

Town of Little Creek Council Meeting Minutes for August 4, 2025

The meeting of the Little Creek Town Board was called to order at 7:01 pm by Mayor Edward Strouse. Four Commissioners were present in person. Commissioner T. May declared that four out of four 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 four members of the Board of Commissioners who were present in person for the Town of Little Creek Council Meeting: Commissioner Edward Strouse, Commissioner Adrienne Hegman, Commissioner Dennis May, and Commissioner Theresa May. Six members of the public were in attendance in person for the general meeting: Joe McGonigal, Shawn Brighenti, Jeff Kemp, Sam Gentry, Terry Gentry, and Jim Woznicki. Zero members of the public attended the meeting via Zoom.

Due to technical issues the meeting minutes from the June were not available at the time of the July meeting. These minutes were made available to all in attendance as hard copies at this meeting along with hard copies of the meeting minutes from July. A motion was made by Commissioner Hegman and seconded by Commissioner D. May to accept the minutes from June. A motion was put to a full board vote where it was passed unanimously. The meeting minutes from July were presented for approval. A motion was made by Commissioner Hegman and seconded by Commissioner D. May to accept the minutes from July. The motion was put to a full board vote where it passed unanimously.

The Treasurer's report covering the period from July 7, 2025, to August 4, 2025, was sent in electronic form to the Commissioners prior to the meeting for review. The report, and the list of current bills, was presented verbally by Commissioner Hegan to those in attendance. Since there were no questions posed by the residents, Commissioner D. May made a motion to accept the report as presented and to pay the current bills. The motion was seconded by Commissioner T. May. When put to a full vote by the board it was passed unanimously.

Committee Reports

- a) **Planning Commission** – Carol Williams
 - Nothing new to report.
- b) **Parks and Recreation** – Commissioner Hegman
 - Help is needed at the dog park because Rick Moore is not currently available.
 - i) **Dog Park** - Mr. Hegman/Ms. Freese
 - Nothing new to report.
- c) **Code Enforcement** – Commissioners Theresa and Dennis May
 - A letter was sent out to Mr. Jayne via regular mail regarding the tow yard and there has been no response. A certified letter will be drafted and sent as soon as possible concerning this property.
 - The Bailey property update: There are trees that need to be trimmed. Need to coordinate with Betty and with volunteers now that the weather is better to work on property. The RV in the front yard does start, and Betty has found someone who is willing to remove both RVs from the property.

- Another letter needs to be sent to the Workman's concerning rodent problem from their property.
- Letters concerning grass violations continue to be sent as needed.
- Mayor Strouse received an email from Ed Angwin. Demolition to the house fire property is scheduled to begin on August 18.
- d) **Little Creek Fire Company Report** – President Frazier/Chief Scott Bundeck
 - Nothing new to report.

Old Business –

- a) **Northern / Southern Flood Study** - Commissioner Strouse
 - The LeBeau family accepted the new appraisal amount, and the Nature Conservancy will be purchasing for the Town. The purchase should be completed January 2026 at which point it will be transferred to the Town of Little Creek by February 2026.
- b) **ORPT 2024** – Commissioner Strouse
 - ORPT Max. \$75,000
 - Buckson \$29,991
 - Grant has been extended to December 2025
 - Grant funds will be used for playground borders, mulch, bleachers and sunshades.
 - **ORPT 2025** – The ORPT Max. grant of \$45,000 has been approved. The Town portion is \$15,000.
 - Dill Masonry will install the pad for the new pavilion.
 - **ORPT 2026** – The paperwork has made it to the second phase of the approval process. This grant would be used to build/install an outdoor bathroom next to the Town Hall. There are several options being researched. The Board is waiting for quotes for this project. The final application is due in September.
- c) **Kent County Grant** – Commissioner Strouse
 - There has been no communication from Kent County concerning the grant application that was submitted toward providing a bathroom at Town Hall.
- d) **Pedestrian Study/Traffic Calming** – Commissioner Strouse
 - Waiting on final report from Kent County MPO.
- e) **Well Testing Update** – Commissioner Strouse
 - If you test positive once you can get a new well.
- f) **Municipal Elections** – Commissioner Strouse
 - There is still one position left unfilled on the Town Board.
- g) **Well Testing** – Commissioner Strouse
 - Well driller is currently reaching out to homeowners concerning digging new wells
- h) **NFIP (National Flood Insurance Program) Compliance Walkabout** – Commissioner Strouse
 - The audit was conducted on April 2.
 - Only a few issues were mentioned in the report.
 - Hegman - Shed Vents. The Shed vents have been received and need to be installed.

- Chilton – Propane Tank. Mr. Chilton contacted Sharp Energy, and they anchored his propane tank securely for free.
- Bailey – Commissioner Dennis May - RVs. Betty Bailey spoke with members of the Town Board and is working with them to develop a plan for the removal of the RVs. She is unable to drive them and is willing to work with Council to find solutions, but she needs assistance with implementation.
- The NFIP representative will be kept informed of the plan and progress in rectifying the violations cited after the audit walkabout.
- i) Comprehensive Plan Update** – Commissioner Theresa May
 - This plan needs to be updated and submitted by November 2026. The Town of Little Creek does not have the funds to pay the estimated cost of \$30,000 to redo the plan. David Edgell is the person who helped write the current comprehensive plan. The Board will investigate and research what needs to be done to remain in compliance.
- j) ARPA (American Rescue Plan Act) Reporting** – Commissioner Strouse
 - \$1,000 of this money was spent after the 31st of December 2024. This money may need to be paid back.
 - It is unknown if other expenses will be approved in the amount of \$10,223.00
- k) Town Hall Roof Repair** – Commissioner Strouse
 - Commissioner D. May will continue to contact contractors to get quotes for the repairs needed to repair the roof. Currently Bright Side Roofing is the only company to provide a quote. To patch the roof, this company is asking for **\$9,700**. The Board is hoping to find a company with a more reasonable quote for the work needing to be done.
- l) Electric Rates** – Commissioner Strouse
 - The City of Dover is raising the electricity rates by 10%
 - Mayor Strouse has requested a meeting requesting a response in writing and has received no correspondence surrounding this request.
- m) Un-Incorporation of the Town** – Commissioner Strouse
 - Commissioners on the Town Board will look over and discuss this option before the next meeting.

New Business

- A motion was made by Commissioner Hegman and seconded by Commissioner D. May to reschedule the meeting in September from the 1st Monday to the 2nd Monday due to the regularly scheduled meeting falling on a holiday. The motion to move the next meeting from Labor Day (9/1) to September 8th was put to a vote of the full Board of Commissioners where it was passed unanimously. Therefore, the next Town Council meeting will be held on September 8, 2025, at 7 p.m.
- There are trees that need to be removed on Town property. It will cost \$4500 to have our current lawn service to remove these trees. A motion was made by Commissioner D. May to approve our lawn service to remove the trees. This motion was seconded by Commissioner Hegman. When put to a vote by the full Board of Commissioners, the motion was passed unanimously.

Public Comment

- A question was raised regarding collection of Town taxes from renters occupying rental properties. The Board has not been collecting taxes from renters because there is no way to enforce this collection of money.

Adjournment

A motion to adjourn the meeting was made by Commissioner T. May and seconded by Commissioner D. May. Motion was carried, and the meeting officially ended at 7:28 pm.

Respectfully submitted,

Theresa May

Secretary