

MAYOR & COMMISSIONERS
July 14, 2025
MEETING HELD IN-PERSON AND VIA TELECONFERENCE

Mayor Benjamin Jorden called the regular scheduled meeting of the Mayor and Commissioners of Delmar, Maryland 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 Deputy Mayor Jack Lenox, Commissioners Jacob Boothe, Ronald Nembhard, Cory Shaffer, Town Manager Jeff Fleetwood, Town Attorney, Robert Benson, Police Chief, Ivan Barkley, and Clerk of Council Vondell Spencer. Guests: Keith Lackie, Marilyn Searcey, Timothy Smith, Derrick M. Craig, and Mayor Thomas Bauer.

Mayor Jorden led the Pledge of Allegiance.

Mayor's Comments –

Mayor Jorden thanked everyone for attending the meeting.

Approval of Minutes –

A motion was made, seconded, (Boothe/Nembhard) and carried to approve the Joint Council June 2, 2025, meeting minutes. The motion carried with a vote of 5 Ayes.

Unfinished Business –

None.

New Business –

Delmar Middle School Back-to-School Carnival

Delmar High School Principal, Matt Marine described and explained the planned community Back-to-School Carnival event August 21st from 4:00 p.m. to 6:00 p.m. He said they are asking the town to help out with the event. Mayor Jorden asked Mr. Marine if he needed help with volunteers. Mr. Marine answered yes and the person to contact is the Delmar Middle School Principal, Mr. Kevin Moreland if anyone is willing to help.

Mayor Jorden called for a motion to spend \$1,000 for the Delmar Middle School Back-to-School Carnival. A motion was made/seconded (Shaffer/Boothe) and carried by a vote of 5 Ayes.

Swearing In Maryland Board of Zoning Appeals Member

Mayor Jorden swore in a new member for the Maryland Board of Zoning Appeals, Mr. Timothy Smith.

Sustainable Communities – Mr. Keith Lackie, Regional Planner Maryland Department of Planning Lower Eastern Shore Regional Office

Regional Planner for the Maryland Department of Planning Lower Eastern Shore Regional Office,

Mr. Keith Lackie presented and explained the Sustainable Community Grant Program. Town Mgr. Fleetwood acknowledged Mr. Lackie's vision and drive. He also personally and professionally thanked Mr. Lackie for being the hot iron in the fire. Town Mgr. Fleetwood thanked Planning and Zoning Director, Twain Evanson for the work he has put into the Sustainable Community Grant Program. Town Mgr. Fleetwood thanked Commissioner Ron Nembhard for attending every Sustainable Community Grant meeting along with Mr. Roger Martinson, Alan Whitley, and Jerry Yates because they were also in the meetings with a lot of good vision. A conversation occurred.

Deputy Mayor Lenox said Mr. Lackie and his office have been a great help to communities in trying to deal with the somewhat confusing state programs. This is a way through Mr. Lackie's help having the town identify priorities. This is a great and trusted resource.

Mayor Jorden called for a motion to move forward with the Sustainable Communities and to submit the application to Mr. Keith Lackie and the State of Maryland. A motion was made/seconded (Lenox/Nembhard) and carried by a vote of 5 Ayes.

Committee Reports:

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

Chief Barkley reported as follows: 1.) There are no new crime trends or patterns. 2.) Chief Barkley thanked the council for the addition in last year's budget. PD is currently moving forward with purchasing the items from the capital budget that were requested. PD has already put in place the addition of the other full-time PCO. Chief Barkley said on Saturday and Sunday mornings from 8:00 a.m. to 12:00 p.m. that is not covered and a few late-night hours during the week that are not covered. For the most part PD is very near having 24-hour coverage. 3.) Sworn personnel are still fully staffed and moving forward. 4.) August 1st is Blue Light Night.

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

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

Public Works Director, Bob Buck presented and explained a repair order amount for the 1984 backhoe and provided a quote for a new 2025 John Deere 310 P Backhoe Loader 17B0T which is the closet model to what PW already had. A conversation ensued.

Mayor Jorden asked Town Mgr. Fleetwood where the money would be pulled from. Town Mgr. Fleetwood answered 13% from Delaware, 37% from Maryland, 50% from Utility, 25% from water and 25% from sewer and will come out of the FY'26 contingency fund. Mayor Jorden further asked if there is a lease plan? Mr. Buck answered there is which he presented to Town Mgr. Fleetwood. Town Mgr. Fleetwood had a meeting with Chief Finance Officer, Heather Chandler and they found it would be more beneficial for the town to purchase the equipment outright rather than the 24–36 month lease. A conversation ensued.

Mr. Buck added he spoke with the Jesco employee that provided the quotes and also came to Public Works with his mechanic to try to have them retrieve the old backhoe as a trade-in but they would

not accept the trade-in. The gentleman informed me it would be better to advertise the old backhoe on GovDeals. Commissioner Boothe asked would it be better to scrap the old backhoe? Town Mgr. Fleetwood answered they would advertise the old backhoe at a minimum and if nothing is offered, they would look at scrapping the old backhoe. A conversation occurred that resulted in Mayor Jorden stating he would like for Delmar, Delaware to contribute more towards the purchase to protect Maryland tax payers. Commissioner Shaffer said he would like to see Delmar, Delaware pay 18% and Mayor Jorden agreed. A conversation occurred.

Deputy Mayor Lenox asked Town Mgr. Fleetwood if the funds for purchasing the backhoe would be coming out of contingency. Town Mgr. Fleetwood answered yes.

Mayor Jorden called for a motion to approve up to \$144,559 for the 2025 John Deere 310 P Backhoe Loader 17B0T. The motion was made/seconded (Nembhard/Boothe) and carried by a vote of 5 Ayes.

Mayor Jorden congratulated PW Foreman, Trey Hopkins on his water license.

Utility Commission –

The Utility Commission met prior to this meeting.

Commissioner Shaffer reported: 1.) The Utility Commission discussed the requested new backhoe with 50% of that purchase with the breakdown of 25% water, and 25% sewer. 2.) A new storage tower was discussed to increase pressure on the east side of town. Water Treatment Plant Superintendent, Ron Bailey was in attendance and he discussed and reviewed figures. Currently, there are 500,000 gallons in the air. A new water tower in the northeast quadrant around Stage Rd. would put the town at 1,000,000 gallons. Currently, we have one day reserve if we have any issues. The 1,000,000 gallons will bring the town to two and a half to 3 days reserve which will be good because it will increase the water pressure for all the developments on that side of town and the future developments. 3.) Town Mgr. Fleetwood updated the commission they had grant applications in and we are hopeful for FY'26. 4.) Town Mgr. Fleetwood discussed acquiring property the town could possibly put the water tower or if necessary, putting the water tower on the property that will be used to build a new school.

Mayor Jorden asked Commissioner Shaffer how much is Delmar, Maryland paying in upkeep fees not just the price of the water tower. Commissioner Shaffer answered an estimate will have to be obtained from Southern Corrosion and it has to be added to the maintenance plan. Town Mgr. Fleetwood added for both water storage tanks now it is \$38,000, so possibly add another \$16,000.

Water Treatment Plant Report – The report is included in the mail packets.

Parks & Recreation –

Commissioner Boothe said there is no report but if anyone is interested in the Parks and Recreation Committee, please contact him because according to the By-Laws in September the members will

cycle out.

Planning & Zoning –

Deputy Mayor Lenox reported the meeting was on June 26, 2025

1. **Kenneth Shockley – Delmar Assisted Living, LLC (Final Approval) New Fourth Building– Lot 1AA, 31093 East Line Rd., Delmar, MD** – Mr. Shockley was not present. Deputy Mayor Lenox stated this is the fourth building for Delmar Assisted Living, LLC. He further stated he does have a family member that lives there so he spends time there. Each building has 16 residents. The fourth building as shown on the plan is to the rear of the two buildings closest to the road. The Planning and Zoning Commission as in the past supports the operation in general.

Deputy Mayor Lenox explained with this particular addition the commission had a couple of issues which are the existing access drive that goes to the existing rear building that will also provide access to the fourth building. He said looking at the site plan there are two driveways intersecting at an awkward angle. Mr. Shockley was asked to speak with his engineer to provide some additional information about the radius where the two driveways intersect. He further said the question is not just how to get in there, it's how you get out and there is also interaction between staff, residents, and visitors between the two buildings to the rear.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Kenneth Shockley – Delmar Assisted Living, LLC – New Fourth Building (Final Approval) – Lot 1AA, 31093 East Line Rd., Delmar, MD, with the condition that additional information be provided on the width of the driveway as well as the turning radius as that new driveway intersects the existing driveway and also that its final formal plans are sealed architecturally and engineering wise. The motion was made/seconded (Jones/Johnson) and carried by a vote of 5 Ayes. – **P&Z Mtg., June 26, 2025**

Deputy Mayor Lenox called for a motion to approve as submitted subject to the conditions referenced in the Planning and Zoning Commission recommendations and further that those revised plans be subject to review by the town's engineer and by the fire department for - Kenneth Shockley – Delmar Assisted Living, LLC New Fourth Building (Final Approval) – Lot 1AA, 31093 East Line Rd., Delmar, MD. The motion was made/seconded (Boothe/Nembhard) and carried by a vote of 5 Ayes.

2. **Marilyn Searcey/Renovate Church – Consolidation of Plat – Lots 109, 110, 216, 551 – 800 E. East St., 708 E. East St., Eighth St., Delmar, MD** – Ms. Searcey presented a consolidation of plats as referenced per the attached drawings. Deputy Mayor Lenox stated this plan does not eliminate Eighth St. that runs right through the middle of the property but there is an opportunity in the future. He further stated we have a process that if the town is open to this in the future, they control both sides of the street and it would make sense if they wanted to get that back into their control. Deputy Mayor Lenox clarified with Town

Mgr. Fleetwood that the action to be taken is advertising and public hearing which would bring issues out on the table.

Deputy Mayor Lenox called for a motion to accept the Planning and Zoning Commissions favorable recommendation to approve – Marilyn Searcey/Renovate Church – Consolidation of Plats – Lots 109, 110, 216, 551 – 800 E. East St., 708 E. East St., Eighth St., Delmar, MD, per the attached drawings. The motion was made/seconded (Boothe/Nembhard) and carried by a vote of 5 Ayes.

3. Brian Dennis/Bridge Acres – Re-Subdivision – Lots 2A, 1BB, 9205 Stage Rd. Delmar, MD – Mr. Dennis presented a re-subdivision as referenced per the attached drawings.

Deputy Mayor Lenox called for a motion to accept the Planning and Zoning Commissions favorable recommendation to approve – Brian Dennis/Bridge Acres – Re-Subdivision – Lots 2A, 1BB, 9205 Stage Rd., Delmar, MD, per the attached drawings. The motion was made/seconded (Boothe/Shaffer) and carried by a vote of 5 Ayes.

Town Managers Report –

Town Mgr. Fleetwood reported as follows: 1.) The town received quotes for the PD. The first quote to repaint the entire exterior and fix things that are wrong and a separate quote to fix the stuff that is wrong and not paint the entire exterior. Town Mgr. Fleetwood said he will wait for an incoming quote from Mayor Jorden then compare all quotes. A conversation occurred. 2.) Town Mgr. Fleetwood said he will be out of town through July 18th, 19th, and 20th and return July 21st about 6:00 p.m.

Chesapeake Utilities

Town Mgr. Fleetwood informed the council there are new gas lines being installed on Rt.13 and Connelly Mill Rd. Chesapeake Utilities Governmental Affairs Manager, Mr. Derrick Craig provided background of his work history, and insight on the installation project. A lengthy conversation ensued.

Council Comments –

Mayor Jorden, Deputy Mayor Lenox, Commissioners Boothe, and Nembhard, had no comment.

- 1.) Commissioner Shaffer commented he would like to see Delaware pay more for the backhoe.

Public Comments –

None.

Adjournment –

Mayor Jorden called for a motion to adjourn which was made/seconded (Boothe/Nembhard) and carried by a vote of 5 Ayes.

Submitted by:

Clerk of Council
Vondell Spencer