

**MAYOR & COUNCIL**  
**December 1, 2025**  
**MEETING HELD IN-PERSON AND VIA TELECONFERENCE**

Mayor Thomas A. Bauer called the regular scheduled meeting of the Mayor and Council of Delmar, Delaware to order at 7:00 p.m. This meeting is available to the public, in person with limited seating and via teleconference. In attendance were Vice Mayor Odell Jones, Jr., Council Members, Todd Lanier, Mike McClure, and Matthew Waldman. Key Personnel: Town Manager Jeff Fleetwood, Chief Ivan Barkley, Student Advisor Rylin Nichols, and Clerk of Council Vondell Spencer. Guests: Jessica Webb, Ryan Larmore, Tom Nichols, Vince Luca, Steve Nichols, Jeff Melvin, Shannon Melvin, Beverly Wilson, and via teleconference; Rodney Brown.

Mayor Bauer called the meeting to order, and Mr. Thomas Nichols led the Pledge of Allegiance. A quorum was established.

**Mayor's Comments**

Hope everyone had a great Thanksgiving. Mayor Bauer wished everyone a Merry Christmas and Happy Holidays.

Last night was the Love Light Tree Ceremony which was held indoors. The ceremony was well attended.

This Saturday is the Town of Delmar Parade at 2:00 p.m., December 13<sup>th</sup> is Mr. and Mrs. Santa Claus across the street from the barber shop from 10:00 a.m. to 12:00 p.m.

Town employees Bob and Starr Conaway are retiring tomorrow. He said they put in many years, the council appreciates everything they did for the town, and wished them well.

Mayor Bauer presented a thought to the council to change meeting hours to what suits them because the town charter states they must meet on the first Monday of the month but it does not state the time. He suggested the meetings start at 6:00 p.m. He said but it does not suit them they can keep the meeting start time at 7:00 p.m.

**Approval of Minutes**

Mayor Bauer called for a motion to approve the November 3, 2025 meeting minutes as circulated. A motion was made/seconded (Waldman/Jones) and carried by a vote of 5 Ayes.

**Unfinished Business**

None.

## **New Business –**

### Swearing In New Parks and Recreation Committee Member

Mayor Bauer called for a motion to nominate Mr. Jeff Melvin as the new Parks and Recreation Committee Member. A motion was made/seconded (McClure/Lanier) and carried by a vote of 5 Ayes.

Mayor Bauer congratulated and swore in new Parks and Recreation Committee Member, Mr. Jeff Melvin.

### Library Initiatives

Delmar Library Director, Jessica Webb asked for the Mayor and Council's support and permission to begin a Community Story Walk. She described what a Community Story Walk included. A conversation ensued.

### New Stop Sign, Lincoln/N. 8<sup>th</sup> St.

Town Mgr. Fleetwood discussed the need for the new stop sign and display board that was put in place on Lincoln Ave. and N. Eighth St. A conversation ensued.

Mayor Bauer called for a motion to accept the new stop sign at Lincoln Ave. and N. Eighth St. A motion was made/seconded (Waldman/Jones) and carried by a vote of 5 Ayes.

## **Committee Reports:**

Police Chief's Report – The report is included in the mail packet.

Chief Barkley reported: 1.) Chief Barkley said previously he reported unlocked vehicles and people leaving valuables inside their vehicles becoming a problem in some of our town's neighborhoods and on a few occasions, people are leaving their keys inside their vehicles. Over the past month PD lost 6 vehicles and recovered all of them and some were damaged. This is still continuing except there have been no vehicles lost however, people are still leaving their vehicles unlocked with valuables inside. Mayor Bauer asked Chief Barkley if the vehicles that were lost had the keys inside. Chief Barkley answered yes, 5 out of 6 had the keys sitting in the car with the doors unlocked. PD does have suspects and they are juveniles roaming the streets at 3:00, 4:00, and 5:00 o'clock in the morning. Several of the cars were in Sussex County and several were in police chases. There was a discussion about ring cameras.

Student Advisor –

Student Advisor Nichols reported: 1.) Today was the first day back from Thanksgiving break. 2.) Boy's basketball has their first game on Wednesday, home, against First State Military Academy at 5:45 p.m. 3.) Girls Basketball has their first game on Thursday, away, against Sussex Central at 6:30 p.m. 4.) Wrestling's first meet is on Friday, December 12<sup>th</sup> at home. 5.) December 8<sup>th</sup> is the Chorus Concert. 6.) December 17<sup>th</sup> is the Band Concert. 7.) Christmas break will start on December 22<sup>nd</sup> and go through January 2<sup>nd</sup>.

Code Enforcement Officer Report – The report is included in the mail packet.

Public Works – The report is included in the mail packet.

Utility Commission – The report is included in the mail packet.

Council Member Lanier stated the Utility Commission meetings are always a week after this elected body has their meeting.

Council Member Lanier reported: 1.) Old Racetrack Rd. was finally repaired. The meter pit was moved back about two feet. 2.) The stormwater project on Lincoln Ave. is complete and it now dumps off at N. Pennsylvania Ave. 3.) All the steps are done at the WTP. 4.) Well 2 at the WTP is now running and the water quality is good. Well 2 was expensive to fix but if it's ever needed it is available. 5.) A filter was scheduled to be fixed and there are other items that are scheduled to be fixed which should have happened by now. 6.) Town Mgr. Fleetwood added the INI bid for Phase 3 for Delaware came in at \$1,400,000 over the money the state awarded the town. So, the town is not proceeding with that bid. The RFP is going back out for bid and it will be broken into two projects. The town will not be breaking ground in 2025 or early 2026. The new RFP will go out before the end of the year and the bids will be in February 2026. A conversation occurred.

Parks and Recreation Report – The report is included in the mail packet.

Council Member McClure reported: 1.) The Chili Cookoff and Movie Night took place in October. 2.) There will be no New Year's Eve Celebration. 3.) There is no Parks and Recreation meeting in December.

Fire Department – No report.

Planning & Zoning –

Vice Mayor Jones reported:

1. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Spruce/Elevation K – Lot 56, 38525 Winterberry Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Spruce/Elevation K – Lot 56, 38525 Winterberry Dr., Delmar, DE, per the attached drawings.

Vice Mayor Jones called for a motion to accept – Chris Brown/Ryan Homes – New Home Build – Stillwater/Spruce/Elevation K – Lot 56, 38525 Winterberry Dr., Delmar, DE, per the attached drawings. A motion was made/seconded (Bauer/McClure) and carried by a motion of 5 Ayes.

2. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation K – Lot 82, 38522 Winterberry Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation K – Lot 82, 38522 Winterberry Dr., Delmar, DE, per the attached drawings.

Vice Mayor Jones called for a motion to accept – Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation K – Lot 82, 38522 Winterberry Dr., Delmar, DE, per the attached drawings. A motion was made/seconded (Bauer/McClure) and carried by a vote of 5 Ayes.

3. **Ryan Larmore/Tim Metzner – Benrow Appliance Showroom and Warehouse – Lot 1, South of Thornton Blvd. and West of Old Stage Rd., Delmar, DE** –

Mr. Steve Nichols from Davis, Bowen and Friedel presented a new appliance showroom and warehouse. He provided a brief summary. Mayor Bauer asked Mr. Nichols when the appliance showroom and warehouse work will begin. Mr. Nichols answered this time next year. He further asked Mr. Nichols what type of appliances would be sold. Mr. Larmore answered kitchen appliances, laundry appliances and barbeque grills.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Ryan Larmore/Tim Metzner – Benrow Appliance Showroom and Warehouse – Lot 1, South of Thornton Blvd., and West of Old Stage Rd., Delmar, DE, with the conditions that there be a follow-up record plan regarding the lot line adjustment, a landscape plan submitted, and a sign plan.

Vice Mayor Jones called for a motion to accept – Ryan Larmore/Tim Metzner – Benrow Appliance Showroom and Warehouse – Lot 1, South of Thornton Blvd. and West of Old Stage Rd., Delmar, DE, per the attached drawings and the conditions that were placed by the Planning and Zoning Commission. A motion was made/seconded (Waldman/Lanier) and carried by a vote of 5 Ayes.

Vice Mayor Jones announced Planning and Zoning Commission Member Beverly Wilson's seat will be open in the new year. He thanked Mrs. Wilson for her time on the commission.

### **Town Manager's Report**

Town Mgr. Fleetwood reported: 1.) Lincoln Ave. Stormwater Project: milling and overlay is on schedule for next week from Bi-State Blvd. to N. Pennsylvania Ave. to be completed with new asphalt and also on Sixth St. weather permitting. 2.) December 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup> town hall will be closed. Town Mgr. Fleetwood thanked Mayor Bauer and Mayor Jorden for the Christmas Holiday closures. 3.) MDE: In Maryland Delmar falls under the Salisbury Metro Area Stormwater Permit.

The rules have changed and now municipalities with a population of over 3,000 people have to have a Maryland Separate Stormwater Permit (MS4). There will be a kickoff call with MDE on Thursday to begin the process for the MS4 permit. One of the questions that will be asked on this call is what will happen with DNREC.

### **Council Comments**

- 1.) Council Member McClure commented the Annual Breakfast with Santa is December 13<sup>th</sup> at the Fire Hall. Town Mgr. Fleetwood added Mr. and Mrs. Santa will be at the Guard Shack from 10:00 a.m. to 12:00 p.m.
- 2.) Vice Mayor Jones wished everyone Happy Holidays.
- 3.) Council Member Lanier wished everyone Happy Holidays. He thanked Mr. Nichols for giving history on the traffic situation. He also thanked Chief Barkley for keeping the streets safe.
- 4.) Council Member Waldman wished everyone Happy Holidays and commented everyone be safe.
- 5.) Mayor Bauer wished everyone a Merry Christmas and Happy New Year.

### **Public Comments**

- 1.) Mr. Vince Luca agreed with Council Member Lanier and thanked Chief Barkley. Mr. Luca said PD did a phenomenal job because every car in Yorkshire Estates is now parked in the right direction.

### **Adjournment**

Mayor Bauer asked for a motion to adjourn. A motion was made/seconded (Jones/Waldman) and carried by a vote of 5 Ayes.

Submitted by:

Clerk of Council  
Vondell Spencer