

## Town of Little Creek Council Meeting Minutes for November 6, 2023

The meeting of the Little Creek Town Board was called to order at 7:00 pm by Mayor Edward Strouse. Four Commissioners were present in person. Commissioner May declared that four out of four members of the Board of Commissioners were present in person, therefore, the Town Council had a quorum and was free to conduct business and begin the meeting. The four members of the Board of Commissioners present for the Town of Little Creek Council Meeting: Commissioner Edward Strouse, Commissioner Jason Arrington, Commissioner Adrienne Hegman, and Commissioner Theresa May. Eleven members of the public were in attendance in person for the general meeting: Carol Puleo, Dennis May, Joanne Sullivan, William Clark, Carol Williams, Penny Gentry, Clay Crommett, Susan Freese, Sam Gentry, John Tribbitt, and Kyle Tribbitt. One member of the public attended the meeting via Zoom: Angie Strouse.

The meeting minutes from the previous month were electronically sent to the commissioners for their review prior to this meeting. These minutes were also made available to all in attendance as hard copies. A motion was made by Commissioner Hegman and seconded by Commissioner Arrington to accept the minutes as received from the secretary/clerk. The motion was put to a full board vote where it was passed unanimously.

The Treasurer's report covering the period from October 2, 2023, to November 6, 2023, was presented as hard copies to the members of the Board of Commissioners prior to the meeting. The report was presented in printed form to those in attendance and read aloud by Commissioner Hegman. Since there were no questions posed by the residents, Commissioner Arrington made a motion to accept the report as presented and the motion was seconded by Commissioner May. When put to a full vote by the board it was passed unanimously.

The current bills were distributed to the Council members as hard copies and in print form to attending residents. The formal motion to pay all the current bills was made by Commissioner Arrington. This motion was seconded by Commissioner May and put to full board for a vote. The Board unanimously passed the motion to pay the current bills.

### Committee Reports

- a) **Planning Commission** – Carol Williams and Commissioner Arrington
  - Nothing new to report
- b) **Parks and Recreation** – Commissioner Hegman
  - Getting report for soil addition to make these areas level with the existing grass.
    - i) **Dog Park** - Mr. Hegman/Ms. Freese
      - Concern raised about dog (Black Shepherd) that gets out of its home and runs free regularly. Animal Control is who should be contacted when this happens.
      - The pumps in both the large and small sides of the dog park need to be replaced. Edgewater Drill Service is researching to find industrial style pumps to replace the existing pumps.
      - Christmas tree replacement: Mayor Strouse researched getting a new tree to replace the tree located at the Post Office that died over the summer. He found a Blue Spruce, at a nursery in Bridgeville, Delaware. The nursery has trees measuring 4' to 5' for

- \$250.00. Mayor Strouse asked the Council members to consider a motion to spend up to \$400.00 from Town funds toward the purchase and delivery of a new tree. Commissioner Arrington made a motion to purchase the tree and approve the expense up to \$400.00 with delivery. The motion was seconded by Commissioners Hegman and May. When put to a full vote of the Board, this motion was passed unanimously.
- Town Council will ask Edgewater Drilling Services to assist with old tree removal and planting the new Town Christmas Tree.
  - The Little Creek Tree Lighting Ceremony date was set for Saturday, December 2, 2023 at 7 pm during this meeting.
- c) **Code Enforcement** – Commissioner Strouse
- An official letter will be sent to 380 Main Street.
  - A letter will be sent to the owner of the property located at 316 Main Street listing the current violations associated with said property.
- d) **Little Creek Fire Company Report** – President Frazier/Chief Scott Bundek
- Commissioner Arrington stated that the Building Committee for the new construction will be meeting again in the near future.

**Old Business –**

- a) **Northern Flood Study** - Commissioner Strouse
- FEMA has unfrozen their funds. A letter will be received soon with information on the release of the anticipated funds for this project. Representative Carson is seeking money for drainage improvements from CTF (Community Transportation Funds).
  - On 11/2/23, The Conservancy and Mr. Jarman had a meeting to look over the plans for surveying the area adjacent to the Jarman property. Mr. Jarman is agreeable to allowing people on the property to conduct the necessary survey in order to improve the drainage situation at the North end of town. The property belongs to his mother and he has agreed to ask for her approval to move forward on this project. He should have her decision within one to two weeks.
- b) **ARPA** – Commissioner Strouse
- The remaining funds total \$10,000.
- c) **Community Partnerships** - Commissioner May
- Nothing new to report.
- d) **Southern Flood Study** – Commissioner Strouse
- Nothing new to report.
- e) **ORPT** – Commissioner Strouse
- In phase 2 of the grant process. Mayor Strouse completed the second phase of the application process for this grant. He is still waiting to hear about approval. Upon receiving this grant, the town will need to match \$25,000 toward the improvement projects the funds are designated for.
- f) **Cameras for Town Hall and Park** - Commissioner Arrington
- The Little Creek Town Council has opted to table this topic until the December Town Council Meeting.

- Kyle Tribbitt has agreed to assist Commissioner Arrington in finding an affordable system that will meet the needs of the town.
- g) **Traffic Calming** – Commissioner Strouse
  - The quote from DelDOT for the installation of the proposed Stop signs on Main Street near the intersection of Main and Port Mahon is \$1,500. A motion was made by Commissioner Strouse to pay this fee from the Town of Little Creek general funds. This motion was seconded by Commissioner Arrington. When put to a full vote of the Board of Commissioners, the motion was passed unanimously.
- h) **Future of Town Board of Commissioners** – Commissioner Strouse
  - There are three positions on the Board of Commissioners that are up for election in March of 2024. The current Commissioners are in need of assistance. There is a need for additional members and anyone interested in running for a Town Council position needs to submit a letter of interest to the Town of Little Creek by February.
  - If residents do not become more involved, the Town Council may need to explore the option to unincorporate, thus going back to governance by Kent County.

**New Business** – Commissioner Strouse

Newsletter: Katie Patterson will be approached to see if she still has interest in developing a newsletter for the Town of Little Creek residents.

**Public Comment**

- No Comments.

**Adjournment**

A motion to adjourn the meeting was made by Commissioner Arrington and seconded by Commissioner Hegman. Motion was carried, and the meeting officially ended at 7:42 pm.

Respectfully submitted,

Theresa May

Secretary