



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

Town Council Meeting
March 11, 2026, 6:30 pm

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) February 4, 2026, Special Council Meeting
- b) February 4, 2026, Executive Session
- c) February 11, 2026, Town Council Meeting
- d) February 11, 2026, Executive Session

IV. POLICE REPORT

V. TOWN MANAGER REPORT

VI. OLD BUSINESS

- a) FOIA Policy
- b) Employee vacation
- c) Town Hall/Police Department renovations-Fy 27 Bond Bill
- d) Discussion and possible introduction of ordinance relating to zoning code pertaining to accessory structures
- e) Discussion of Ordinance A-9-A and possible introduction of ordinance

VII. NEW BUSINESS

- a) Woodbridge Little League Contract
- b) Time Sheets
- c) IT Vendor
- d) Accountant engagement
- e) Vacation of paper alley from 530-9.16-59.00 through 530-9.16-62.00
- f) Discussion and possible action regarding water main ownership for parcel 530-10.00-58.08

VIII. COUNCIL MEMBERS' COMMENTS

IX. EXECUTIVE SESSION

for 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 29 Del.C. 10004(b)(4).

X. Possible Action on Executive Session Items

XI. Adjournment

Agenda items may be considered out of sequence.

In accordance with 29 Del.C. §10004(e)(2), this Agenda was posted on 3/4/2026 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
Wednesday, February 4, 2026, 6:30 p.m.
SPECIAL MEETING
MINUTES

COUNCIL and STAFF PRESENT:

Mayor Branden Cessna, Secretary Mike Moran, Councilor Donnie Donovan, Councilor Dan Nelson, Clerk Carolyn Chisenhall. Absent: Vice-Mayor A.J. Massey.

CALL TO ORDER:

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

PUBLIC COMMENT:

None.

EXECUTIVE SESSION:

Motion by Mr. Moran to move into executive session at 6:31 pm. Second, Mr. Donovan.

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

Motion by Mr. Donovan to return to open session at 7:57 pm. Second, Mr. Moran.

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

POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS:

Mr. Nelson's motion stated, "Pursuant to the discussions in Executive Session, I make a motion to authorize legal counsel, our Town's employment attorney, to handle the following: represent the Town in all unemployment insurance matters with the state; develop and issue communications regarding any and all contact for prior employees regarding any and all benefit matters; and three, issue correspondence as discussed to current or former employees". Second, Mr. Donovan.

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

Mr. Nelson made a motion to have the Mayor issue final correspondence to Mrs. Todd regarding the conclusion of her employment with the Town of Greenwood. Second, Mr. Moran.

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

ADJOURNMENT:

Adjourned at 7:59 pm with a motion from Mr. Moran. Second, Mr. Donovan. Unanimous.

Town Manager



TOWN OF GREENWOOD
TOWN COUNCIL MEETING
100 W. Market St; Greenwood, DE 19950
Wednesday, February 11, 2026, 6:30 p.m.
MINUTES

COUNCIL and STAFF PRESENT:

Mayor Branden Cessna, Vice Mayor Donald Donovan, Secretary Daniel Nelson, Councilor Anthony Massey, Councilor Randy Willey, 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.

AMEND AGENDA:

Mr. Donovan moved to amend the agenda to hear the Police Report and Town Manager Report (IX and X) between Old Business and New Business (VII & VIII). Second, Mr. Massey. Massey – Yes; Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey – Yes. CARRIED.

SWEARING IN OF NEW COUNCILMEMBERS:

Mr. Sharp swore in Councilors Randy Willey, Donald Donovan, and Daniel Nelson.

REORGANIZATION OF COUNCIL:

Motion by Mr. Nelson to keep Mr. Cessna as Mayor. Second, Mr. Donovan.

Willey – Yes; Donovan – Yes; Cessna -Yes; Nelson – Yes; Massey – No. CARRIED

Motion by Mr. Nelson to make Mr. Donovan Vice Mayor. Second, Mr. Massey.

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

Motion by Mr. Donovan to appoint Mr. Nelson as Secretary. Second, Mr. Willey.

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

Council recessed from 6:40-6:44 while Councilman Willey excused himself from the rest of the meeting due to recent surgery.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

- a) Motion to approve January 6, 2026, Special Council Meeting minutes by Mr. Donovan. Second, Mr. Massey.
Donovan – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes. CARRIED.
- b) Motion to approve January 14, 2026, Town Council Meeting minutes by Mr. Donovan. Second, Mr. Massey.
Donovan – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes. CARRIED.
- c) Motion to approve January 15, 2026, Special Council Meet the Candidates minutes by Mr. Donovan. Second, Mr. Nelson.
Nelson – Yes; Donovan – Yes; Cessna – Yes; Massey – Recused. CARRIED.

PUBLIC HEARING:

A-24 AN ORDINANCE AMENDING ORDINANCE A-1 (“ZONING ORDINANCE”) TO AMEND THE LIST OF PERMITTED USES IN THE HIGHWAY COMMERCIAL (“HC”) 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.

Mr. Sharp gave some background to this ordinance and stated that the Planning Commission gave its recommendation last night.

There were no public comments made.

Motion by Mr. Nelson to adopt Ordinance A-24. Second, Mr. Donovan.

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

OLD BUSINESS:

- a) A-24 was adopted at the end of the Public Hearing.
- b) Mr. Sharp led a discussion on accessory structures and how they are addressed in the zoning code.

Motion by Mr. Massey to set up a workshop with the Town’s engineer and solicitor to work through details with accessory buildings. Second, Mr. Nelson.

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

Mr. Sharp recommended that Council go around and see examples of things in Town, so they can see what looks good, what doesn’t, and know how they want things.

- c) The employee vacation audit will be completed by the March meeting, after additional documents are reviewed.

POLICE REPORT:

Chief Walton presented a written report and stated that the K9 vehicle and the EV truck are now fully equipped and in service. Cpl. Tucker and K9 Emma have begun their 8–12-week training with Anne Arundel County Police Department.

TOWN MANAGER REPORT:

Mrs. Slater presented a written report and spoke about the Resolution that’s on the agenda, the need to map the Town’s stormwater system, and IT support providers.

NEW BUSINESS:

- a) Mr. Nelson wanted Councilmembers to state their priorities for the Town, with the purpose being to get a consensus of the Council’s top 3, so they can move forward together with shared goals for the Town. His priorities are the financials, police accreditation, and changes to the Town Charter & employee handbook. Mr. Massey stated his as clarification of ordinances, financials, and the employee handbook. Mr. Cessna’s include financials, the Charter and handbook, and land use maps. Mr. Donovan’s priorities are the Town Hall building and finding out what can be done with it to fulfill the needs of both the Police Department and the Town Hall; communication with constituents, including having people with questions call and ask questions; and finances.

Motion by Mr. Massey to switch New Business items “b” and “c”. Second, Mr. Donovan.
Donovan – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes. CARRIED

- b) Motion by Mr. Donovan to appoint Harlan Wilson to the Board of Adjustments. Second, Mr. Nelson.

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

Mr. Wilson will be filling Randy Willey’s spot since Mr. Willey was elected to Council.

- c) Motion by Mr. Massey for Mr. Sharp to draft A9A to include the owner's removal of animal waste. Second, Mr. Nelson.
Mr. Donovan – Yes; Mr. Cessna – Yes; Mr. Nelson – Yes; Mr. Massey – Yes. CARRIED
- d) 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.
Mr. Sharp clarified that Mrs. Slater will be able to sign the application paperwork on behalf of the Town, and Mr. Cessna can sign if a member of Council is needed.
Motion by Mr. Donovan to adopt Resolution 2026-01. Second, Mr. Nelson.
Massey- Yes; Nelson – Yes; Cessna – Yes; Donovan – Yes. CARRIED

COUNCIL MEMBERS' COMMENTS:

Mr. Massey enjoyed the levity of tonight's meeting and the way things moved along quickly and efficiently.

Mr. Nelson stated that property owner Tammy Rust addressed him directly during public comment at a hearing and suggested that he call a property owner about what they're doing with their property. He did not know what she was talking about and he wanted it on record that he believes a sitting councilperson should never reach out to individual property owners about what to do with their property. If anyone wants to meet with him, he can be reached via email, or they can come to a council meeting, and he is more than glad to talk.

Mr. Cessna clarified that Mr. Moran had been at last week's Special Council meeting because he was still a Councilmember until tonight, when Mr. Willey was sworn in.

EXECUTIVE SESSION:

Motion to move into Executive Session at 8:03 pm by Mr. Donovan. Second, Mr. Massey.
Massey – Yes; Nelson – Yes; Cessna – Yes; Donovan – Yes. CARRIED.

RETURN TO OPEN SESSION:

Motion to move back into Open Session at 9:09 pm by Mr. Massey. Second, Mr. Donovan.
Donovan – Yes; Cessna – Yes; Nelson – Yes; Massey – Yes. CARRIED.

POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS:

None.

ADJOURNMENT:

Adjourned at 9:10 with a motion from Mr. Massey. Second, Mr. Donovan. Unanimous.

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: March 9, 2026

Re: Town Manager Report

-
- Worked with Luff & Associates to develop deposit procedures regarding ACH deposits.
 - Attended and Emergency Operations Planning Course to assist in the development of an Emergency Operations Plan.
 - Submitted new signer paperwork for all bank accounts
 - Reviewed previous ballpark contract. The Town does not have any current contracts for the ball fields.
 - I will be attending a Downtown Development District informational meeting on Thursday, March 11.
 - I will be out of the office March 22 and 23rd.
 - Ordered and received items for Town's Easter Egg hunt.
 - Roger and I attended the Delaware Rural Water Conference in Harrington on February 25 & 26. I personally paid for my participation.
 - The P&L vs. Budget document in this month's packet is more aligned with what I would like to present to Council going forward. It will be cleaned up and refined; I hope to have it better prepared for the April meeting. Please let me know your thoughts and ideas. Due to the process building for the deposits and ACH withdraws in Quickbooks, much of the received income and the salary expenses are not reflected, this too will be better prepared for the April meeting.
 - Ordered and received a replacement laptop.

- The grant applications and resolutions for the two DNREC grants for stormwater management have been filled.
- I have reviewed GREENWOOD ORDINANCE NO. A-9-B and do not have any additional comments.
- Luff and Associates have begun work on the 2022 Audit work sheets.

Community Bank Account Balances as of 3/9/2026

V. Crime *0014	\$33,766.18
MSA *2010	\$27,409.36
K-9 *2028	\$5,810.64
Expense Account *3010	\$79,505.77
Events *3017	\$6,423.21
Water Imp *4010	\$36,565.83
Realty Transfer *5010	\$437,513.87
General *7017	\$188,585.95
EIDE *8014	\$3,272.00
SALLE *9014	\$2,990.00
Total	\$821,842.81

P&L vs. Budget
021026-030926

GENERAL REVENUE	Budget	Current	FY	Balance
REAL ESTATE TAXES	\$273,072.83	\$ 51,281.72		\$221,791.11
REALTY TRANSFER TAX	\$20,000.00			\$20,000.00
PREVIOUS YEAR RTF	\$45,213.00			\$45,213.00
BANKING INTEREST	\$10,200.00			\$10,200.00
LATE FEES	\$500.00			\$500.00
RENTAL INCOME	\$14,400.00	\$ 1,200.00		\$13,200.00
BOA APPLICATIONS	\$1,000.00			\$1,000.00
P.C. APPLICATIONS	\$5,000.00			\$5,000.00
RENTAL LICENSE	\$15,500.00	\$ 300.00		\$15,200.00
BUSINESS LICENSE	\$18,000.00	\$ 2,200.00		\$15,800.00
METERS	\$3,000.00			\$3,000.00
WATER	\$315,000.00			\$315,000.00
WATER IMPACT FEES	\$5,000.00			\$5,000.00
TRASH	\$150,000.00			\$150,000.00
DONATIONS COMMUNITY EVENTS	\$2,000.00			\$2,000.00
DONATIONS PD EVENTS	\$3,000.00			\$3,000.00
HIGHWAY SAFETY/DUI	\$5,000.00	\$ 2,231.07		\$2,768.93
POLICE TRAFFIC SAFETY INCOME	\$120,000.00			\$120,000.00
ACCIDENT REPORT	\$400.00			\$400.00
STATE PENSION GRANT (POLICE)	\$10,000.00			\$10,000.00
SUSSEX COUNTY GRANT (POLICE)	\$40,000.00			\$40,000.00
SALLE	\$3,100.00			\$3,100.00
EIDE Grant	\$3,100.00			\$3,100.00
CJC Grant	\$3,000.00			\$3,000.00
Mid Del Foundation	\$1,000.00			\$1,000.00
SLEAF	\$1,200.00			\$1,200.00
VIOLENT CRIME GRANT (POLICE)	\$11,000.00			\$11,000.00
TOTAL INCOME	\$1,078,685.83			\$1,078,685.83
				\$0.00
EXPENDITURES				\$0.00
ADVERTISING	\$1,000.00	\$ 61.38		\$938.62
GASOLINE FUEL	\$16,200.00	\$ 272.46		\$15,927.54
AUTO/EQUIPMENTMAINTENANCE	\$12,000.00	\$ (884.74)		\$12,884.74
DUES AND SUBSCRIPTIONS	\$5,000.00	\$ 325.00		\$4,675.00
UNIFORMS	\$100.00			\$100.00
UNIFORMS PD	\$500.00			\$500.00
EDUCATION AND TRAINING	\$750.00	\$ 150.00		\$600.00
Education and Training PD	\$1,500.00			\$1,500.00
TRASH COLLECTION	\$104,600.00			\$104,600.00
UTILITIES	\$61,000.00	\$ 10,041.19		\$50,958.81
DENTAL/HEALTH INSURANCE	\$38,010.53	\$ 8,092.26		\$29,918.27
DENTAL/HEALTH INSURANCE PD	\$18,435.31	\$ 2,699.48		\$15,735.83
Retirement Accounts	\$14,476.80			\$14,476.80
Pension PD	\$37,755.83			\$37,755.83
INSURANCE(AUTO,LIABILITY ETC)	\$60,565.00			\$60,565.00
PAYROLL TAXES/W.COMP	\$5,880.00			\$5,880.00
PAYROLL	\$180,960.00			\$180,960.00
Payroll PD	\$229,380.76			\$229,380.76

PAYROLL PD RTF	\$45,213.00			\$45,213.00
OFFICE EQUIPMENT LEASE	\$1,380.00	\$ 203.11		\$1,176.89
COMPUTER PURCHASE	\$5,000.00			\$5,000.00
SUPPLIES (OFFICE & JANITORIAL)	\$1,500.00			\$1,500.00
SUPPLIES (OFFICE & JANITORIAL) PD	\$1,500.00	\$ 74.39		\$1,425.61
MEDICAL TESTING PD	\$300.00			\$300.00
CANINE EXPENSE	\$3,000.00			\$3,000.00
MONITORING SERVICE	\$420.00			\$420.00
POSTAGE	\$2,950.00	\$ 6.08		\$2,943.92
EQUIPMENT	\$3,000.00			\$3,000.00
EQUIPMENT-PD GRANTS	\$40,000.00	\$ 18,781.78		\$21,218.22
EQUIPMENT REPAIR/MAINT PD	\$300.00			\$300.00
REPAIRS/MAINT BUILDING	\$2,000.00			\$2,000.00
REPAIRS/MAINT BUILDING PD	\$2,000.00			\$2,000.00
DITCH TAX	\$2,000.00			\$2,000.00
AUDITING SERVICES	\$40,000.00	\$ 5,142.00		\$34,858.00
ENGINEERING	\$15,000.00	\$ 3,297.74		\$11,702.26
LEGAL SERVICES	\$43,692.00	\$ 52,531.75		-\$8,839.75
WATER EXPENSE	\$7,000.00	\$ 29,264.91		-\$22,264.91
METER	\$3,000.00			\$3,000.00
IT SUPPORT	\$8,520.00	\$ 674.77		\$7,845.23
STREETS AND PROPERTY MAINT	\$2,500.00			\$2,500.00
POLICE OFFICER OVERTIME	\$14,500.00			\$14,500.00
POLICE OFFICER GRANT OVERTIME	\$5,000.00			\$5,000.00
SPEED ENFORCEMENT (SEU)	\$10,000.00			\$10,000.00
PUBLIC RELATIONS/COMMUNITY EVENT	\$1,500.00			\$1,500.00
COMMUNITY EVENTS	\$3,000.00	\$ 50.97		\$2,949.03
MEDIGARE, SOCIAL SECURITY	\$11,298.00			\$11,298.00
MEDICARE, SOCIAL SECURITY PD	\$17,024.81			\$17,024.81
TOTAL EXPENSES	\$1,080,712.04			\$1,080,712.04

Some of this will get reclassified to the 2025FY during the Audit

Unexpected loan payment Due for State of Delaware

REVENUE	\$1,078,685.83
EXPENSE	\$1,080,712.04
	-2026

TOWN OF GREENWOOD
Transaction List by Vendor
February 10 through March 9, 2026

	Type	Date	Account	Amount
AFLAC	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-447.20
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-559.00
	Bill	02/24/2026	2000 · Accounts Payable	-447.20
AMAZON	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-39.76
	Bill Pmt -Check	02/10/2026	1181 · COMM BANK TOWN EVENTS	-50.97
	Bill	02/11/2026	2000 · Accounts Payable	-22.29
	Bill	02/17/2026	2000 · Accounts Payable	-103.16
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-126.08
	Bill	03/03/2026	2000 · Accounts Payable	-19.44
Amazon Marketplace	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-123.72
AT&T	Bill	02/22/2026	2000 · Accounts Payable	-80.79
Axon Enterprise, Inc.	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-3,513.78
BUTLER FUEL & SONS INC	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-1,174.43
CAMPANELLA CONSULTING GROUP	Bill Pmt -Check	03/03/2026	7017 · COMMUNITY BANK GENERAL	-3,800.00
CAPE GAZETTE	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-61.38
Comcast Business	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-327.48
Connolly Gallagher LLP	Bill	02/12/2026	2000 · Accounts Payable	-24,475.00
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-24,475.00
COYNE CHEMICAL	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-1,926.36
CRYSTAL SPRINGS	Bill	02/11/2026	2000 · Accounts Payable	-11.01

TOWN OF GREENWOOD
Transaction List by Vendor
February 10 through March 9, 2026

	Type	Date	Account	Amount
Davis, Bowen & Friedel Inc	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	
	Bill	02/13/2026	2000 · Accounts Payable	-3,053.99
	Bill	02/13/2026	2000 · Accounts Payable	-243.75
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-3,307.74
DELAWARE ASSOC OF CHIEFS OF POLICE INC	Bill	02/19/2026	2000 · Accounts Payable	-175.00
Delaware Rural Water Association	Bill	02/12/2026	2000 · Account's Payable	-150.00
	Bill Pmt -Check	02/12/2026	7017 · COMMUNITY BANK GENERAL	-150.00
	Bill Pmt -Check	02/13/2026	7017 · COMMUNITY BANK GENERAL	-325.00
DELMARVA POWER	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-84.23
	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-3,301.76
	Bill Pmt -Check	02/10/2026	1150 · Community Bank MSAF	-2,176.72
	Bill	02/11/2026	2000 · Account's Payable	-873.35
	Bill	02/11/2026	2000 · Account's Payable	-363.53
	Bill	02/11/2026	2000 · Account's Payable	-760.97
	Bill	02/11/2026	2000 · Account's Payable	-1,045.66
	Bill	02/12/2026	2000 · Account's Payable	-155.31
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-168.42
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-1,997.85
DNREC	Bill Pmt -Check	02/11/2026	7017 · COMMUNITY BANK GENERAL	-24,380.55
Dollar General - Vendor	Bill Pmt -Check	02/13/2026	7017 · COMMUNITY BANK GENERAL	-15.30
Edward Jones - Seaford	Bill	02/11/2026	2000 · Account's Payable	-3,622.98
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	
ELVIN SCHROCK & SONS, INC.	Bill	02/10/2026	2000 · Account's Payable	-2,958.00
	Bill Pmt -Check	02/18/2026	1140 · Community Bank Water Imp Fund	-2,958.00

TOWN OF GREENWOOD
Transaction List by Vendor
February 10 through March 9, 2026

	Type	Date	Account	Amount	
FUELMAN					
	Bill	02/16/2026	2000 · Accounts Payable	-265.49	
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-272.46	
	Bill	02/23/2026	2000 · Accounts Payable	-332.64	
GREAT AMERICA FINANCIAL SVCS					
	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-113.42	
	Bill	02/23/2026	2000 · Accounts Payable	-113.42	
Hightmark Delaware					
	Bill	02/26/2026	2000 · Accounts Payable	-5,395.87	
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-10,791.74	
Hilyard's, Inc.					
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-89.69	
I. G. Burton of Milford					
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-184.88	
ID Creator					
	Bill Pmt -Check	02/13/2026	7017 · COMMUNITY BANK GENERAL	-12.99	
Island Tech Surfaces, LLC					
	Bill Pmt -Check	02/18/2026	7017 · COMMUNITY BANK GENERAL	-15,268.00	outfitting Lightning Truck
JASONS COMPUTERS					
	Bill	02/17/2026	2000 · Accounts Payable	-674.77	
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-674.77	
Luff & Associates					
	Bill	02/10/2026	2000 · Accounts Payable	-4,096.00	
	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-4,096.00	
	Bill	02/19/2026	2000 · Accounts Payable	-1,046.00	
	Bill Pmt -Check	02/19/2026	7017 · COMMUNITY BANK GENERAL	-1,046.00	
	Bill	03/06/2026	2000 · Accounts Payable	-5,561.00	
MORNING STAR PUBLICATIONS					
	Bill	02/26/2026	2000 · Accounts Payable	-72.45	
Offit Kurman					
	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-10,000.00	
	Bill Pmt -Check	02/26/2026	7017 · COMMUNITY BANK GENERAL	-10,000.00	

I OWN UP - GREENWOOD
Transaction List by Vendor
February 10 through March 9, 2026

	Type	Date	Account	Amount	
SAFEHOUSE, LLC					
	Bill	02/15/2026	2000 - Accounts Payable	-34.99	
Start to Finish Collision & Auto Center					
	Bill	02/26/2026	2000 - Accounts Payable	-2,294.98	utility pole struck with Town Truck, damaged mirror and running boards
	Bill Pmt -Check	02/26/2026	7017 - COMMUNITY BANK GENERAL	-2,294.98	
	Bill	03/04/2026	2000 - Accounts Payable	-3,364.60	Balance of repair to Police Tahoe that struck hydrant
SUSSEX COUNTY					
	Bill Pmt -Check	02/26/2026	7017 - COMMUNITY BANK GENERAL	-469.04	Sewer bills
TRAVELERS-Auto/Marine					
	Bill	02/19/2026	2000 - Accounts Payable	-15,833.75	
UPRINTING					
	Bill Pmt -Check	02/13/2026	7017 - COMMUNITY BANK GENERAL	-46.10	
USable Life					
	Bill	02/12/2026	2000 - Accounts Payable	-243.00	
	Bill Pmt -Check	02/18/2026	7017 - COMMUNITY BANK GENERAL	-243.00	
USPS					
	Bill	02/20/2026	2000 - Accounts Payable	-6.08	
	Bill Pmt -Check	02/20/2026	7017 - COMMUNITY BANK GENERAL	-6.08	
Veritext					
	Bill Pmt -Check	02/26/2026	7017 - COMMUNITY BANK GENERAL	-4,256.75	Stenographer for hearing
VERIZON - DE (Albany)					
	Bill Pmt -Check	02/10/2026	7017 - COMMUNITY BANK GENERAL	-366.96	
	Bill	02/11/2026	2000 - Accounts Payable	-366.96	
	Bill Pmt -Check	02/18/2026	7017 - COMMUNITY BANK GENERAL	-596.11	
	Bill	02/18/2026	2000 - Accounts Payable	-229.15	
Verizon (Newark)					
	Bill	02/10/2026	2000 - Accounts Payable	-38.19	
	Bill	02/14/2026	2000 - Accounts Payable	-280.07	
	Bill Pmt -Check	02/26/2026	7017 - COMMUNITY BANK GENERAL	-38.19	
VERIZON WIRELESS(Lenigh Pa)					

IUWN OF GREENWOOD
Transaction List by Vendor
February 10 through March 9, 2026

	Type	Date	Account	Amount	
	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-38.19	
Wagamon Technology Group	Bill Pmt -Check	02/10/2026	7017 · COMMUNITY BANK GENERAL	-1,069.00	Laptop replacement

First Reading: _____
Second Reading: _____
Adopted: _____

GREENWOOD ORDINANCE NO. A-9-B

AN ORDINANCE AMENDING ORDINANCE A-9-A 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 of Greenwood ("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-A regulates the keeping and maintaining of animals within the Town, creating exceptions therefrom, and providing penalties for violations thereof;

WHEREAS, since the adoption of Ordinance A-9-B, the Town has encountered problems with animals defecating on private property and public lands and owners of said animals have failed to remove said feces;

WHEREAS, in the opinion of the Town Council, it is in the best interest of the public health, safety, and welfare to amend Ordinance A-9-A 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-A "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 amended as follows:

1. Section 3 of Ordinance A-9-A shall be amended by inserting the following language at the end of Section 3:

"j. Injury to property; nuisances.

1. It shall be unlawful for any person owning or possessing a dog to permit such dog to go upon any private lands or premises without the permission of owners of such premises and break, bruise, tear up, crush, or injure any lawn, flower bed, plant, shrub, tree, or garden in any manner whatsoever or to urinate or defecate thereon.
2. It shall be unlawful for any person to cause or permit a dog to be on the property, public or private, not owned or possessed by such person unless such person has in his or her immediate possession an appropriate device for removing feces

immediately and placing said feces in a plastic bag or other sealed container so that it may be deposited into a trash container.

3. It shall be the duty of each dog owner, custodian, or person having possession, custody, or control of a dog within Town limits to remove any feces left by his or her dog on any sidewalk, gutter, street, or other public area. No owner or custodian shall permit any dog or other domesticated animal to defecate on any public area or property of another unless the feces is immediately removed, placed in a plastic bag or other sealed container and deposited into a trash container. Owners or custodians of dogs or domesticated animals may not dispose of excrement in any manner that would likely result in contamination of water bodies within the Town. Any violation of this section shall constitute a violation punishable pursuant to Section 2(i) of this Ordinance.
4. The provision of this Section 2(j) shall not be applicable to any dog performing some act or function on behalf of law enforcement or branch of the armed forces of this nation nor to any guide dog, hearing dog, service dog, or Adults with Disabilities Act compliant service animal being handled by a person with a disability.”

Section 3. Reference. This Ordinance shall be referred to as the “You Poop It, You Scoop It Ordinance.”

Section 4. Effective Date. This Ordinance shall take effect immediately upon its adoption by the Town Council.

Synopsis

This Ordinance amends Ordinance A-9-A relating to the keeping and maintaining animals within the Town of Greenwood to prohibit the entry of dogs on lands to break, tear up, bruise, crush, or injure any lawn, flower bed, plant, shrub, tree, or garden or to urinate or defecate thereon. The Ordinance also requires that owners or custodians of dogs immediate remove feces left by his or her dog and requires owners and custodians of dogs to carry plastic bags when walking their dogs. The Ordinance contains exceptions for service and law enforcement and military dogs.

This shall certify that this is a true and correct copy of Ordinance A-9-B 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 _____.

So certifies:

Attest: _____
Council Secretary

Mayor

Lease Agreement Proposal

Between:

Town of Greenwood, Delaware (“Lessor”)
and
Woodbridge Little League, Inc. (“Lessee”)

Date: February 11, 2026

1. Introduction and Purpose

The Woodbridge Little League, Inc. Respectfully submits this proposal to the Town of Greenwood, Delaware to establish a long-term lease agreement for the Greenwood Ball Field Complex.

The purpose of this agreement is to preserve and maintain the fields as a safe, functional, and community-centered youth sports facility, while providing structure for shared access, partnership, and stewardship between the League and the Town.

As a non-profit organization, the League is committed to fostering youth baseball and softball, community involvement, and continuous improvement of the recreational space.

2. Property Description

The leased premises, known as the Greenwood Ball Field Complex, located within the Town of Greenwood, Delaware, include:

- One (1) Softball Field
- One (1) T-Ball Field
- One (1) Batting Cage
- One (1) Building containing:
 - Concession Stand
 - Press Box
 - Restrooms
 - Storage Area
- Paved and Gravel Parking Areas
- Adjacent Grassy Common Areas

A property map outlining the leased area shall be attached as *Exhibit A* to the finalized lease.

3. Term and Lease Amount

- Lease Term: Ten (10) Years
- Commencement Date: April 1, 2026
- Termination Date: March 31, 2036
- Total Lease Amount: One Dollar (\$1.00) for the entire lease term

Payment shall be made in full at the time of lease execution.

4. Purpose of Use and Primary Tenancy

Subject to the Town's right to use the Greenwood Ball Field Complex, the Woodbridge Little League shall serve as the primary lessee and user of the Greenwood Ball Field Complex for the duration of the term of this lease.

- Except as otherwise provided in Paragraph 10, the League shall have priority scheduling for all fields and facilities.
- The League shall review and approve requests for field use by other organizations when the Greenwood Ball Field Complex is not in use by the League.
- The League, acting as an advocate for community youth sports, will accommodate outside organizations when possible, ensuring fair access.

4.1 Subleasing and Outside Use Policies

The League may authorize use of the Greenwood Ball Field Complex by organizations or groups other than the League who intend to use the Greenwood Ball Field Complex for baseball or softball proposes. Said organizations shall be required to pay the League fees for said use under the following fee structure:

- \$50.00 per practice requiring lighting
- \$25.00 per practice or game not requiring lighting
- \$100.00 per team for tournaments

All revenues generated shall be deposited into a Woodbridge Little League General Operating Account designated solely for the Greenwood Ball Field Complex and used for maintenance, repair, and utility expenses. All organizations or groups

who utilize the Greenwood Ball Field Complex pursuant to this Paragraph 4 shall be required to execute documentation prepared by the League and the Town confirming the date, time, and duration of the usage, the rules and regulations relating to said usage, indemnification waivers, and other requirements as may be imposed by the League or the Town from time-to-time. Any organization or group who intends to use the Greenwood Ball Field Complex pursuant to this Paragraph 4 shall also execute documentation acknowledging that the reservation for use is subject to change based upon the Town's first priority for use as outlined in Paragraph 10 herein.

5. Maintenance and Improvements

The Woodbridge Little League shall:

- Maintain, repair, and replace all facilities, equipment, and grounds in safe and presentable condition including but not limited to the lighting, parking lot, fixtures, buildings, fences, bathrooms, storage areas, fields, and green space.
- Mow and landscape all grassy areas according to Town of Greenwood Code. Failure to do so may result in fines from the Town pursuant to the Town Code.
- Regularly clean and maintain restrooms, concession structures, dugouts, and spectator areas.
- Handle waste removal and minor repairs. Failure to do so may result in fines from the Town pursuant to the Town Code.
- Seek Town approval for any structural enhancements, renovations, or permanent installations.
- Replace and repair any damage beyond normal wear and tear to facilities at the Greenwood Ball Field Complex, including the concession stand.

The Town of Greenwood shall:

- Retain property ownership and the right to inspect and access facilities.
- Cooperate on capital projects or improvements subject to available resources.
- Partner with the League in seeking grant funding for major improvements.
- Maintain the concession stand in good condition and repair any damage to the concession stand caused by normal wear and tear provided, however, that the League shall be responsible for any maintenance, repairs, or replacement to the concession stand or any fixtures located therein which are

caused by the negligence or actions of the League, its guests, representatives, invitees, members, agents, sublessees, or patrons.

6. Utilities

All utilities serving the Greenwood Ball Field Complex shall be the sole responsibility of the Woodbridge Little League, including:

- Electric service
- Water and sewer service
- Trash and waste management
- Internet or communication services (if applicable)

The League will maintain all accounts in its name and ensure timely payment.

7. Insurance and Liability

- The League shall maintain general liability insurance of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, naming the Town of Greenwood as an additional insured. The Town has the right to require an increase in the policy limits during the term of this Lease.
- Annual proof of insurance shall be provided to the Town.
- The League and its guests, representatives, invitees, members, agents, sublessees, or patrons shall indemnify and hold harmless the Town from any claims, losses, or liabilities arising from its use, except those resulting from the Town's own negligence.

8. Compliance with Laws

The League shall comply fully with all applicable federal, state, and local regulations, including Town of Greenwood ordinances governing facility maintenance, public safety, and recreation.

9. Partnership for Grant Funding and Improvements

Recognizing the League's non-profit nature, the Town and League shall work together to identify and pursue grant funding or special financing opportunities for infrastructure improvements, facility modernization, and accessibility upgrades at the complex.

These efforts will include collaboration on state, county, federal, and private recreation grant programs as available.

10. Town Use of the Greenwood Ball Field Complex

The Town of Greenwood retains the right to use the Greenwood Ball Field Complex for Town-sponsored events (such as community days, public celebrations, or civic gatherings) when not actively scheduled for League activities. Except in the case of emergencies, the Town shall give the League at least thirty (30) days written notice prior to said intent to use the Greenwood Ball Field Complex.

The League will make reasonable efforts to accommodate all Town requests for use of the Greenwood Ball Field Complex and to collaborate in scheduling to ensure public benefit.

Town use shall not incur rental costs.

11. Access Rights of the Town

The Town retains the right to enter the premises for inspection, maintenance, or emergency response.

- Routine inspections or maintenance will be preceded by reasonable advance notice.
- In cases of emergency, the Town may access the property without prior notice.

12. Security and Access Management

To ensure facility safety and controlled access:

- The League shall replace or add locks on all field gates and building doors as needed.
- Keys to concession, storage, and external facilities shall be distributed to five (5) members of the Little League Board of Directors.
- Coaches may have keys to fence gates only, issued for use during the active season (March 1 through July 1) and collected immediately following season closure.

- The Town of Greenwood shall be provided with keys to all locks and granted full access for inspection, maintenance, or emergency needs.
- The League shall maintain an annual key log and provide updated information to the Town when changes occur.

13. Termination and Default

- a. Events of Default. The League shall be deemed in default under the provisions of this Lease if:
- i. The League fails to make timely payment of any monies due under this Lease and such installment remains unpaid for a period of ten (10) days after the same shall be due and payable, no written notice of such default being required; or
 - ii. The League violates any of the terms and conditions contained in this Lease or fails to perform any of its other obligations hereunder within thirty (30) days after receipt of notice of such failure from the Town requiring the League to perform such obligations; or
 - iii. The Greenwood Ball Field Complex are vacated; or
 - iv. A receiver is appointed for the League or the League is adjudged bankrupt or insolvent or makes an assignment for the benefit of its creditors, or
 - v. The League is liquidated or dissolved or if any property of the League is taken by execution and levy or attachment.
- b. The Town's Remedies. In the event of any default by the League, the Town shall have all of the rights and remedies permitted by law, in equity, by statute and otherwise; and in addition, the Town may give notice to The League at anytime after an Event of Default stating that the League's right to possession of the Greenwood Ball Field Complex shall expire on the date specified in such notice, which date shall be at least five (5) days after the giving of such notice; and upon the date specified in such notice, all rights of the League to possession of the Greenwood Ball Field Complex hereunder shall terminate, but the League shall remain liable as hereinafter provided. The Town shall be entitled to reimbursement by the League for all reasonable attorney`s fees and charges and other cost incurred by the Town in the enforcement of the terms and conditions of this Lease.

- c. Surrender of Premises. Upon termination of this Lease for any reason or upon termination of the League's right of possession, as provided above, the League shall promptly surrender possession to the Town and vacate the Greenwood Ball Field Complex, and the Town may re-enter the Greenwood Ball Field Complex without further notice to the League and repossess the Greenwood Ball Field Complex by force, summary of proceedings, ejection or otherwise; and the Town may dispossess or remove the League and all other persons and property from the Greenwood Ball Field Complex, and the Town shall have, hold and enjoy the Greenwood Ball Field Complex and the right to receive all rental income therefrom.
- d. The Town's Right. Any action taken by the Town under this Paragraph shall not operate as a waiver of any right the Town would otherwise have against the League for breach of this Lease Agreement, and the League shall remain liable to the Town for any damages suffered by reason of the League's default or breach of this Lease. The Town shall also be entitled to enjoin any breach or threatened breach by the League of any of the covenants and conditions of this Lease Agreement; and in the event of such breach, the Town shall have all rights and remedies allowed at law and equity by statute or otherwise. Any and all remedies provided for herein are considered cumulative and not exclusive.
- e. Waiver. Each party hereby waives all right to trial by jury and in a summary or other action, proceeding or counterclaims out of or in any way connected with the Lease, the relationship of the Town and the League, the Greenwood Ball Field Complex and the use and occupancy thereof, and any claim or injury or damages relating thereto. In any eviction proceeding arising out of a default by the League, the Town and the League consent to an expedited or summary proceeding to the extent available under applicable law.
- f. Legal Expenses. The League shall reimburse the Town for all legal cost and expense associated with the Town's enforcement of the terms and conditions contained in this Lease.

14. Ownership

All permanent improvements made by the League at the Greenwood Ball Field Complex, unless otherwise agreed in writing, shall become the property of the Town of Greenwood upon completion or termination of this lease. No improvements shall be made at the Greenwood Ball Field Complex without the prior written consent of the Town which consent may be withheld or granted in the Town's sole discretion. Portable Buildings, Storage containers, bleachers, and equipment boxes that are currently located at the Greenwood Ball Field Complex

or which may be added thereto during the term of this Lease are not considered permanent and will remain property of the League. Notwithstanding the foregoing, the League shall be responsible for any damage to the Greenwood Ball Field Complex caused by the removal of said containers, bleachers, and equipment boxes from the Greenwood Ball Field Complex.

15. Official Correspondence and Points of Contact

All written notices required under this Lease are to be sent via regular mail to the following:

To the League:

P.O. Box 29
Bridgeville, DE 19933

With copy to: woodbridgeLL19933@gmail.com

To the Town:

Greenwood Town Manager
P.O. Box 216
Greenwood, DE 19950

The League designates the following representatives as official points of contact, in order of authority:

1. League President – Primary contact and authorized representative.
2. Executive Vice President – Secondary contact and acting representative in the President's absence.

Both individuals may also be contacted by telephone about urgent or time-sensitive matters.

The League shall provide the Town with an official list of the League's Board of Directors, including names and contact information, within seven (7) days of the League's annual election, held on the third Thursday of each September. Any subsequent leadership or contact updates shall be submitted within ten (10) business days of the change.

16. Transparency and Cooperation

Both parties agree to maintain open communication, transparency in facility management, and mutual respect in all dealings.

The League will respond promptly to Town inquiries and will provide documentation related to maintenance, usage, and financial records for the complex upon reasonable request.

17. Annual Reporting and Partnership Meeting

To promote collaboration and transparency, the Woodbridge Little League shall be included as a scheduled item on the October Town of Greenwood Town Council monthly meeting agenda each year or at such other time as the Town may direct.

During this meeting, the League will provide an overview of:

- The recently completed baseball/softball season.
- Field maintenance activities and facility updates.
- Upcoming improvement plans or funding initiatives; and
- General partnership and community engagement efforts.

This annual report ensures continued alignment between both organizations and foster joint planning for community recreation.

18. Execution and Authorization

This proposal expresses the mutual intent of both parties to establish a lease agreement based on the terms described herein, subject to Town Council approval and final legal review.

Upon acceptance, a formal and binding Lease Agreement will be prepared for execution by authorized representatives.

19. THE LEAGUE TO INDEMNIFY THE TOWN. The League shall hold the Town harmless, defend and indemnify the Town for any and all liability, claims, damage and loss, including, but not limited to, attorneys' fee and costs, for personal injury or property damage sustained by any person or persons in, upon or about the Greenwood Ball Field Complex.

20. TRANSFER OF THE TOWN'S INTEREST. The Town shall be entitled to sell, transfer, or otherwise convey its interest in the Greenwood Ball Field Complex, and any such sale, transfer, or conveyance shall operate to relieve the Town of any of its obligations and

responsibilities hereunder, provided that the purchaser or other transferee of such interest shall expressly assume and agree to perform the Town's obligations and responsibilities to the League hereunder.

21. PERFORMANCE BY THE TOWN OF THE LEAGUE'S OBLIGATIONS. If the League defaults in the performance of any of its obligations under the provisions of this lease and if such default shall continue beyond the time periods set forth herein for curing such default, then the Town may, at its option, cure any such default on behalf of the League, and any sums expended by the Town in the performance of any such obligation of the League shall be repaid along with an administrative fee of fifteen percent (15%), as additional rent, by the League to the Town immediately upon demand, together with interest thereon, at the interest rate of eighteen percent (18%) per annum beginning from the date any such expense was incurred by the Town. If the Town determines, in the Town's reasonable judgment, that it is in best interest of the Town for the Town to complete or perform any of the League's obligations under this Lease, the Town reserves the right to complete or perform any such obligation at the League's cost and liability, no written notice being required.

22. PERSONAL PROPERTY. The League agrees that all personal property located in the Greenwood Ball Field Complex shall be and remain at The League's sole risk, and The Town shall not be liable for any damage to or loss of such personal property arising from any acts of negligence nor shall the Town be liable for any damage to or loss of the League's personal property resulting from fire or other casualty, from the leaking of the roof or from the bursting, leaking or overflowing of water and sewer pipes or from malfunctions of the heating, plumbing or electrical systems, except said damage or loss is caused by the acts or negligence of the Town or its agents, servants, employees, etc.

23. GOVERNING LAW. This Lease shall be governed by and construed in accordance with the laws of Delaware.

24. JOINT EFFORTS. This Lease has been drafted by the joint efforts of the Town and the League and shall not be construed for or against any party as a result thereof.

25. ENTIRE AGREEMENT. This Lease constitutes the entire agreement between the parties, and it supersedes any and all prior understandings or commitments concerning the subject matter of this Lease. This lease shall not be modified or amended except by a written instrument executed by both the Town and the League. The Town and the League agree that this Lease has been freely negotiated by both parties.

26. PARTIAL INVALIDITY. If any provision of this lease or the application thereof shall to any extent be held invalid, then the remainder of this lease or the application of such provision other than those as to which it is held invalid shall not be affected thereby, and each provision of this Lease shall be valid and enforced to the fullest extent permitted by law.

27. CONSTRUCTION. The League and the Town acknowledge that they have had their respective counsel review this Lease and the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party will not be employed in the interpretation of the Lease.

28. THE LEAGUE WARRANTY. The League represents and warrants that the League is a duly formed legal entity and in good standing and has full corporate or partnership power and authority, as the case may be, to enter into this Lease. The Certificate of Good Standing from the State recognizing the corporation or partnership and all necessary resolutions shall be provided upon the Town's requests. The League has taken all corporate or partnership action, as the case may be, necessary to carry out the transaction contemplated herein, so that when executed, this Lease constitutes a valid and binding obligation enforceable in accordance with its terms.

Submitted by:

Woodbridge Little League, Inc.

By: _____

Name: _____

Title: _____

Date: _____

Accepted by:

Town of Greenwood, Delaware

By: _____

Name: _____

Title: _____

Date: _____

A3 Landscape Parcel Details



PIN:	530-10 13-500
Owner Name	GREENWOOD TOWN OF
Book	0
Mailing Address	PO BOX 216
City	GREENWOOD
State	DE
Description 2	
Description 3	
Land Code	

- Subdivisions
- Tax Parcels
- 911 Address
- TaxParcel
- Encumbrance
- Condo
- Streets
- County Boundaries
- Building Footprints
- Easements
- GIOLandRecords.PARCEL.FABRIC.Conudo
- Clubsions

1:

0 0.01 0.03 0.04 0.05 m
0 0.02 0.04 0.09 km
March 3, 2026

 A3 Landscape Parcel Details



PIN:	530-10.13-6.00
Owner Name	GREENWOOD TOWN OF
Book	0
Mailing Address	PO BOX 216
City	GREENWOOD
State	DE
Description	
Description 2	
Description 3	
Land Code	

- Tax Parcels
- 911 Address
- Tax Parcel
- Encumbrance
- Condo
- Streets
- County Boundaries
- GIOLandrecords-PARCELFABRIC-Condo
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 7.5cm Resolution Metadata

A3 Landscape Parcel Details



PIN:	530-10-13-7.00
Owner Name	GREENWOOD TOWN OF
Book	0
Mailing Address	PO BOX 216
City	GREENWOOD
State	DE
Description	
Description 2	
Description 3	
Land Code	

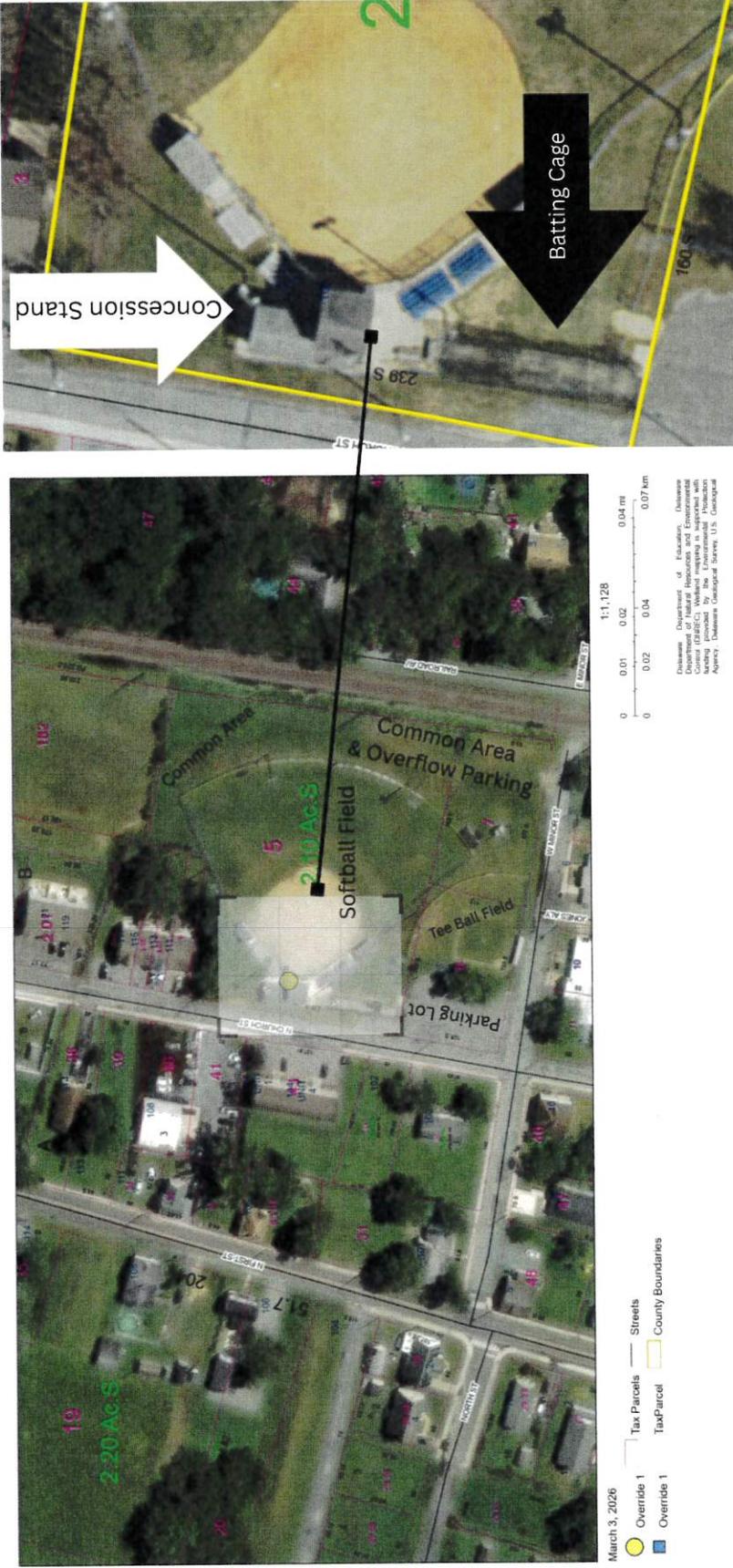
- Tax Parcels
- 911 Address
- TaxParcel
- Encumbrance
- Condo
- Streets
- County Boundaries
- GIOLandRecords.PARCELFABRIC.Condo
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- CitiMaps
- 7.5cm Resolution Metadata

1:

Parcel 530-10-13-5.00	Main Baseball Field Parcel
Parcel 530-10-13-6.00	Parking Lot / Field Area
Parcel 530-10-13-7.00	Buildings / Practice Area

Exhibit A – Greenwood Ballfield Complex (Labeled Site Overview)

Sussex County





Town of Greenwood

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

Memo

To: Mayor and Council

From: Rhiannon Slater 

cc:

Date: March 6, 2026

Re: New Business, Item f, March 11, 2026 agenda-Budget Mini Storage, parcel 530-10.00-58.08

The subject parcel is not in Town limits but would like the Town of Greenwood to take ownership and maintenance responsibility of a portion of a 10" water main to be placed on the property to allow for future growth potential for properties both inside and outside current Town limits. The below items have been discussed with the project engineer.

- The applicant wants to revise the installation of the proposed water main to allow the Town take ownership and maintenance responsibility of the portion of the main within the easement as noted on the plan.
- The revision and proposed ownership change will be presented to the Town Council on March 11 for discussion and approval. And installation work performed prior to this is at the applicant's own risk, and the Town is under no obligation to accept the changes.
- Should the Town approve the said portion of the proposed water main to be turned over to the Town after construction, the Town will not be responsible for pavement restoration as a result of maintenance or repair of the Town owned portion of the water main. This will be the responsibility of the property owner, and an agreement will need to be executed prior to acceptance of the water main by the Town.

- The applicant agrees to pay for 3rd party inspection of the water main by DBF during installation of the water main which may be turned over to the Town. The inspection costs will be invoiced through the Town and are payable by the applicant regardless of whether the Town council approves the water main to be turned over to the Town after construction.
- Applicant's contractor to coordinate inspection schedule with DBF



The Town received a request from a property owner to combine two parcels; upon research it was determined that was actually designated as a single tax parcel in the County records but consists of 2 pieces of land divided by a “paper alley”. In order to vacate the alley, allowing each of the bordering property owners to combine their parcels, a utility easement would need to be put into place as there is a gravity sewer main and a sewer force main that goes along the “alley”. The Town’s Engineer has spoken with Sussex County Engineering Department, and they are agreeable to the Town vacating the alley as long as an adequate easement is provided for the existing sanitary sewer mains. The property owner’s impacted by this vacation and subsequent easement would need to be aware that any buildings or structures located within the proposed easement may be impacted should the County need to repair or otherwise provide maintenance to the sewer mains. Should Council chose to move forward with the vacation of the paper alley, additional work would need to be performed to establish the limits of the paper alley, the property to be conveyed to respective property owners and the establishment of the easement to Sussex County.

paper alley

From Charlotte Torbert <cgtorbert@yahoo.com>

Date Fri 3/6/2026 3:00 PM

To ddonovon@townofgreenwood.us <ddonovon@townofgreenwood.us>; Rhiannon Slater <rslater@townofgreenwood.us>

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

It has come to my attention on the agenda posted March 5, 2026 for the March 11, 2026 Town Council meeting that under new business there is mention of a parcel owned by us pertaining to closing a paper alley. We were not informed of this and as property owners affected we should have been notified. We own parcels 530-9.16.59.00 and 530-9.16-60.00. On the Sussex County Tax records it also shows a paper alley between our parcel 530-9.16-58.00 and 530-9.16-65.00. Is the town closing that as well? Who will obtain ownership of those paper alleys? These are all questions we should have been made aware of prior to this. We want the following stated on record at the March 11, 2026 council meeting when this is discussed: We as property owners will not be responsible for ANY fees associated with this including but NOT limited to engineering fees, legal fees, recordation fees. We will also not pay any fees for lot consolidations. Also anything that currently exists on those parcels will not be affected by any past, current or future zoning code or ordinance changes. We would like those assurances in writing or we do not agree to the proposed project.

Donald and Charlotte Torbert
