

Town of Little Creek Council Meeting Minutes for November 3, 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. Five members of the public were in attendance in person for the general meeting: Joanne Sullivan, Clay Crommett, Carol Williams, Bill Clark, and Penny Gentry. There were no residents in attendance via Zoom during this meeting.

The meeting minutes from the previous month were sent to the Commissioners in electronic form prior to this meeting for review. The meeting minutes were also provided as hard copies for those in attendance. A motion to accept the meeting minutes from October was made by Commissioner Hegman and seconded by Commissioner D. May. When put to the full Board for a vote this motion was passed unanimously.

The Treasurer's report covering the period from October 6, 2025, to November 3, 2025, was sent in electronic form to the Commissioners prior to the meeting for review. The report, and the list of current bills, were presented as hard copies by Commissioner Hegman 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
 - A permit was requested for 196 Main Street to install flood vents in a shed that is located in the flood plain.
- b) **Parks and Recreation** – Commissioner Hegman
 - i) **Dog Park** - Unfilled position
 - No report
- c) **Code Enforcement** – Commissioners Theresa and Dennis May
 - Still in disagreement with Kent County Code Enforcement regarding the property located at 614 Main Street.
 - The Bailey property update: There are trees that need to be trimmed. These trees are leaning on Helen Roddy's fence. Need to coordinate 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. Dennis will continue to work toward following up on these issues with Betty Bailey.
 - A letter needs to be sent to Letterman concerning the rodent problem at the property located on Wilson Street.
 - Letters concerning grass violations continue to be sent as needed.

- d) **Little Creek Fire Company Report** – President Frazier/Chief Scott Bundek
- Mayor Strouse reported that the Fire Department had received the new boat. This will bring the number of boats for their use to four.

Old Business –

- a) **Northern / Southern Flood Study** - Commissioner Strouse
- Mayor Strouse met with the Nature Conservancy.
 - One piece of the LeBeau property was not properly transferred to the family. This is being worked through.
 - Nature Conservancy is working on paperwork. Mayor Strouse will meet with them again in next two weeks.
- b) **ORPT 2024** – Commissioner Strouse
- ORPT Max. \$75,000
 - Buckson \$29,991
 - Grant has been extended to December 2025
 - The work crew from Town completed the mulching and worked on the sunshade frames on September 14, 2025.
 - The only thing left to do is to redo the sunshades and attach the covers.
 - The Town of Little Creek received \$16,000.00 credit for the labor that was done by the residents.
- c) **ORPT 2025** – The ORPT Max. grant of \$45,000 has been approved. The Town portion is \$15,000.
- Dill Masonry has installed the pad for the new pavilion. Unfortunately, the land the pad resides on was never annexed to the town. Legally the town owns the property, however, it is not considered part of the town limits.
 - It will cost the town \$1,250.00 to hire Davis, Bowen, and Friedel to do the site map drawing. A motion was made by Commissioner Hegman and seconded by Commissioner D. May to pay the fee and hire this firm to make the site map drawing. When put to the full Board for a vote it was passed unanimously.
 - Commissioner Hegman and Mayor Strouse will work together on this.
- d) **ORPT 2026** – The paperwork for the final phase of the application process has been submitted and we are waiting to hear if we received approval for the funds. We should hear something in December of 2025. 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. This grant would cover \$90,000 and the Town's contribution would need to match the amount of \$30,000. The location of the bathroom is still being discussed.
- e) **Pedestrian Study/Traffic Calming** – Commissioner Strouse
- A Public meeting was held on July 10 at the Fire House.
 - Sidewalks were repaired/leveled out on July 16 using CTF funding.
 - Speeding stories were aired on WBOC
 - Over 50% of the traffic through town was traveling 11 mph over the posted speed limit. This is a total of 3,700 cars per month.

- Issue was raised by Mayor Strouse on June 10 when he met with the Governor
- Awaiting Kent MPO final report and asking for the traffic trailer for two weeks to be placed at the North end of town to collect data.

f) Well Testing Update – Commissioner Strouse

- We can expect to see well work to begin within the next few weeks. The company will be doing the work in batches.

g) Municipal Elections – Commissioner Strouse

- There is still one position left unfilled on the Town Board.

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) Town Hall Roof Repair – Commissioner Strouse

- Economy Roofing and Restoration was awarded the bid to repair the roof over the Post Office and Town Hall. Commissioner D. May will follow up with the company to schedule a date for the project to be done.

j) Electric Rates – Commissioner Strouse

- The City of Dover raised the electricity rates by 10%
- Mayor Strouse met with the City of Dover Mayor, the City Manager, and Councilmen on September 5, 2025.
- The City of Dover Council members agreed to investigate providing a rate for the Town for trash removal as compensation for raising electricity rates for our residents while providing no real services to the Town outside of municipal streetlights. By arranging trash removal for the Town through a contractor, the residents would still be responsible for paying to have the trash removed. The rate would be cheaper than residents are paying at this time and removal would occur on the same day. If this is not feasible, then we will investigate another service that the City of Dover can provide.
- Mayor/Chairman Christiansen has also requested follow up meetings to work on some of the issues in the report.
- Town Council members are waiting to hear back from Dover about a new trash contract.

- k) Unincorporation of the Town** – Commissioner Strouse
 - Commissioners on the Town Board need to hold a meeting to discuss options and impact on future of the Town.
- l) Town Hall Cameras** – Commissioners D. May and Strouse
 - A quote of \$3,028.00 was submitted by IES (Independent Electric Services) to put in the cameras and outfit Town Hall with wiring necessary to monitor camera footage, etc. IES has won the bid for this project. Commissioner T. May will follow up with the representative of IES to schedule a date for this project to begin.
- m) Facebook Post** - Commissioner Strouse
 - A Facebook post was made about not parking on Private property. This was prompted by the after hours parking problem that has been occurring at the Grill.
- n) Newsletter** - Mayor Strouse is working on this.

New Business

A) Tree Lighting - Commissioner T. May

- **First Friday in December. December 5th at 7:00 pm.**
- **Mayor will arrange to have a fire truck for transporting Santa to Town Hall**
- **Commissioner T. May asking for approval to use \$200.00 of town funds towards supplies for the event. A motion was made by Commissioner Hegman and seconded by Commissioner D. May to approve the use of these funds for the event. When put to the full Board for a vote it was passed unanimously.**

B) The Board has decided to drop the Zoom option for meetings in order to save money. Anyone wishing to attend the meeting without being there in person will be offered the option of calling instead.

Public Comment

Adjournment

A motion to adjourn the meeting was made by Commissioner Strouse and seconded by Commissioner D. May. Motion was carried, and the meeting officially ended at 7:29 pm.

Respectfully submitted,

Theresa May

Secretary