

**MAYOR & COMMISSIONERS**  
**October 14, 2024**  
**MEETING HELD IN-PERSON AND VIA TELECONFERENCE**

Mayor Benjamin Jordan 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 Cory Shaffer, Jacob Boothe and Ronald Nembhard. Town Manager Jeff Fleetwood, Town Attorney, Robert Benson, Lieutenant Mike Bond, Town Engineer, Josh Taylor, and Clerk of Council Vondell Spencer were in attendance. Guests: Kyle Lankford; via teleconference Student Advisor Braiden Alexander. Absent: Chief Ivan Barkley.

Mayor Jordan led the Pledge of Allegiance.

**Mayor's Comments –**

Mayor Jordan announced the town had a very successful Heritage Day. He thanked town staff and said he appreciated them for their hard work arranging Heritage Day.

Mayor Jordan commented the Community Night Out BBQ was successful at Chestnut Manor, just being out in the public and hearing concerns. He said he appreciated the council members that were able to attend.

Mayor Jordan said Town Mgr. Fleetwood, Deputy Mayor Lenox, and himself had a meeting with Wicomico County about the Mason Dixon complex earlier in September. They reviewed the project and how things were going to look. The outcome was good. Ideas on how the complex will look and what will take place the first round of budgeting were discussed. Deputy Mayor Lenox added the most important thing discussed was trying to figure out how to sequence all the construction within the budget and they are pleased with the approach being taken, the promise that in the future years there will be more funds to finish the site work which is most significant, and some of the other improvements on top of the land.

Mayor Jordan noted on Heritage Day 2024 the MD elected officials destroyed the DE elected officials in tug-of-war.

Mayor Jordan commented this past weekend he had the privilege to support Delmar PD with their golf tournament. The turnout was good as usual. There was a number of sponsors and community involvement.

**Approval of Minutes –**

A motion was made, seconded, (Boothe/Shaffer) and carried to approve the September 9, 2024 meeting minutes as circulated by a vote of 5 Ayes.

## **Unfinished Business –**

None.

## **New Business –**

### **Halloween Resolution 2024-10-14**

Mayor Jordan introduced and read Halloween Resolution 2024-10-14.

Mayor Jordan called for a motion to approve Halloween Resolution 2024-10-14. A motion was made/seconded (Lenox/Nembhard) and carried by a vote of 5 Ayes.

### **Public Hearing – 1<sup>st</sup> Reading Ordinance #759, Amendment to the Delmar Zoning Code**

Mayor Jordan introduced and read Ordinance #759, Amendment to the Delmar Zoning and shared the second reading will be November 12, 2024.

Mayor Jordan called for a motion to accept Ordinance #759 Amendment to the Delmar Zoning Code. A motion was made/seconded (Shaffer/Boothe) and carried by a vote of 5 Ayes.

## **Student Advisory**

Mr. Braiden Alexander had no report.

## **Committee Reports:**

### **Planning & Zoning –**

Deputy Mayor Lenox reported:

- 1. Kyle Lankford/Ampz Electric – New Pole Building – Bi-State Blvd. and Stage Rd., Delmar, MD** – Mr. Lankford presented a new pole building as referenced per the attached drawings. Deputy Mayor Lenox stated the Planning and Zoning Commission reviewed this application as a preliminary plan and from the commission standpoint there are still some things up in the air. Another issue raised by town staff was the utilities in terms of availability of water and sewer.

Mr. Lankford, the elected body, and Davis, Bowen, and Friedel Town Engineer, Josh Taylor discussed Mr. Darrin Wyatt having a well on his property that Mr. Lankford could tie-in to because they both are over the required distance to make any other tie-in, the lack of Delmar Code paving requirements, Mr. Lankford's tenant need for paving, fire marshal requirements, well installation on Mr. Lankford's property, timeline for building permit, DBF requirements, stormwater review, pole building tenants, Contractor's Yard Ordinance #560, current Planning and Zoning Commission conditions, parking, and Wicomico County requirements.

Deputy Mayor Lenox called for a motion to approve the preliminary plan for – Kyle Lankford/Ampz Electric – New Pole Building – Bi-State Blvd. and Stage Rd., Delmar, MD, per the attached drawings as recommended by the Planning and Zoning Commission with the referenced conditions. A motion was made/seconded (Boothe/Nembhard) and carried by a vote of 5 Ayes.

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

Lieutenant Bond reported as follows: 1.) Total adult arrests from August 17<sup>th</sup> through September 20<sup>th</sup> on the MD side is 26 and 1 juvenile number. The DE side adult arrests were 25 and 6 juveniles. The total number of incidents handled by the MD side was 928 and the DE side 760. 2.) PD is on gov.deal.com with 4 Dodge Chargers, 1 black and white pick-up truck, and a black seized vehicle.

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

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

Town Mgr. Fleetwood reported: 1.) Hopkin's Construction is scheduled to be onsite tomorrow working on Sixth St. for the flooding issue; total amount is estimated between \$132,000 to \$150,000. There will be 6-10 working days. The school, PD, and FD have been notified. The other notifications included door hangers, and social media. 2.) On the MD side west east Maryland Ave., east East St., on the DE side Seventh St., MD side from Memorial Dr. from the VFW to west East St. have been paved. West east East St, on the south end there was a large pothole that has been fixed. 3.) PW has been cutting ditches and along road beds. BJ is enrolled with DE Rural Water to receive his water license. 4.) Concrete work has been done on the DE side on Fifth St. and hydrants have been painted on State St. and Bi-State Blvd. 5.) 703 Delaware Ave. going north a ditch that runs north out to the football practice area has been completely jetted and cleaned. Sussex Conservatory mucked the ditch from the practice football field to Mr. Tim Sullivan's property, so it is currently flowing. Lastly, PW has to muck 40 feet of the ditch at 703 Delaware Ave. and provide restoration for the property owner. 5.) Public Works Director, Bob Buck invited the elected body to come to the PW yard and see the capital outlay items that have been implemented since the new fiscal year.

Mr. Buck thanked the elected body for all the capital outlay items he requested and was able to implement.

Mr. Taylor mentioned the lead service inventories are due October 16<sup>th</sup> and the town is ready to make that submission. A conversation occurred.

Town Mgr. Fleetwood mentioned he had a meeting with Lt. Mike Bond today and asked him help to amp up the enforcement at State St. Plaza and Walgreens shopping center for the parking along the curb that could cause fire lane violations. A conversation occurred.

**Water Superintendent Report** – The report is included in the mail packets.

**Utility Commission** –

Commissioner Shaffer reported as follows: 1.) The commission discussed the Sixth St. stormwater replacements.

**Parks & Recreation** – The report is included in the mail packets.

Commissioner Boothe reported as follows: 1.) The committee had a poll for the residents for Movie Night and Hocus Pocus was chosen which will follow the Chili Cook-Off/Job Fair on October 26<sup>th</sup>. The rain date is November 9<sup>th</sup>. The committee partnered with the Delmar Public Library for Movie Night. 2.) Confirmation was received from Milano's and Sports Nut to provide food for the New Year's Eve Celebration in town. The committee is still waiting on a part for the ball drop for the celebration.

**Fire Department** – The report is included in the mail packets.

Town Mgr. Fleetwood reviewed the statistics from the report.

**Town Managers Report** –

Town Mgr. Fleetwood reported as follows: 1.) November 19<sup>th</sup> is the Employee Holiday Luncheon at the Delmar Fire House at 12:00 p.m. catered by Your Turn to Cook. 2.) Town Mgr. Fleetwood expressed his appreciation and thanks to all town staff. 3.) Eighth St. from MD Rt.54 State St. to Delaware Ave. is a State of Delaware road. Town Mgr. Fleetwood said he was in the process of pricing and in conversations with the State of Delaware for paving that road. A conversation occurred.

**Pennsylvania Avenue Streetscape Project**

Mayor Jorden stated he requested Town Engineer, Mr. Josh Taylor to attend the meeting to finalize the Pennsylvania Avenue Streetscape Concept with the elected body. A very lengthy discussion occurred.

Commissioner Boothe noted he asked in town residents their opinion in reference to grass or concrete for the Pennsylvania Avenue Streetscape Project. A discussion occurred.

Commissioner Boothe asked for a motion to accept the grass concept provided by Town Engineer, Josh Taylor for the Pennsylvania Streetscape Project. A motion was made/seconded (Boothe/Lenox) and carried by a vote of 3 Ayes, 2 Nays (Shaffer/Boothe).

Commissioner Shaffer made a motion to see estimates for construction projects over \$100,000. The motion was seconded by Commissioner Boothe and carried by a vote of 5 Ayes.

**Commission Comments** –

- 1.) Commissioner Boothe said it was good to see the new equipment out cutting on Connelly Mill Rd., the concept is awesome at the PW yard, and the sports bash is November 2<sup>nd</sup> and he has tickets for \$40.00.

- 2.) Commissioner Shaffer asked Town Mgr. Fleetwood if the stop-bars on roads that have been repaired by Teal Construction be replaced. Also, he informed Town Mgr. Fleetwood that the manhole cover in between Third St and Second St. on the southside makes very loud noise every time someone runs over it. PW Director, Bob Buck informed Commissioner Shaffer it is on the punch list to replace that lid.
- 3.) Commissioner Shaffer reminded the elected body about impact fees and they still need to discuss the impact fees.
- 4.) Deputy Mayor Lenox commented before the next fiscal year the elected body would like a 4-5 year capital improvement plan.
- 5.) Commissioner Shaffer inquired if the town is going to select bids for and the Community Center. Mr. Taylor answered after it is designed. A conversation occurred.

**Public Comments –**

None.

**Adjournment –**

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

Submitted by:

Clerk of Council  
Vondell Spencer