



TOWN OF GREENWOOD  
TOWN COUNCIL MEETING  
100 W. Market St; Greenwood, DE 19950  
Wednesday, April 15, 2026, 6:30 p.m.  
**MINUTES**

**COUNCIL and STAFF PRESENT:**

Mayor Branden Cessna, Vice Mayor Donald Donovan, Secretary Daniel Nelson, Councilor Randy Willey, Acting Town Manager Rhiannon Slater, Clerk Carolyn Chisenhall, Police Chief David Walton, Town Solicitor Jamie Sharp, Town Engineer Sharon Cruz. Absent: Councilor Anthony Massey

**CALL TO ORDER:**

Mr. Cessna opened the meeting at 6:33 pm with the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

- a) Motion to approve February 25, 2026, Council Workshop minutes by Mr. Donovan. Second, Mr. Willey.  
Cessna – Yes; Donovan – Yes; Nelson – Yes; Willey – Yes. CARRIED.
- b) Motion to approve March 11, 2026, Town Council minutes by Mr. Willey. Second, Mr. Donovan.  
Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey – Yes. CARRIED.
- c) Motion to approve March 11, 2026, Executive Session minutes by Mr. Donovan. Second, Mr. Willey.  
Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey - Yes. CARRIED.
- d) Motion to approve March 25, 2026, Special Council minutes by Mr. Willey. Second, Mr. Donovan.  
Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey - Yes. CARRIED.
- e) Motion to approve March 25, 2026, Executive Session minutes by Mr. Donovan. Second, Mr. Willey.  
Nelson – Yes; Cessna – Yes; Donovan – Yes; Willey - Yes. CARRIED.

**POLICE REPORT:**

Chief Walton presented his written report. He stated that the Police Department assisted the Fire Department with their wrestling event. They had a very good turnout.

**TOWN MANAGER REPORT:**

Mrs. Slater presented a written report. She added that the Planning Commission recommended approval for the Conditional Use application that's on tonight's agenda. (Livestream video was stopped for the applicant and the live resumed with just audio).

**PUBLIC HEARING:**

- a) Two Farms, Inc, is seeking Conditional Use to allow for the operation of two businesses on one parcel, located at 12643 Rock Road, parcel# 530-10.00-58.04. Parcel is zoned Highway

Commercial ("HC"). Multiple uses on a property require a Conditional Use. Planning Commission recommended approval on the condition that there be a 35' buffer on all sides. Daniel Byler is leasing 2.4 acres of the property and would like to sell portable sheds and poly furniture, Monday through Friday 9am to 4pm, and Saturday 8:30am to 1:30pm. The property will have access from Fire Hall Avenue. The property will be secured with a locked gate when no one is there. There will be an office that is not permanent but is just set on a stone pad, and a port-a-potty on site. He hopes to have existing security lights turned on. There will be adequate off street gravel parking area.

Motion by Mr. Donovan to approve the Conditional Use application based on the record made for the public hearing, the recommendation of the Planning Commission, and for the following reasons: The applicant seeks the conditional use to operate two businesses on the same parcel. The portion of the property fronting Rock Rd is currently used for an antique/gift shop and the rear portion consists of 2.4 acres. The applicant proposes to utilize the rear 2.4 acres for a shed and furniture display, and conditional use is required due to the additional use on the lot. The property is zoned Highway Commercial, and the proposed additional use is permitted in the HC district. The property is a large 3.4541-acre parcel. The proposed use will have separate access from Fire Hall Avenue. There are commercial uses in the area. The use is compatible with those uses. There is sufficient area to screen the use from other uses. Use will not significantly detract from permitted uses in the district. Their proposed conditional use provides for general convenience and welfare. No parties appeared in opposition to the application. The conditional use is subject to the following conditions which will serve to minimize any potential impacts on the surrounding area and adjoining properties. There shall be a 35' buffer along all sides, including the portion abutting the gift shop where no structures, including sheds and furniture, can be placed. Additionally, the use is specific only to the use for storage of and sales of sheds and furniture and the display thereof. Second, Mr. Nelson

Willey - Yes; Donovan - Yes; Cessna - Yes; Nelson - Yes; CARRIED.  
(Livestream audio only was then stopped and resumed as video).

- b) Second 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 to adopt Ordinance A-9-B by Mr. Donovan. Second, Mr. Willey.  
Nelson - Yes; Cessna - Yes; Donovan - Yes; Willey - Yes. CARRIED.

**OLD BUSINESS:**

Mr. Nelson's Town of Greenwood PTO Policy was discussed.

**NEW BUSINESS:**

- a) Mr. Donovan motioned to approve the budget amendment of 4/15/26 for the 2026 budget. Second, Mr. Nelson.  
Willey - Yes; Donovan - Yes; Cessna - Yes; Nelson - Yes. CARRIED.
- b) Motion made by Mr. Donovan to have the Town Manager check into the possibility of selling the 2007 Ford dump truck. Mr. Donovan amended his motion to have the Town Manager seek pricing on other vehicles more suited for the Town. Second, Mr. Nelson.  
Willey - Yes; Donovan - Yes; Cessna - Yes; Nelson - Yes. CARRIED.
- c) Mr. Cessna and Mr. Willey met with Luff and Associates to discuss updating accounting procedures. The bank will provide the Town with a remote deposit capture machine that scans and remotely deposits checks into the bank account.  
Motion by Mr. Nelson to adopt both proposed accounting procedures. Second, Mr. Willey.  
Donovan - Yes; Willey - Yes; Cessna - Yes; Nelson - Yes. CARRIED.

d) Changes or amendments to the employee handbook weren't discussed as Mr. Delcollo was still working on them and couldn't make it to the meeting.

e) Changes to the food truck ordinance were discussed. It was suggested to have food trucks pay a higher business license fee but no additional permitting fees, and clarify language in regard to scheduling, temporary use, and restrictions on hours of operation.

Motion by Mr. Nelson to have the Town Solicitor work with the Town Manager to make proposed changes and clean up Ordinance A-23. Second, Mr. Donovan.

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

Mr. Sharp stated that this may end up being a repeal and rewrite.

f) Introduction of Ordinance A-25, *An Ordinance Amending Ordinance A-1 ("Zoning Ordinance") to Amend the Zoning Ordinance Pertaining to Accessory Uses, Buildings, and Structures*. This ordinance brings some consistency to the number and size of accessory buildings in all zoning districts. After introduction, there will be public hearings before the Planning Commission and Council before adoption.

Motion by Mr. Nelson to introduce Ordinance A-25, Second, Mr. Willey.

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

#### **COUNCIL MEMBERS' COMMENTS:**

Mr. Cessna stated that Woodbridge Little League's opening day is next Friday, with the parade starting at 6pm in Bridgeville.

Mr. Donovan asked Mr. Sharp if the employee handbook discussion had to be tabled, and Mr. Sharp replied that an update had been given, so it did not.

Mr. Willey stated that bulk trash pickup will be on June 18 and there'll be a town yard sale on June 13 from 8-2. He had been asked about the K-9, and asked Chief for a quick update on K-9 Storm. Chief stated that training continues, and they anticipate graduation in May. They are shooting for the end of May to receive dual certifications: one through Anne Arundel to get a nationwide certification, and then an assessment by Delaware State Police for the NPCA state certification. Mr. Willey then said a lot of lots in Town are looking rough already and not being maintained as far as mowing goes. That needs to be addressed by code enforcement. Mrs. Slater received a list and pictures from Roger this morning and will be sending notices to property owners. Mr. Willey also said that there is trash and other junk in the ditches, impeding flow. Mrs. Slater will reach out to the tax ditch associations.

#### **EXECUTIVE SESSION:**

Motion to move into Executive Session at 8:23 pm by Mr. Donovan. Second, Mr. Willey.

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

#### **RETURN TO OPEN SESSION:**

Motion to move back into Open Session at 8:47 pm by Mr. Donovan. Second, Mr. Willey.

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

#### **POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS:**

Motion by Mr. Donovan to authorize the Town Manager and Town Solicitor to take action regarding litigation matter as discussed. Second, Mr. Willey.

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

#### **ADJOURNMENT:**

Adjourned at 8:48 pm with a motion from Mr. Donovan. Second, Mr. Nelson. Unanimous.

  
Town Manager