

**MAYOR & COMMISSIONERS**  
**September 11, 2023**  
**MEETING HELD IN-PERSON AND VIA TELECONFERENCE**

Mayor 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 Lenox, Commissioners Boothe, Shaffer and Unsell. Town Manager Fleetwood, Lt. Michael Bond, Clerk of Council Vondell Spencer, Town Engineer Josh Taylor, and Robert Benson Town Attorney were in attendance. Guests: Dennis Murray, Ronald Nembhard, Jeanne Stitt, Theresa Souder, Chisola Sherman, John Sherman, Farrah Morelli, Penny Glasgow, Robin Bond, Jackie Milter, Kenneth Shockley, Daveta Witcher, and Betty Robinson.

Mayor Jorden performed the Pledge of Allegiance followed by a roll call to confirm there was a quorum. A quorum was established.

**Mayor's Comments** –

Mayor Jorden asked everyone in attendance to join him in a moment of silence for the people that lost their lives on September 11, 2001.

Mayor Jorden welcomed and thanked all in attendance for coming to the meeting. He said he is aware it is not the most convenient night of the week to meet but their attendance was really appreciated.

**Approval of Minutes** –

A motion was made, seconded, (Boothe/Shaffer) and carried to approve the August 14, 2023 minutes as circulated by a roll call vote of 4 Ayes 1 Abstain (Unsell).

**Unfinished Business** –

None.

**New Business** –

**Board of Election Supervisors Oath of Office**

Mayor Jorden read the MD Board of Election Supervisors Oath and swore in Theresa Souder and Jeanne Stitt.

**Public Second Reading Phase 1 Sewer Bonds**

Attorney Benson presented the second reading of the Phase 1 Sewer Bonds and explained an amendment that needed to be made as to the date of the first payment that read August 1<sup>st</sup> but it

should read February 1, 2024.

Mayor Jorden called for a motion to open a public hearing to discuss the Phase 1 Sewer Bonds. A motion was made/seconded (Unsell/Boothe) and carried by a roll call vote of 5 Ayes.

No one from the public asked to speak at the public hearing. Mayor Jorden called for a motion to close the public hearing for the Phase 1 Sewer Bond. A motion was made/seconded (Unsell/Lenox) and carried by a roll call vote of 5 Ayes.

Deputy Mayor Lenox made a motion to amend the second reading according to the description of Town Attorney Benson about the first payment. The motion was seconded (Shaffer) and carried by a roll call vote of 5 Ayes.

Deputy Mayor Lenox made a motion to approve the second reading as amended. The motion was seconded (Boothe) and carried by a roll call vote of 5 Ayes.

Town Mgr. Fleetwood added based off of the Mayor and Commissioners motions all indicators are the Town will be moving forward with closing on this loan on September 27, 2023.

#### Best Remedy Urgent Care

Mrs. Chisola Sherman explained and described the location of the urgent care facility, pending opening date, services offered such as x-rays, lab work, prescription refill, suturing, hours and days of operation, and insurances that will be accepted. Mayor Jorden welcomed Mr. & Mrs. Sherman to Delmar. Commissioner Shaffer asked Mrs. Sherman how many people she planned to employ. Mrs. Sherman answered starting out in the office, about 15. Commissioner Shaffer said it was exciting and thanked her for choosing Delmar.

#### **Committee Reports:**

##### **Police Chief's Report** –

Lt. Bond noted there were no significant incidences at this time.

Lt. Michael Bond reported as follows: 1.) Both countywide, Wicomico and Sussex, vehicle break-ins have started again. He said everybody needs to be diligent and report any suspicious activity. Also, we are getting close to the season where robbery is starting because Christmas is coming up and that is something else everybody needs to be aware of. 2.) PD has finished CVSAs for two part-time police dispatchers and there are at least two promising prospects for the two sworn positions that need to be filled for the next academy. The interviews for sworn positions were last Friday and their next phase will start next week. 3.) The recruit in the academy, Kevin Doman, is progressing very well. 4.) Officer McGrath and Officer Erdie are at the end of their field training and they should be finished on September 20<sup>th</sup>. Delaware has stepped up their process. They have two main classes for lemur training which is the exact same training received out of MD mid-October, and then fire school. Sergeant McCahill and the other training staff will train the rest of the DE law information which will be starting tomorrow and they will finish in mid-October to be able to take their CMPT Test to be certified so they will be certified in both states by the end of

October or early November. 5.) Looking forward to Heritage Day on September 23<sup>rd</sup> and PD's golf tournament on September 30<sup>th</sup>. PD is trying to fund or sponsor as many things as they possibly can this coming year such as little league and baseball. 6.) Currently, PD has increased patrols at Delmar Middle High School and Delmar Elementary School on the MD side. PD is adding more patrols in those areas even at the elementary school. 7.) The patrol vehicles that have been ordered have been pushed back to be manufactured the first week in October and now they are worried about the auto workers strike that maybe lingering. Lt. Bond said if that occurs, he is unsure how far the patrol cars will be pushed back. 8.) With the new programming which may affect Town Hall computers as well, there are new versions coming in 2025. Because PD pieced together their older laptops, they have at least 18 that have to be replaced by the spring of 2025, next budget year. The new software programming and the security software is not compatible with what PD has. Delaware will give PD laptops for their patrol cars, so they are looking at the laptops in the PD office just to make their systems communicate with officers on the road if not PD is looking at \$300,000 to \$400,000 for new servers to make the inhouse recording system work. 9.) To date PD is at 6400 complaints in MD and over 3200 complaints in DE. 10.) DE State Police and the Caroline Sherriff's Office was looking for a rape suspect and a BOLO was put out. Officer Engleskirch and Officer Ludders located the suspect's vehicle and the suspect was apprehended in Delmar, MD. 11.) In DE Officer Engleskirch was on patrol the night that Oddz and Endz was broken into and he rolled up on the suspects leaving the scene and apprehended one. Mayor Jorden asked what the complaints were. Lt. Bond answered there are parking complaints. A conversation ensued.

Commissioner Unsell asked Lt. Bond if there was going to be police presence at the farmer's market. Lt. Bond answered their will be an officer present.

Commissioner Boothe said two or three months ago he asked if he could get a speed sign/speed board for Breckenridge. Lt. Bond answered he would have the speed sign in Breckenridge this week. A conversation ensued.

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

**Community Development Report** – The report is included in the mail packets.

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

**Utility Commission** –

Commissioner Unsell reported as follows: 1.) WTP Superintendent Sophia Oberton received the AWWA Distinguished Award and the Water Treatment Award from the WWOR. 2.) Town Mgr. Fleetwood informed the Commission about the September 27<sup>th</sup> closing on the loan for the Phase 1 sewer project. 3.) The farmers market will take place this Saturday.

**Parks & Recreation** – Report is included in the mail packets

Commissioner Boothe reported: 1.) Unfortunately, there was no meeting last month. 2.) The Summer Basketball League would like to extend the dates they requested for the tournaments but

they are not in attendance tonight for approval. 3.) The Mason and Dixon Expansion Project is now going to be seeking funding from the state and the municipalities as well. It is roughly about \$4,800,000. It would benefit the kids, the Town of Delmar, and the county. The county Parks and Recreation Director Steve Miller will be attending a Town of Delmar meeting. A conversation ensued.

### **Planning & Zoning** –

Deputy Mayor Lenox reported the Planning and Zoning Commission did meet on August 24, 2023. Ryan Homes is now focusing on the DE side. The Commission did forward favorable recommendations to the DE side for four new homes. The only issue on the MD side is the Commission reviewed conceptual plans for a nonprofit school of instruction more like the Little Red Hen type of building which is on a parcel on the southern half of First St. backing up to Gordy Park. That is an inherently allowed use in the zoning but again the Commission only seen it at a conceptual standpoint. They have a lot of work to do regarding their preliminary design. A conversation ensued.

### **Fire Department** – Report is included in the mail packets.

Mayor Jordan stated Shawn Johnson could not attend this meeting. Mayor Jordan mentioned the Fire Department has a Gun Bash Event that will take place November 4, 2023. He thanked the FD for representing the Town of Delmar at Mission BBQ yesterday.

### **Town Manager's Report** –

Town Manager Fleetwood reported: 1.) Two months ago, this body approved a speed reduction on the MD side of Stage Rd. from 40 mph to 35 mph. Last Friday approval from DelDot was received to reduce the speed limit from Old Stage Rd. back to Marsha Ln. out to Rt.54 (Line Rd.) to 35 mph. There was also approved speed reduction from DelDot on Line Rd. Rt.54 from Robinhood Rd. to Rt. 13. Nothing has been done at this point to make that reduction happen. The Town is awaiting on DelDot to get their signage because they will do everything on the DE side and Rt.54. The Town of Delmar will do everything on the MD side which Town Mgr. Fleetwood would like done simultaneously. He said he has also asked DelDot and MD State Highway to put visual signage boards in place. 2.) The Delmar General Election will take place November 21<sup>st</sup>. The closing date for candidacy was today at 4:30 p.m. Town Mgr. Fleetwood announced the number of candidates. In order to vote in the Delmar, MD Election qualified voters have to register with the Wicomico County Board of Elections in-person on Snow Hill Rd. in Salisbury, MD., their website or stop into Town Hall and get an application and mail it back or we can mail it back for them. Town Mgr. Fleetwood clarified no one can register for the Delmar, Maryland election with the Town. The deadline to register is November 16<sup>th</sup> by 4:30 p.m. The polling booths will be in the chambers from 7:00 a.m. to 7:00 p.m. 2.) Starbucks's is attentively planning a grand opening on September 22<sup>nd</sup>, time to be announced. The Delmar Chamber of Commerce is planning a ribbon cutting that day. 3.) Commissioner Boothe and Town Mgr. Fleetwood are scheduled to meet with a representative from the railroad to discuss the right of way on the MD side along the railroad bed, and a to discuss a project to construct a replica of the old historic rail station on the DE side. The railroad has verbally committed to match whatever funds the Town of Delmar offers dollar for dollar for that project. 4.) The two lots

west of the west Tot Lot on the DE side used to belong to Delmar Power. The Town owns that property. 5.) WTP Superintendent Sophia Oberton, won two awards. Town Mgr. Fleetwood publicly shouted out WTP Superintendent Sophia Oberton and WWTP Director Frank Daniels. 6.) Before this meeting the MD and DE Elected Bodies had a ceremony for a resident in this community for Mr. Robert Campbell, for his efforts in the Town of Delmar. 7.) Town Mgr. Fleetwood received quotes from GameTime for State St. Park and the West Tot Lot, sun screen/sun shades. He said he is confident the Town will have grant money for those which will happen in the Spring of 2024. 8.) The farmer's market is scheduled for Saturday, September 16<sup>th</sup> from 10:00 a.m. to 2:00 p.m. Town Mgr. Fleetwood discussed the logo for the farmer's market. 9.) The restrooms that are at State St. Park are dated but the Town has significant funding through the State of DE to reconstruct those restrooms to be ADA compliant. 10.) The receptacles on the north side of Pennsylvania Ave. are in place. The flagpole has been illuminated, power has been run to the caboose, and the wrapping of the trees is scheduled to take place this week prior to Heritage Day. 11.) November 14<sup>th</sup> at 12:00 p.m. the employee holiday luncheon will take place upstairs at the Fire Department. 12.) North Second St. from State St. to Lincoln Ave. has undergone milling and paving. Paving on the DE and MD side with the exception of Pine St., Chestnut St. and a section of Pennsylvania Ave. paving will slow down significantly. However, a number of sections of the road have been cut and excavated to fix water repairs. The contractor will be on site between now and the end of September to finish the work. 13.) PD's new storage building site work is complete and they are supposed to be here this week to begin construction of that building. 14.) The trash issue in the alley behind the barbershop and sports bar has been resolved. There is going to be fencing going around the dumpsters and it is set-up for who is going to dump trash in the dumpsters at that location by the end of the week.

### **Council Comments** –

Commissioner Boothe explained the civil defense siren that was being heard. He added more information about the meeting he and Town Mgr. Fleetwood will have tomorrow. A discussion occurred.

Commissioner Boothe commented he went by the WWTP and the WTP at different times and he is always impressed by WWTP Director Frank Daniels and WTP Superintendent Sophia Oberton.

Commissioner Boothe further commented the farmers market is something that has been a vision for this Elected Body and to see it come to fruition is great. He thanked Town Mgr. Fleetwood for the work he did on that project.

Commissioner Boothe said it is awesome to see the communities at this meeting tonight and it means a lot.

Commissioner Unsell commented he has seen people from Wood Creek show up for the last 4-5 months and he is proud to see everybody show up and show some interest in our Town. He said he has one more meeting in November then, he is out of here. He further said it has been a pleasure to service this Town for 11 years and he is sure his replacement will do fine and he would do his best to guide he or she in the right direction.

Commissioner Shaffer said he had a couple phone calls the first day of school that he thought were

wonderful and it was a real big positive. This speaks volumes for our PD, where we were and where we are now. The calls were about it being great to see officers being stationed around the school monitoring traffic. Not to long ago we did not have the staffing available and now we do.

Commissioner Shaffer commented Robert Campbell does a lot for this Town. Mr. Campbell has a wonderful attitude and it's something to reflect on.

Commissioner Shaffer further commented he thought it was a good call allowing the \$75.00 peddler fee to roll into next year. He thanked Administrative Assistant Starr Conaway, for being heavily involved with that.

Deputy Mayor Lenox commented there is money budgeted in the FY'24 Budget for the MD Comprehensive Plan. The comprehensive plan consultant Mr. Chris Jacobiak was hired as the Director for the City of Annapolis. Josh Taylor, DBF, commented about options for another consultant. A conversation ensued.

Mayor Jordan commented last Friday night this Elected Body served at the football game in the concession stands. He thanked and showed appreciation to the Mayor and Commissioners for helping set it up and representing the Town at the game.

### **Public Comments** –

1. Jackie Milter commented Wedge Way has a community Facebook page for positive comments. Sometimes the Facebook page does not have positive comments it has complaints and negative comments. She said this morning there was a complaint about the road on Wedge Way. There is a drainage issue at the end of their driveway and there has been a cone there for the past six months. Ms. Miller gave the address of the residence where the cone was placed. Mayor Jordan responded we will have someone there in the tomorrow.

### **Adjournment** –

Mayor Jordan called for a motion moved and seconded (Boothe/Unsell) and carried to adjourn with a roll call vote of 5 Ayes.

Submitted by:

Clerk of Council  
Vondell Spencer