

Minutes
DAGSBORO TOWN COUNCIL
Bethel Center
Monday, June 16, 2025

I. CALL MEETING TO ORDER

The meeting was called to order by Mayor Chandler at 6:00 p.m.

In attendance were Mayor William Chandler, Councilwoman Carol Thompson, Councilman CJ Shortridge, Councilman John Marvel, Town Administrator Cynthia Brought, and Chief Nicholas Disciullo. Vice-Mayor Jason Russell was absent. See sign in sheet for others in attendance.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF MINUTES

Approval Town Council Meeting Minutes May 19, 2025

Approval Town Council Executive Meeting Minutes May 19, 2025

Councilman Marvel made a motion to approve the minutes. Councilwoman Thompson seconded the motion. All were in favor. The vote was 4-0.

IV. CONSENT AGENDA

a. Police Department Report

Chief Disciullo stated that the onsite accreditation evaluation will be on December 3rd, 2025. He stated that they will be finalizing everything with the mock assessor and transitioning everything to Millsboro PD in August or September. The next PAC meeting is August 14th, 2025, at the Dagsboro Volunteer Fire Company. Chief Disciullo stated that he spoke to an Indian River School Board member, and he will be coming in to meet with him regarding the issue with the high school. Officer Hazell attended an event for the students at JMC this past week. He stated that he was notified via email that the nuisance order has been added to their criminal justice system and can be enforced and he will email the staff in regard to that. Chief Disciullo stated that Christine Bennett is scheduled for DELJIS training on June 25th.

b. Treasurer's Report

c. Administrative Report

d. Building Official Report

e. Code Enforcement Report

f. Meeting Reports

g. Water Department Report

h. Prince George's Chapel Cemetery Report

i. Correspondence

Town Administrator Brought stated that Davis, Bowen & Friedel advised that only a geotechnical evaluation for engineering design had been completed. She stated that the civil permits for DelDOT and Sussex Conservation are still approximately three to four months for acquiring. She stated that we could go to bid when the last submission to each

of those agencies are made. She stated that means it could go out to bid in September. She stated that Engineering Consultant Gulbranson has been working with them as there is an issue with stormwater management.

Town Administrator Brought asked if anyone had questions about the Artesian yearly contract. She stated it did increase \$35 monthly as they are doing more testing. Mayor Chandler stated that the yearly contract is \$14,604. The council agreed to approve the contract, but they would receive emergency services.

Councilwoman Thompson made a motion to approve the consent agenda. Councilman Shortridge seconded the motion. The vote was 4-0.

V. NEW BUSINESS

a. Discuss Increase License Fees

Mayor Chandler stated that in order to do an increase on license fees we would need to do an Ordinance or Resolution. He stated that Town Administrator Brought has collected some data from neighboring towns and the fees are all over the place he felt that every time we process a business license that we are losing money. Mayor Chandler stated that at the next meeting Town Council should adopt a Resolution to allow Town Administrator Brought to change the forms with the increase. Mayor Chandler stated that Council could weigh in on the appropriate fee, but he felt like maybe \$150, which would be in the middle of the road and would reflect what the town's costs are.

VI. OLD BUSINESS

a. Proposed Budget 2025-2026

Mayor Chandler stated that at the previous meeting Council reviewed the numbers that Town Administrator Brought proposed and he asked if anyone had any questions. He stated that it shows a surplus which is good news. He asked if the proposed numbers include the salary increases. Town Administrator Brought stated that "yes it does."

Councilwoman Thompson made a motion to approve the proposed budget. Councilman Shortridge seconded the motion. The vote was 4-0.

b. Approval of 2025-2026 Fiscal Year Property Tax Assessments

Councilwoman Thompson made a motion to approve the property tax assessments. Councilman Shortridge seconded the motion. The vote was 4-0.

VII. Executive Session

a. Discussion regarding publicly funded capital improvements or sales/leases of real property in accordance with 29 Del. C. Section 10004 (b) (2)

Councilman Marvel made a motion to move into executive session. Councilwoman Thompson seconded the motion. The vote was 4-0.

VIII. RETURN TO PUBLIC SESSION

Mayor Chandler stated that based on the discussion in the executive session there is a plan in place.

IX. PUBLIC COMMENT

There was no public comment.

X. ADJOURNMENT

Councilman Marvel made a motion to adjourn. Councilwoman Thompson seconded the motion. The vote was 4-0.

Meeting adjourned at 6:38 p.m.

Respectfully Submitted,

Stacy West, Finance Clerk