



TOWN OF GREENWOOD
TOWN COUNCIL MEETING
100 W. Market St; Greenwood, DE 19950
Wednesday, March 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 Engineer Sharon Cruz

CALL TO ORDER:

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

PUBLIC COMMENT:

Charlotte Torbert asked questions regarding the paper alley to be discussed under New Business. She stated that she is not disputing it, but she is not paying for anything. Dave Heatwole deferred speaking until the water main is discussed with New Business. Mike Moran thanked the Town for his 6 and a half years on Council. He expressed his opinion that Mr. Massey let his personal feelings get in the way of making decisions for the Town.

APPROVAL OF MINUTES:

- a) Motion to approve February 4, 2026, Special Council Meeting minutes by Mr. Donovan. Second, Mr. Nelson. Mr. Willey and Mr. Massey recused themselves from the vote. Donovan – Yes; Cessna – Yes; Nelson – Yes. CARRIED.
- b) Motion to approve February 4, 2026, Executive Session minutes by Mr. Donovan. Second, Mr. Nelson. Mr. Willey recused himself from the vote. Massey – Yes; Nelson – Yes; Cessna – Yes; Donovan – Yes. CARRIED.
- c) Motion to approve February 11, 2026, Town Council Meeting minutes by Mr. Donovan. Second, Mr. Nelson. Massey – Yes; Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey - Yes. CARRIED.
- d) Motion to approve February 11, 2026, Executive Session minutes by Mr. Massey. Second, Mr. Donovan. Massey – Yes; Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey - Yes. CARRIED.

POLICE REPORT:

Chief Walton presented his written report. In response to a question from Mr. Massey, he stated that a memorandum was sent to Council so everyone was up to date on a situation that arose after the agenda deadline. Mr. Massey asked for it to be on the next agenda.

TOWN MANAGER REPORT:

Mrs. Slater presented a written report. She added that she would like to attend the Wandering Delmarva's Waterways – Local Leaders Tour April 16 & 17 if Council doesn't object. There is no cost to the Town. Mr. Massey asked Mrs. Slater to email him an average of what we are spending per month. Mr. Nelson commented on how the new financial report

kind of matches the budget, and asked Mrs. Slater if as she refines it, it can show monthly as well as we go throughout the year. Mrs. Slater stated that the intention is to have a column for the current month and then year-to-date. Mr. Nelson stated that he wants to keep moving it that way, so the financials are more clear.

Motion by Mr. Massey to allow Rhiannon to take part in training April 16 & 17. Second, Mr. Nelson.

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

OLD BUSINESS:

- a) Mr. Nelson had been working on writing a FOIA policy, but that is no longer a priority. FOIA charges are on the fee schedule.
- b) Since the way employees accrue vacation time isn't always clear, Mr. Nelson drafted a Paid Time Off accrual schedule for discussion. He'll use input to have something for the next meeting.
- c) We will need to pursue additional funding for Town Hall/Police Department renovations from the FY2027 Bond Bill.
- d) Ordinance changes regarding accessory structures are not ready and will be moved to April.
- e) Introduction and First Reading of Ordinance 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.

Motion by Mr. Nelson to pass Ordinance A-9-B. Second, Mr. Donovan.

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

NEW BUSINESS:

- a) Wood bridge Little League proposed a long-term (10-year) lease agreement. WLL President Chris Haymond spoke for the League and answered questions. Any organizations or groups that wish to use the fields should reach out to the League. The softball field will be kept locked to protect their investment, but the tee-ball field will be accessible for neighborhood kids when not in use.

Motion by Mr. Nelson to accept the lease agreement as written. Second, Mr. Willey.

Massey – Yes; Nelson – Yes; Cessna – Yes; Willey – Yes; Mr. Donovan – Abstain (grandson is President of Woodbridge Little League). CARRIED.

- b) Mrs. Slater would like to keep using ADP for things such as processing and payroll taxes, but the time tracking portion does not function as it should and she ends up having to manually enter the time anyway, so she would like to use handwritten time sheets. Chief agrees that it would be easier, is in alignment with the handbook, and would be a smoother transition of information from the Police Department to the Town Hall side.

Motion by Mr. Donovan to use paper time sheets. Second, Mr. Nelson.

Motion amended by Mr. Donovan to use paper and have Mayor, Vice Mayor, or Secretary sign. Second, Mr. Nelson

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

- c) Mrs. Slater proposed a new IT vendor to save money. A DEMA grant will cover \$30 of the monthly cost and the vendor will apply for that for us.

Motion by Mr. Donovan to go with Wagamon Technology Group. Second, Mr. Nelson.

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

- d) Motion by Mr. Donovan to engage Luff and Associates accountants for 2026. Second, Mr. Nelson.

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

- e) Discussion of vacation of paper alley running through parcels 530-9.16-59.00 through 530-9.16-62.00. No action at this time.

- f) Dave Heatwole of Siteworks Engineering spoke about a water main extension through the Budget Mini Storage property, parcel 530-10.00-58.08. The Town's acceptance of ownership of the water main extension, though it's through private property that is currently out of town limits, would allow the Town to provide water services to adjacent properties in the future. Mrs. Slater stated that this discussion is for the Council to decide if they wish to proceed in this process before bringing in the solicitor and the engineer further and incurring additional costs.

Motion by Mr. Massey to allow this to proceed. Second, Mr. Nelson.

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

COUNCIL MEMBERS' COMMENTS:

Mr. Massey wants a workshop set up after the April meeting for discussion of Charter changes, but first they will need to know the deadline for submission.

Mr. Donovan would like those that have questions to call Town Hall or a Council person.

Mr. Willey said that he voted for Luff's engagement and he'd like to know what the costs are.

Mr. Nelson asked for Council members that vote against something to come up with an alternative. For example, if we halted Luff, who would do that work? Our books are in such disarray because they haven't been done for four years. Neither the staff, the Council, nor PKS can do that level of work. This is a forensic audit. We've had 4 years of mismanagement, and it's a slow, painful process to fix it right. It's looking better and we will recover. He said, "I see us going the right way, but that's all I'm asking from my fellow Councilmen – that, hey, if you say no, then what? All right; what's the game plan, then?" It's not an overnight fix.

Mr. Massey asked for packets to be emailed the Friday before the meeting, not just for Council but for the Board of Adjustment and Planning Commission as well.

Mr. Cessna stated that there would be an Easter egg hunt with games and the Easter bunny at WECEC on Saturday, March 21, for kids 13 and under. Thank you to the Parker Group that donated money and to all the volunteers.

EXECUTIVE SESSION:

Motion to move into Executive Session at 7:58 pm by Mr. Donovan. Second, Mr. Willey.

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

RETURN TO OPEN SESSION:

Mr. Massey left during the Executive Session.

Motion to move back into Open Session at 9:47 pm by Mr. Donovan. Second, Mr. Willey.

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

POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS:

Motion by Mr. Nelson that the Town move forward with nonpayment of premium pay to Town employee A, and that the Town move forward with the strategic plan of the Town attorney to amend the current Employee Handbook as discussed and directed. Second, Mr. Donovan.

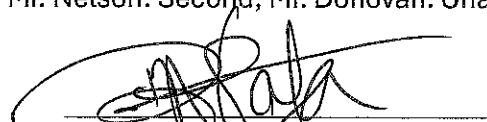
Willey – Yes; Donovan – Yes; Cessna – Yes; Nelson – Yes. CARRIED.

Motion by Mr. Nelson to proceed with the strategy as outlined by Town legal counsel from the forensic audit regarding a former Town employee. Second, Mr. Donovan.

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

ADJOURNMENT:

Adjourned at 9:49 pm with a motion from Mr. Nelson. Second, Mr. Donovan. Unanimous.


Town Manager