

## Town of Little Creek Council Meeting Minutes for August 5, 2024

The meeting of the Little Creek Town Board was called to order at 7:00 pm by Mayor Edward Strouse. Five Commissioners were present in person for the Town Council meeting. Commissioner Theresa May declared that five out of five members of the Board of Commissioners were present therefore, the Town Council had a quorum and was free to conduct business and begin the meeting. The five members of the Board of Commissioners present for the Town of Little Creek Council Meeting: Commissioner Edward Strouse, Commissioner Jason Arrington, Commissioner Adrienne Hegman, Commissioner Dennis May, and Commissioner Theresa May. Seven members of the public were in attendance in person for the general meeting: Susan Wehner, Carol Williams, Sam Gentry, Terry Gentry, Bill Clark, Katie Patterson, and James Woznicki. Four residents attended the meeting via Zoom: Angie Strouse, Carol Puleo, Clay Crommett, and Susan Freese.

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 D. May 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 July 1, 2024, to August 5, 2024, was electronically shared to the members of the Board of Commissioners prior to the meeting and was made available as hard copies to all in attendance. The report was read to the those in attendance by Commissioner Hegman. The formal motion to pay accept the Treasurer's report as presented and to pay all of the current bills was made by Commissioner Arrington. This motion was seconded by Commissioner D. May and put to full board for a vote. The Board unanimously passed the motion to accept the treasurer's report as presented and to pay the current bills.

### Committee Reports

- a) **Planning Commission** – Carol Williams and Commissioner Arrington
  - Nothing to report this month
- b) **Parks and Recreation** – Commissioner Hegman and Katie Patterson
  - Movie Nights in the park will be moved to the Fall. Katie requested the Board consider portable bathrooms for movie nights. The cost would be \$700.00. The motion to use Town funds to provide a portable bathroom on movie nights was made by Commissioner T. May and seconded by Commissioner D. May. When put to vote of the full Board of Commissioners, the motion passed unanimously.
    - i) **Dog Park** - Mr. Hegman/Ms. Freese
      - Nothing new to report
- c) **Code Enforcement** – Commissioners Theresa and Dennis May
  - Sending letter to 230 Main St concerning being in violation of Town Code due to height of grass.
- d) **Little Creek Fire Company Report** – President Frazier/Chief Scott Bundek
  - Nothing new to report.

## **Old Business – Commissioner Strouse**

- a) **Northern Flood Study** - Commissioner Strouse
  - Nothing new to report. The Nature Conservancy has been contacted and is working to appraise the Lebeau property.
- b) **ARPA** – Commissioner Strouse
  - \$10,300.00 remaining in this fund. Mayor Strouse is working toward gaining access to complete the report. As of the time of this meeting, the Mayor is still unable to access the site to do the report.
- c) **Southern Flood Study** – Commissioner Strouse
  - The study is complete. The Town is focused on implementing the plan for the North end of Little Creek and will look at the plan for the South end upon completion of the first project.
- d) **ORPT** – Commissioner Strouse
  - The full grant request needs to be completed and submitted by September 16, 2024.
  - Commissioner D. May will contact additional contractors to obtain the rest of the bids needed to fulfill the conditions of the grant.
  - Mayor Strouse will be applying for this year’s grant in the amount of \$60,000.00. If awarded this grant, it will be used to build a larger pavilion at the park and to build a permanent bathroom facility for use during Town Events only.
- e) **Cameras for Town Hall and Park** – Commissioner Strouse
  - The Town to actively seek out a qualified individual or company to install the cameras and monitoring system.
- f) **Spigots at Town Hall** – Commissioner Strouse
  - The spigots were installed by Messina. They first put in a type that did not need a key, but have now replaced them with ones that use a key.
- g) **South Little Creek Road Stop Signs Update** – Commissioner Strouse
  - The Town has approved the placement of stop signs at the intersection of South Little Creek Road and Route 9/Main Street. It is not known when DelDOT will begin this project. There are markings now on the pavement indicating the project is moving forward.
- h) **Pedestrian Study** – Commissioner Strouse
  - The Dover Kent County Metropolitan Planning Organization (MPO) has agreed to conduct the study under the terms laid out at the July Board Meeting for the Town of Little Creek. This means that the Town contribution will be no more than \$1,000.00.
- i) **Traffic Calming** – Commissioner Strouse
  - Speed cameras cost \$5,700.00 per month per camera. This is more than the Town can pay for this service. Law enforcement coverage for the Town of Little Creek comes from the Delaware State Police Force. To request assistance for coverage in Town, Council has to post the job(s) on the JOBS for BLUE website. The most recent attempt to get an officer presence for a set number of hours and days went unanswered. Therefore, the next course of action will be to contact WBOC to cover the speeding issue on the news. A motion was made by Commissioner Arrington to pursue contacting WBOC. This motion was seconded by Commissioner T. May.

When put to the full Board of Commissioners for a vote, the motion was passed unanimously.

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- j) **Tow Yard** – Commissioner Strouse
  - The conditional use permit for the Tow Yard will sunset (expire) on January 3<sup>rd</sup>, 2025.
  - A motion was made by Commissioner Arrington to send a 6-month warning letter to the owners of the property to make them aware of this matter. The motion was seconded by Commissioner D. May and put to a full vote of the Board of Commissioners where it was passed unanimously.
  - Mayor Strouse will provide Commissioner T. May with the proper wording for the letter and the Town may ask the Town’s solicitor to review the document prior to mailing. Once finalized, the letter will be sent via certified mail to the property owners.
- k) **PFAS Contamination Law Suit** – Commissioner Strouse
  - The law firm representing the first round of plaintiffs in the law suit regarding water contamination from PFAS has reached out to Town Council. The opportunity for residents of the Town of Little Creek to be represented in this law suit will be offered during round 2 of the suit. When the law firm contacts Town Council to extend the opportunity to participate in this endeavor the matter will be brought to the attention of the residents by the Board.

## **New Business**

- 1) **Tax Rates** – Commissioners Hegman and Strouse
  - A special meeting concerning the new tax rates was held at 6pm this evening to explain the changes and answer questions. Commissioner Hegman has a spreadsheet breakdown of the pricing for each property in Town.
- 2) **Back Taxes** – Commissioner Hegman
  - The list of properties in tax arrears within the Town is up-to-date. Some properties in question have recently been sold. At closing, any money owed to the Town will be dispersed at the time of sale. Anyone still in arrears will have letters sent to them concerning the need to pay their back taxes.
- 3) **Inflatable Viewing Screen for Movie Nights** – Commissioner Hegman
  - Commissioner Hegman found an inflatable movie screen for outdoor viewing that would be beneficial for Town Movie Nights and Events. A motion was made by Commissioner T. May for the Town to purchase the screen with Town funds. This motion was seconded by Commissioner D. May. When put to the Board for a full vote it was passed unanimously.
- 4) **Phragmites and Tree Trimming** – Commissioner Hegman
  - Removal of phragmites will be free. The trimming of low hanging branches on the trees which are impeding lawn care will cost \$100.00. The job will be done by the same lawn service currently being paid to mow the grass at the Post Office and Town Hall. A motion was made by Commissioner T. May to have the phragmite removed

and use Town funds to trim the trees. This motion was seconded by Commissioner Arrington and put to a full vote of the Board of Commissioners where it was passed unanimously.

### **Public Comment**

- d) Carol Williams asked about the Transportation Study. She mentioned that a promise to repair or replace the sidewalks was made by Representative Carson several years ago, under the former Mayor. Mayor Strouse explained that in order to move forward a formal study must be conducted. This study will be conducted by MPO.

### **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 7:30 pm.

Respectfully submitted,

Theresa May

Secretary