WITHIN THE TOWN OF GREENWOOD, CREATING EXCEPTIONS THEREFROM, AND PENALTIES FOR VIOLATION THEREOF.

Section 1. Definitions.

For the purpose of this Ordinance, the following definitions shall be applicable unless the context clearly indicates to the contrary:

- a. ANIMAL — Dog, cat, and any species of mammals except human beings.
- b. ANIMAL CONTROL AGENCY — An agency of the state, county, municipality, or other governmental subdivision of the state which is responsible for animal control operations in its jurisdiction.

- c. CAREGIVER — A person who provides shelter, medical care, or food to feral or free-roaming cats, lacking discernible owner identification, and works to reduce their numbers by working to spay and neuter the animals. Free-roaming cat caregivers are not owners.
- d. FERAL CAT — A cat that (i) is born in the wild or is the offspring of an owned or feral cat and is not socialized, (ii) is a formerly owned cat that has been abandoned and is no longer socialized, or (iii) lives on a farm. Feral cats may have a temperament of extreme fear and resistance to contact with humans.
- e. DOG — Either a male or female canine.
- f. HORSE-DRAWN VEHICLE — A carriage, wagon, cart, sled or sleigh or other device drawn by horses which has a passenger carrying capacity.
- g. LEASH — A cord, leash, or chain not to exceed eight (8) feet in length.
- h. OWNER — The person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody, or control of an animal.
- i. PERSON — Includes any natural person, an individual, partnership, voluntary association, society, club, firm, corporation, business trust, or any other group acting as a unit or the lessee, agent, servant, partner, member, director, officer, or employee, or any of them.
- j. PUBLIC PLACE — Any park, lake, stream, stadium, athletic field, playground, school yard, street, avenue, plaza, square, cemetery, or any other place commonly opened to the public.
- k. STREET — All streets, avenues, highways, boulevards, parkways, roads, lanes, bridges, alleys, and the approaches thereto, docks built for use of the public, curbs, sidewalks, recreation, and park lands used for vehicular traffic or other public ways or thoroughfares in the Town over which the Town has jurisdiction.
- l. TRAP-NEUTER RETURN (TNR) PROGRAM — A program in which healthy, feral, semi-feral, or free roaming cats lacking discernible owner identification are sterilized, vaccinated against rabies, ear-tipped and returned to a safe location near or where they were found.

Section 2. Control of Dogs, Cats, and Other Animals.

- a. **Dogs running at large; exceptions.** Dogs shall be maintained in accordance with the 16 Del. C. § 3048F (Dogs Running At Large), as may be amended subject to the following exceptions:
1. Such restriction shall not apply to dogs owned by the Greenwood Police Department or any other law enforcement agency and which dogs are maintained as Police K-9 units while under the custody and control of the dog's trainer or handler.
- b. **Dog License Required.** The owner or lawful possessor of any dog shall obtain a license for said dog pursuant to 16 Del. C. § 3042F (Fees for Dog Licenses), as may be amended.
- c. **Leash required; exceptions.**
1. Except as otherwise provided, no animal shall be permitted in or upon any public street, sidewalk, alley, park, parkway or other public place in the Town or in or upon any property belonging to said Town unless said animal is on a leash and is under the complete control of the person owning or, at the time, in possession of said animal.
 2. This leash requirement shall not apply to cats.
 3. Notwithstanding anything in this Ordinance to the contrary, no person shall be compelled to keep any animal in his possession on a leash while in or upon any public street, alley, parkway or other public place in the Town if, at the time, said animal is securely confined in an automobile provided that the animal is safe and its welfare is not endangered by such confinement in accordance with Delaware State Code Title 11, Chapter 5, Subchapter VII, Cruelty to Animals, as may be amended.
- d. **Noisy animals.** No person shall keep any animal which causes frequent or long-continued noise so as to disturb the comfort or repose of any person in the vicinity. Any violation of this section, in addition to the penalties set forth in this Ordinance, is declared to be a nuisance and as such may be abated.
- e. **Authorization for Animal Control Official.** This Ordinance shall be enforced by an Animal Control Agency or an Animal Control Official.
- f. **Right of entry by Animal Control Official or designee; impoundment.** Upon presentation of proper credentials, an Animal Control Official, a Town of Greenwood Code Official, or Greenwood Police Officer may enter upon the yards of private property in order to enforce the provisions of this Ordinance. The Animal Control Official or duly authorized representative(s) may impound all animals over the age of six months that are untagged, as provided for in this Ordinance, or that are in or upon any private property

without the permission and consent of the owner of such property or that are in or upon any public street, alley, sidewalk, park, or other public place unleashed.

- g. **Redemption of impounded animals; costs.** The owner of any dog apprehended and impounded by the Animal Control Official may reclaim said dog upon the payment of any fine and cost imposed for any violation of this chapter, or the Delaware State Code, in accordance with Delaware State Code Title 16 Chapter 30F, Animal Welfare, as may be amended.
- h. **Obstruction of Animal Control Agency / Official.** No person shall willfully oppose, restrict, delay or obstruct the Animal Control Officer in the discharge or attempt to discharge or perform any act or duty authorized or prescribed herein.
- i. **Violations and penalties.** Unless otherwise established herein, the following fines and penalties shall apply to this Ordinance:
 - 1. Any person found guilty of violating the provision of this article shall forfeit to the Town of Greenwood a fine of not less than \$25 but not more than \$300, plus the costs of prosecution.

Section 3. Prohibited Animals.

- a. **Keeping or slaughtering of certain animals within Town limits.** No person shall keep or slaughter any swine, cow, bull, sheep, goat, or like animal or other farm animal within the Town of Greenwood unless in conformity with the Greenwood Zoning Code, and properly licensed and inspected by the appropriate state agencies. Chicken and other small fowl are permitted to be kept and maintained in a clean enclosure.
- b. **Exception for parade animals.** Animals used in parades where a Town of Greenwood parade permit has been issued are exempt from the provisions of this Ordinance.
- c. **Violations and penalties.** Any person found guilty of violating the provision of this article shall forfeit to the Town of Greenwood a fine of not less than \$100 but not more than \$500, plus the costs of prosecution.

Section 4. Horse-Drawn Vehicles

- a. **Conditions and restrictions.** The provisions of this Ordinance shall not be applicable to any person who brings into the City a horse for the purpose of providing transportation in horse-drawn vehicles carrying passengers on a fixed route under the following terms and conditions:
 - 1. Each route shall be approved by the Town Manager which may be approved or denied by the Town Manager. Any decision by the Town Manager concerning a horse-drawn vehicle may be appealed to the Town Council no later than 30 days after the decision was issued.

2. The horse shall not be kept or maintained within the corporate limits of the Town of Greenwood when not being used for the purpose of providing transportation.
3. Horse-drawn vehicles are prohibited from all other streets and areas within the Town of Greenwood unless specifically approved by the Town Manager for providing point-to-point transportation for special events, including but not limited to weddings, theatrical performances and funerals.
4. Owners and operators of horse-drawn vehicles are responsible for cleanup after the horses.
5. No person shall drive or operate a horse-drawn vehicle on any day or at any time that the Town Manager makes a specific determination that it would be inconsistent with other special events or public safety requirements.

Section 5. Effective Date. This Ordinance shall take effect immediately upon its adoption by the Town Council.

Synopsis

This Ordinance repeals and replaces Ordinance A-9 to amend the regulations for keeping and maintaining animals within the Town of Greenwood. Section 1 of this Ordinance establishes new definitions. Section 2 identifies illegal behaviors related to the keeping and maintaining of animals and sets forth enforcement rights including the imposition of fines. Section 3 outlines prohibited animals. Section 4 sets forth guidelines for horse-drawn carriages.

This shall certify that this is a true and correct copy of Ordinance A-9-A 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 August 23, 2023.

So certifies:

Attest: Quene C. Jones
Council Secretary

Donald Seibert
Mayor



RESOLUTION NO. 2026-01

**A RESOLUTION AUTHORIZING THE PREPARATION AND SUBMISSION
OF APPLICATIONS TO THE DELAWARE DEPARTMENT OF
NATURAL RESOURCES AND ENVIRONMENTAL CONTROL AND TO THE
CHESAPEAKE BAY IMPLEMENTATION PROGRAM**

WHEREAS, Section 29(15) authorizes the Town Council (“the Council”) of the Town of Greenwood (“the Town”) to maintain, manage, and control the drainage system in the Town;

WHEREAS, the Town received notice that the Delaware Department of Natural Resources and Environmental Control (“DNREC”) is accepting applications from county and municipal governments for participation in DNREC’s Surface Water Matching Planning Grant Program (“the SWMPG Program”) and the Chesapeake Bay Implementation Program (“the CBI Program”) (collectively “Programs”); and

WHEREAS, the Programs provide participants with an opportunity to receive funding to prepare a mapping and review of the Town’s storm sewer infrastructure; and

WHEREAS, the funding and financial incentives available to participants through the Programs include up to a total \$35,000.00 matching grant funds to prepare a master stormwater and drainage plan; and

WHEREAS, applications for participation in the Programs must be received by DNREC, by 4:30 p.m., February 18, 2026, and applications will be recommended for funding by the Delaware Water Infrastructure Advisory Council based upon receipt of an approved application meeting all requirements; and

WHEREAS, the Council finds that it is in the best interest of the Town to submit an application for participation in the Programs so that the Town may receive the funding and financial incentives described above to prepare a mapping and review of the Town’s storm sewer infrastructure.

NOW THEREFORE, BE IT RESOLVED by the Town Council of The Town of Greenwood as follows:

1. That the Town Manager shall prepare and submit an application for participation in the SWMPG Program to receive up to \$17,500.00 in matching grant funds to prepare a mapping and review of the Town's storm sewer infrastructure;
2. That the Town Manager shall prepare and submit an application for participation in the CBI Program to receive up to \$17,500.00 in funds to be used as the matching portion of the SWMPG Program and that said funds are to be used to prepare a mapping and review of the Town's storm sewer infrastructure;
3. That the Town Manager shall coordinate with the Town's Engineer, Davis, Bowen, & Friedel, Inc. to assist the Town Manager with the preparation and submission of the necessary application for participation in the Programs;
4. That the Town Manager is hereby authorized to sign the applications on behalf of the Town and, to the extent the applications require signature of a Councilmember, the Mayor is hereby authorized to sign said applications;
5. That the Town Manager shall coordinate the submission of the applications for the Programs on or before the application deadlines of 4:30 p.m. on February 18, 2026; and
6. That the Town Manager shall report back to the Town Council with updates on the applications.

SYNOPSIS

This resolution directs the Town Manager to coordinate with the Town Engineer to apply for grants for funding for a mapping and review of the Town's storm sewer infrastructure.

This shall certify that this is a true and correct copy of the resolution 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 February 11, 2026.

So certifies:

Attest: _____

Council Secretary

Mayor



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: February 10, 2026
Re: Town Manager Report, amended

- The Planning Commission will hold a public hearing and discuss the proposed changes to allowable uses in Highway Commercial on February 10, 2026. They will then forward their recommendations to Council.
- Met with the Town Engineer along with the WaterTA group to produce a PER for the necessary water tower and discuss a grant application process. Based on the direction the process was going, it has been determined to stop the project at this time. The current rate structure does not support the loan amount that would be required. Additionally, the Charter does not currently allow for the loan amount that would be required. At this time, I have elected to retain SERCAP to conduct an income study for the Town, as the current MHI provided by the census includes households outside the incorporated limits and is too high to allow for principal forgiveness loans. This should begin in March. Once this is completed, this information, along with the PER produced by the WaterTA group will be utilized to apply for the next available round of funding.
- Resolution 2026-01 is required as part of the grant application submission.
- I have looked into different IT support providers and settled on Wagamon Technology Group (WTG). They currently service multiple Delaware Municipalities and are well known in DEMA for their highly collaborative work style in relation to grants. The monthly cost for their services is \$816.54, less a DEMA Cyber Security grant they would like to apply for on behalf of the Town in the amount of \$275 per month for a monthly total of \$541, plus a one time \$1,000 onboarding fee vs. \$640 per month for the current provider. The current provider

charges travel time to and from Easton, Md along with onsite time if they are needed in the office, which does happen from time to time. These costs are included in the monthly contract costs from WTG. Additionally, the current provider quoted \$1,000 for each PC needing to be replaced as setup fees, WTG charges \$175 per PC for these same fees. Switching providers will create a \$500 annual savings (in addition to the \$1,650), I propose these savings be utilized to provide Microsoft email accounts for board members. I would like to place this item on the March agenda for a vote. It is my intention to reallocate \$1,650 from the budget line Computer Replacement to any line found in the future to be short necessary funding.

- Completed process to be able to initiate ACH payments through Community Bank. Made ACH payment to most recent DNREC invoice for a SRF loan from 2002 in the amount of \$24,380.55
- Began reviewing suggested Charter changes submitted by Stephanie Ballard and Jamie Sharp April 2025.
- Reached out to Short Insurance to obtain coverage for the Canine.
- Completed paperwork for an Unemployment Claim made by a former employee
- Forwarded requested documents to Luff and Associates regarding the PTO audit and other matters.
- Was on vacation 2/6-2/6; attended several teams meetings and responded to emails and phone calls during this time.
- Placed an ad in the Delaware State News and Seaford Star for the open Town Manager position.
- Attended the annual stakeholder meeting for DFIT.

3:30 PM
02/10/26
Accrual Basis

TOWN OF GREENWOOD
Profit & Loss
January 10 through February 10, 2026

Jan 10 - Feb 10, 26

Ordinary Income/Expense

Income

4005 · Real Estate Taxes	264,783.40
4007 · TRANSFER TAX	4,677.75
4050.1 · Police Accident Rep/Finger	25.00
4070 · POLICE GRANTS	
4070.05 · Highway Safety	103.41
Total 4070 · POLICE GRANTS	103.41
4444 · INCOME	
4002 · Rental Income	1,200.00
4003 · License Fees	
4003.1 · Building, Sewer, CofO permits	275.00
4003.2 · Rental Licenses	1,600.00
4003.3 · Business Licenses	6,700.00
Total 4003 · License Fees	8,575.00
Total 4444 · INCOME	9,775.00

Total Income

279,364.56

Gross Profit

279,364.56

Expense

4080.2 · WATER EXPENSE	3,223.00
5005 · ADVERTISING	61.38
5009 · AUTO & TRUCK	
5010 · GAS	
5010A · Gasoline T Hall	72.94
5010P · Gasoline PD	726.91
Total 5010 · GAS	799.85
Total 5009 · AUTO & TRUCK	799.85
5040 · EMPLOYEE BENEFITS	
5050 · DENTAL INSURANCE	148.95
5050P · DENTAL INSURANCE PD	99.30
5065 · MEDICAL INSURANCE	3,897.18
5065P · MEDICAL INSURANCE PD	1,250.44
Total 5040 · EMPLOYEE BENEFITS	5,395.87
5120 · OFFICE SUPPLIES	
5020.1 · IT Support	674.77
5125A · COMPUTER SUPPLIES Admin	1,069.00
5129A · WATER COOLER	12.49
5129P · WATER COOLER RENTAL PD	12.49
5130 · COPIER LEASE	113.42
5135 · POSTAGE	234.00
5138A · OFFICE SUPPLIES-ADMIN	25.64

Total 5120 · OFFICE SUPPLIES

2,141.81

5185 · PROFESSIONAL SERVICES

3:30 PM
02/10/26
Accrual Basis

TOWN OF GREENWOOD
Profit & Loss
January 10 through February 10, 2026

	<u>Jan 10 - Feb 10, 26</u>
5190A · AUDITING/ACCOUNTING	6,382.00
5195 · ENGINEERING	9,414.98
5200 · LEGAL	3,800.00
5210 · TESTING	
5032.3P · MEDICAL TESTING PD	38.00
5210 · TESTING - Other	69.00 DOT physical
Total 5210 · TESTING	<u>107.00</u>
5215 · MONITORING SERVICES	34.99
Total 5185 · PROFESSIONAL SERVICES	<u>19,738.97</u>
5225 · REPAIRS & MAINTENANCE	
5245 · STREETS	327.60
Total 5225 · REPAIRS & MAINTENANCE	<u>327.60</u>
5255.1 · CANINE EXPENSES	10,935.60
5300 · UTILITIES	
5305 · ELECTRIC	
5305A · ELECTRIC ADMIN	4,077.92
Total 5305 · ELECTRIC	<u>4,077.92</u>
5335 · FUEL OIL	281.70
5335P · FUEL OIL PD	1,267.48
5345A · TELEPHONE	405.15
Total 5300 · UTILITIES	<u>6,032.25</u>
5345P · Telephone PD	229.15
5371 · Election Fees	187.60
Total Expense	<u>49,073.08</u>
Net Ordinary Income	<u>230,291.48</u>
Net Income	<u>230,291.48</u>

TOWN OF GREENWOOD
Transaction List by Vendor
January 11 through February 10, 2026

Type	Date	Num	Account	Split	Amount
A-1 SANITATION SERVICE INC.					
Bill Pmt -Check	01/12/2026	4380	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-739.13
					payment for parade portapotties trans funds from event act to reimburse
AMAZON					
Bill	01/28/2026	3562655	2000 · Accounts Payable	-SPLIT-	-25.64
Bill Pmt -Check	01/30/2026	4412	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-25.64
Bill Pmt -Check	02/10/2026	4434	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-39.76
Bill Pmt -Check	02/10/2026	116	1181 · COMM BANK TOWN EVEN	2000 · Accounts Payable	-50.97
Amazon Marketplace					
Bill Pmt -Check	02/10/2026	4435	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-123.72
AT&T					
Bill Pmt -Check	01/12/2026	4381	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-70.11
Axon Enterprise, Inc.					
Bill Pmt -Check	01/12/2026	4382	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-10,362.89
BAYHEALTH OCCUPATIONAL HEALTH					
Bill	01/28/2026	80712	2000 · Accounts Payable	5032.3P · MEDICAL TESTING P	-38.00
Bill Pmt -Check	01/30/2026	4413	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-38.00
BFMC INC					Drug/alcohol test for employee involved in veh accident
Bill Pmt -Check	01/12/2026	4383	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-300.00
Brooke Tucker					
Bill	01/16/2026		2000 · Accounts Payable	5010P · Gasoline PD	-67.50
Bill Pmt -Check	01/30/2026	4418	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-67.50
BUTLER FUEL & SONS INC					Fuelman card stopped working replacement ordered
Bill	01/21/2026	15860	2000 · Accounts Payable	5335 · FUEL OIL	-281.70
Bill	01/21/2026	15860-1	2000 · Accounts Payable	5335P · FUEL OIL PD	-93.05
Bill Pmt -Check	01/30/2026	4414	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-624.88
Bill	02/09/2026	77887	2000 · Accounts Payable	5335P · FUEL OIL PD	-1,174.43
Bill Pmt -Check	02/10/2026	4425	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,174.43
Cafe Tamburelli - Vendor					
Bill	01/17/2026	99696	2000 · Accounts Payable	5371 · Election Fees	-37.60
Bill Pmt -Check	01/22/2026	Debit	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-37.60
CAMPANELLA CONSULTING GROUP					
Bill Pmt -Check	01/12/2026	4384	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-13,200.00

TOWN OF GREENWOOD
Transaction List by Vendor
January 11 through February 10, 2026

Type	Date	Num	Account	Split	Amount
Bill	01/29/2026	253	2000 · Accounts Payable	5200 · LEGAL	-3,800.00
Bill Pmt -Check	01/30/2026	4419	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-3,800.00
CAPE GAZETTE					
Bill	01/13/2026	2026-23512	2000 · Accounts Payable	5005 · ADVERTISING	-61.38
Bill Pmt -Check	02/10/2026	4426	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-61.38
Comcast Business					
Bill Pmt -Check	01/12/2026	4385	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-327.48
Bill Pmt -Check	01/16/2026	4398	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-539.92
CRYSTAL SPRINGS					
Bill Pmt -Check	01/30/2026	4420	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-24.98
Bill	02/02/2026	0226	2000 · Accounts Payable	-SPLIT-	-24.98
Davis, Bowen & Friedel Inc					
Bill	01/16/2026	199653	2000 · Accounts Payable	5195 · ENGINEERING	-1,862.50
Bill	01/16/2026	199651	2000 · Accounts Payable	5195 · ENGINEERING	-1,159.99
Bill	01/16/2026	199652	2000 · Accounts Payable	5195 · ENGINEERING	-2,681.25
Bill	01/16/2026	199560	2000 · Accounts Payable	5195 · ENGINEERING	-1,862.50
Bill	01/16/2026	199650	2000 · Accounts Payable	5195 · ENGINEERING	-1,868.74
Bill Pmt -Check	01/22/2026	4405	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-7,546.24
Bill Pmt -Check	02/10/2026	4427	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-11,300.19
De Dept of Safety and Homeland Security					
Bill	01/30/2026	012926	2000 · Accounts Payable	4070.05 · Highway Safety	-150.00
Bill Pmt -Check	01/30/2026	4421	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-150.00
DELJIS					
Bill Pmt -Check	01/12/2026	4386	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-261.62
DELMARVA POWER					
Bill	01/13/2026	2001726584	2000 · Accounts Payable	5305A · ELECTRIC ADMIN	-338.09
Bill	01/13/2026	2004620336	2000 · Accounts Payable	5305A · ELECTRIC ADMIN	-406.96
Bill	01/13/2026	2008724476	2000 · Accounts Payable	5305A · ELECTRIC ADMIN	-534.58
Bill Pmt -Check	01/22/2026	4406	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-338.09
Bill	01/28/2026	4782 01212	2000 · Accounts Payable	5305A · ELECTRIC ADMIN	-509.15
Bill Pmt -Check	01/30/2026	4415	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-509.15
Bill	02/06/2026	2005325963	2000 · Accounts Payable	5305A · ELECTRIC ADMIN	-2,176.72

TOWN OF GREENWOOD
Transaction List by Vendor
January 11 through February 10, 2026

Type	Date	Num	Account	Split	Amount
Bill Pmt -Check	02/10/2026	4428	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-84.23
Bill Pmt -Check	02/10/2026	4436	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-3,301.76
Bill Pmt -Check	02/10/2026	194	1150 · Community Bank MSAF	2000 · Accounts Payable	-2,176.72
DIVISION OF PUBLIC HEALTH					
Bill Pmt -Check	01/22/2026	4407	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-250.00
Annual water system fees					
Edward Jones - Seaford					
Bill Pmt -Check	01/12/2026	4387	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,731.99
ELVIN SCHROCK & SONS, INC.					
Bill	01/13/2026	52818	2000 · Accounts Payable	4080.2 · WATER EXPENSE	-265.00
Bill Pmt -Check	01/16/2026	4404	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-344.20
Bill Pmt -Check	01/22/2026	4408	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-265.00
FUELMAN					
Bill Pmt -Check	01/12/2026	4388	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-382.06
Bill	01/12/2026	NP6982112	2000 · Accounts Payable	5010P · Gasoline PD	-233.42
Bill Pmt -Check	01/16/2026	4399	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-434.84
Bill	01/19/2026	69847082	2000 · Accounts Payable	5010 · GAS	-193.69
Bill	01/26/2026	69878638	2000 · Accounts Payable	-SPLIT-	-305.24
Bill Pmt -Check	01/30/2026	4416	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-305.24
Bill Pmt -Check	01/30/2026	4422	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-193.69
General Code					
Bill Pmt -Check	01/16/2026	4400	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-5,098.50
Codification of Town Ordinances					
GREAT AMERICA FINANCIAL SVCS					
Bill Pmt -Check	01/12/2026	4389	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-139.94
Bill	02/09/2026	41120078	2000 · Accounts Payable	5130 · COPIER LEASE	-113.42
Bill Pmt -Check	02/10/2026	4429	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-113.42
HALE TRAILER BRAKE AND WHEEL					
Bill	01/21/2026	2247317	2000 · Accounts Payable	5245 · STREETS	-327.60
Pallet of Salt for snow storm					
Bill Pmt -Check	01/21/2026	debit	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-327.60
Highmark Delaware					
Bill	01/15/2026	2601150844	2000 · Accounts Payable	-SPLIT-	-5,395.87
Hillyard's, Inc.					
Bill Pmt -Check	01/12/2026	4390	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-83.04

TOWN OF GREENWOOD
Transaction List by Vendor
January 11 through February 10, 2026

	Type	Date	Num	Account	Split	Amount
JASONS COMPUTERS	Bill	01/17/2026	29282	2000 · Accounts Payable	5020.1 · IT Support	-674.77
	Bill Pmt -Check	01/22/2026	4409	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-674.77
Luff & Associates	Bill Pmt -Check	01/12/2026	4391	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,583.00
	Bill	01/15/2026	19908	2000 · Accounts Payable	5190A · AUDITING/ACCOUNTIN	-1,411.00
	Bill Pmt -Check	01/16/2026	4401	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,411.00
	Bill	01/21/2026	19969	2000 · Accounts Payable	5190A · AUDITING/ACCOUNTIN	-875.00
	Bill Pmt -Check	01/22/2026	4410	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-875.00
Lywood	Bill Pmt -Check	01/12/2026	4392	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,857.04
MAGNUM ELECTRONICS, INC.	Bill	01/14/2026	2026/00629	2000 · Accounts Payable	5255.1 · CANINE EXPENSES	-10,935.60
	Bill Pmt -Check	01/30/2026	4423	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-10,935.60
Offit Kurman	Bill Pmt -Check	01/16/2026	4402	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-10,000.00
	Bill Pmt -Check	02/10/2026	4430	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-10,000.00
Roger Breeding	Bill	01/17/2026	765354	2000 · Accounts Payable	5210 · TESTING	-69.00
	Bill Pmt -Check	01/22/2026	4411	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-69.00
SAFEHOUSE, LLC	Bill	01/15/2026	54212	2000 · Accounts Payable	5215 · MONITORING SERVICES	-34.99
	Bill Pmt -Check	01/16/2026	4403	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-34.99
SoundFX Automotive	Bill Pmt -Check	01/12/2026	161	COMMUNITY BANK K-9 FUNDS	2000 · Accounts Payable	-760.00
Start to Finish Collision & Auto Center	Bill Pmt -Check	01/12/2026	4393	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,600.00
STRATEGIC INSURNACE PARTNERS	Bill Pmt -Check	01/12/2026	4394	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,712.00
SUSSEX COUNTY	Bill	01/20/2026	01172026	2000 · Accounts Payable	5371 · Election Fees	-150.00
	Bill Pmt -Check	01/30/2026	4417	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-150.00

failed breaker in water plant

Budgeted from SLEAF grant funds

repair to durango dmeaged in accident in
Dec-reimbursed by Ins

TOWN OF GREENWOOD

Transaction List by Vendor

January 11 through February 10, 2026

9 AM
01/26

Type	Date	Num	Account	Split	Amount
USA BLUEBOOK					
Bill Pmt -Check	01/12/2026	4395	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,228.33
					pump and parts for water plant
USPS					
Bill	01/27/2026	733855	2000 · Accounts Payable	5135 · POSTAGE	-234.00
Bill Pmt -Check	01/27/2026	debit	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-234.00
VERIZON - DE (Albany)					
Bill	01/11/2026	0001-43 01	2000 · Accounts Payable	5345A · TELEPHONE	-366.96
Bill	01/11/2026	0001-84 01	2000 · Accounts Payable	5345P · Telephone PD	-229.15
Bill Pmt -Check	01/12/2026	4396	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-229.18
Bill Pmt -Check	02/10/2026	4431	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-366.96
Verizon (Newark)					
Bill Pmt -Check	01/12/2026	4397	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-38.19
Bill Pmt -Check	01/30/2026	4424	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-280.07
VERIZON WIRELESS(Lehigh Pa)					
Bill Pmt -Check	02/10/2026	4432	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-38.19
Wagamom Technology Group					
Bill	02/09/2026	796652	2000 · Accounts Payable	5125A · COMPUTER SUPPLIES	-1,069.00
Bill Pmt -Check	02/10/2026	4433	7017 · COMMUNITY BANK GENE	2000 · Accounts Payable	-1,069.00
					laptop replacemtn authorized in 2026 Budget adoption