Meeting Minutes
DAGSBORO TOWN COUNCIL
Bethel Center
Monday, June 15, 2026

I. CALL MEETING TO ORDER

The meeting was called to order by Vice-Mayor Thompson at 6:00 p.m.

In attendance were Vice-Mayor Carol Thompson, Councilman CJ Shortridge, Councilman William Chandler, Town Manager Cynthia Brought, Chief Nicholas Disciullo, Det. Anthony Valenti, Cpl. Catherine Craft, Town Solicitor Greg Morris and Engineering Consultant Kyle Gulbronson. Mayor Jason Russell and Councilman John Marvel were absent. See sign in sheet for others in attendance.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF MINUTES

Approval of Town Council Meeting Minutes May 21, 2026.
Approval Town Council Virtual Meeting Executive Session May 21, 2026.

Mr. Chandler motioned to approve the Town Council meeting minutes, Mr. Shortridge seconded. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed. Mr. Shortridge motioned to approve the Town Council meeting minutes Executive Session, Mr. Chandler seconded. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed.

IV. CONSENT AGENDA

a. Police Department Report

Chief Disciullo reviewed the Police Department Report for Council. Chief Disciullo discussed increasing the Police Department's liability insurance to either $5 million or $8 million from the current $2 million. Chief Disciullo discussed the prorated quotes he was provided from the insurance company at an additional $3,333. Ultimately, the Council decided on $5 million with a possible increase next year. Mr. Chandler motioned the approval. Mr. Shortridge seconded. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed.

b. Business Committee Report

Mr. Morse inquired if the Council had a chance to read the Committee's last meeting minutes. Mr. Morse stated they made headway on the Town Clock. The Committee was ultimately looking to spruce up the main corridor through Town. Mr. Morse stated the Committee is still deciding on additions to the Town and looking for ways for the projects to be funded. Mr. Morse advised the Committee's next meeting will include a tour of the Town's borders. Mrs. Thompson inquired about the suggested planters. Mr. Morse advised it was still under discussion. Mr. Chandler recommended donated benches.

c. Administrative Report

Ms. Brought invited Frank Duffy to speak. Frank Duffy of Hounds Town presented his request to temporarily re-name the Town "Dogsboro" in honor of International Dog Day on August 26th. Mr. Duffy suggested tying in the Police K9 fundraiser with the name change, turning it into a charity event in the long-term. Mr. Chandler advised it would be added to the Town Council meeting agenda in July.

d. Annexation Committee

Mr. Chandler advised that the Committee had a phone call with PFM to introduce the team from PFM that handles annexation reports. PFM will analyze the costs and the benefits to the Town, showing the projection over a period of time. Mr. Chandler was advised from PFM that they are currently doing the same analysis for Town of Millville and Town of Milton. PFM believed they could make the 90-day deadline for the Committee and sent a proposed contract in the estimated cost of $20,000. Mr. Chandler confirmed Town Ordinance allows the Committee to charge DR Horton for the professional fees incurred in the Annexation review. Mr. Chandler at the meeting had not yet reached out to DR Horton but planned to.

e. Correspondence

Mr. Chandler discussed the letter sent to the residents of Dagsboro. Ms. Brought informed the Council that the initial letter sent out had an error where it references Pennsylvania legislation. This was addressed by Town Hall and the letter was reissued. Ms. Brought stated there is Delaware legislation that is mandatory for all residents and businesses to comply with. Businesses that could possibly pose a cross-connection risk were contacted the year prior. Ms. Brought informed the Council that a survey was sent out prior to the letter. If no response was received, the property was assumed to be a medium risk. Ms. Brought also mentioned that residents could call the company phone number listed on the letter to complete the survey to be taken off the list for three years. Mr. Chandler questioned the validity of compliance with legislation when the surveys are based off "good faith". Ms. Brought advised that an inspector would be sent out in the event there was any questions and answers could be requested from the company to ensure Town compliance. Mrs. Thompson wanted to reiterate this is a state regulation, and not a Town one.

Mr. Chandler motioned to approve the Consent Agenda, Mr. Shortridge seconded. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed.

V. PLANNING & ZONING REPORT

Meeting June 4, 2026 – Recommendation for Preliminary Approval of Artesian Water Plant for the addition of PFAS Filters

Mr. Gulbronson advised the Committee met on June 4, 2026, with one item on the agenda. A site plan revision was presented to add two PFAS filters onto the existing Artesian property.

VI. NEW BUSINESS

a. Discussion, Review, and Possible Vote on Preliminary Approval of Artesian Water Plant PFAS Filters

Mr. Gulbronson advised that PFAS are forever chemicals, usually some type of solvent. When Artesian conducted their most recent testing of Dagsboro's water, they found trace amounts of these PFAS, just slightly above standard. Mr. Gulbronson stated the results and Federal Legislation coming out is the reason for the installation of the filters. The site plan was reviewed and met all Town requirements. There will be a concrete pad with the filters on top of them, filtering the incoming water. Mr. Gulbronson advised the Committee motioned for the preliminary approval. Mr. Chandler inquired of the size of the tanks. Mr. Gulbronson advised 10,000 gallons each, located towards the back of the property on Armory Road. Each pad was estimated to be 30 x 20 with very minimal noise. These filters will have to periodically be replaced. Mr. Gulbronson advised the representative would check on whether Fire Marshal approval and a Conservation review would be needed for the project. If those are not needed, Artesian would be at the point of final plan reviews. Mr. Chandler motioned for Preliminary Plan approval. Mr. Shortridge seconded. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed.

b. Budget Fiscal Year July 1, 2026, through June 30, 2027, Review, Discuss, Adoption

Ms. Brought confirmed that the budget had been distributed to the Town Council members prior to the meeting. Ms. Brought clarified there are 12 homes to be built in the Highlands of Peppers Creek, which were accounted for in the projection of income. Mr. Gulbronson commented his uncertainty if the Morse project on Vines Creek has applied for their county permits or not due to plan revision needs for the commercial buildings. Mr. Chandler commented his pleasure with the surplus budget. Ms. Brought clarified that when completing the proposed budget, she had already factored in the administrative raises and the Police Department's 3% annual raises with six officers. Ms. Brought addressed Mayor Russell's suggestions for raises and her reasoning for keeping the raises as presented in the budget. Mr. Chandler motioned to approve to budget as presented as well as the administrative increases that have been proposed and budgeted by Ms. Brought. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed.

c. IQ Fiber Presentation

Mark Wagner, Vice President of New Market at IQ Fiber, represented the company at the meeting. Mr. Wagner passed out informational pieces. Mr. Wagner advised different territories within Delaware that the company is currently operational in. Mr. Wagner advised that the company offers high-speed fiber optic internet. Mr. Wagner advised that they are currently planning to install along DELDOT controlled roads within the Town of Dagsboro and was looking to include all roads within the Town. Mr. Wagner explained their process of agreements to sign onto IQ Fiber. Mr. Wagner advised they do not do franchise agreements and they only offer internet. Mr. Wagner advised IQ Fiber typically attempts to install hardware underground for aesthetics and longevity of equipment, however there may be instances of lack of right of way where installation must be done on poles. Mr. Wagner explained how the system operates and success so far expanding within the State of Delaware. Mr. Chandler inquired about the hardware to be installed within the town. Mr. Wagner explained equipment networking and design, stating they are minimalistic and unintrusive. Mr. Wagner offered to do a public information outreach for residents interested in signing on with IQ Fiber. Mrs. Thompson inquired about how many splices would be needed per household, and Mr. Wagner advised one per five to seven subscribers. Mr. Chandler inquired about the startup costs. Mr. Wagner advised "nothing"; installation is free, there is one monthly bill with no add-ons and free in-home Wi-Fi with Wi-Fi 7 at an estimated value of $800 for the customer. Mr. Gulbronson inquired about privately owned community roads. Mr. Wagner advised the company has an HOA Team who contacts them and provides information and services, and they are open to new communities. Mrs. Thompson clarified if individuals within communities could opt in or out of services. Mr. Wagner informed her that IQ Fiber does not do bulk agreements, allowing residents to opt in to their services or stay with their current provider. Mr. Shortridge inquired about current Town agreements with Media-Com. Mr. Gulbronson and Mr. Chandler did not believe it violated any terms of agreement existing with Media-Com. Chief Disciullo commented he strongly recommended the Town Council's consideration of IQ Fiber due to ongoing issues with Media-Com.

d. Discussion of potential amendments to Cluster Zoning and to Definition of Open Space and Woodlands Preservation

Mr. Chandler recommended a brief overview of the data collected by Mr. Stuckey due to missing Council members. Mr. Chandler advised of potential legislation, such as House Bill 450, arising that may effectively leave all zoning decisions up to legislatures in Dover and not to towns or counties. Mr. Chandler and Mr. Stuckey felt that changes to Town ordinances needed to occur now, such as the Cluster District Zoning ordinance. Mr. Chandler pointed out the existing 25% open space requirement, which may be something that Council wants to revisit as well as what counts as open space. Mr. Chandler pointed out various ordinances which should also be reviewed due to preference and accuracy. Mr. Chandler advised that he planned to put this on the July agenda as well as there is just preliminary research done thus far. Mr. Chandler urged the Council to not let the issue fall to the wayside and stressed its importance. Mr. Stuckey suggested this change merely due to bring the Town Code in line with the existing Comprehensive Plan and State Recommendations with regards to climate change, flooding and ground-water preservation. Mr. Stuckey informed the Council that the most urgent matter, in his opinion, is 277 due to lack of enforcement mechanism at this time. Mr. Stuckey commented on HB 450 and referenced 277-3 which details woodland preservation metrics. Mr. Stuckey presented a Google Maps image of a Horsey property where the woodlands were cleared out, and the project was abandoned within the district (Frankford).

e. Home Rule, Takings and Fees – Max Walton

Mr. Chandler advised Ms. Brought included this on the agenda due to the circulation of the presentation by Max Walton to the Town Council. Mr. Chandler advised Mr. Walton would be willing to do an in-person presentation, he just needed to inquire on the cost of such, with an option of possibly having a Zoom meeting instead. Mr. Chandler inquired of the Council if he should reach out to Mr. Walton for presentation. The Council agreed to have Mr. Chandler contact Mr. Walton.

f. Discussion Administrative Raises New Fiscal Year

Ms. Brought addressed this topic during the discussion of the budget. Mr. Chandler motioned to approve to budget as presented as well as the administrative increases that have been proposed and budgeted by Ms. Brought. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None were opposed.

VII. OLD BUSINESS

a. Discussion on rate increases Site Plan Application (Fees, Escrow), Zoning Application (Fees, Escrow), Change of Use Application (Fees, Escrow), Sign Permit Applications (Fees), Subdivision Application (Fees, Escrow); any other fees

Ms. Brought indicated this topic will be tabled until July's meeting. Mrs. Thompson confirmed that Mayor Russell notified the Town Council that he needs more time to review and draw up a proposal, and to expect a spreadsheet within the coming weeks for the Council's review from Mayor Russell.

VIII. PUBLIC COMMENT

No public comment.

IX. ADJOURNMENT

Councilman Chandler moved to adjourn the meeting. Councilman Shortridge seconded the motion. The vote was 3-0 with Mr. Russell and Mr. Marvel being absent. None opposed.

Meeting adjourned at 7:17 p.m.

Respectfully Submitted,

Cpl. Craft, Dagsboro Police Department