

**SUSSEX COUNTY COUNCIL – GEORGETOWN, DELAWARE – APRIL 19, 2016**

**A regularly scheduled meeting of the Sussex County Council was held on Tuesday, April 19, 2016, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:**

<b>Michael H. Vincent</b>	<b>President</b>
<b>Samuel R. Wilson, Jr.</b>	<b>Vice President</b>
<b>George B. Cole</b>	<b>Councilman</b>
<b>Joan R. Deaver</b>	<b>Councilwoman</b>
<b>Robert B. Arlett</b>	<b>Councilman</b>
<b>Todd F. Lawson</b>	<b>County Administrator</b>
<b>Gina A. Jennings</b>	<b>Finance Director</b>
<b>J. Everett Moore, Jr.</b>	<b>County Attorney</b>

**The Invocation and Pledge of Allegiance were led by Mr. Vincent.**

**Call to  
Order**

**Mr. Vincent called the meeting to order.**

**M 188 16  
Approve  
Agenda**

**A Motion was made by Mr. Wilson, seconded by Mr. Cole, to amend the Agenda by deleting “Wastewater Agreement No. 597-1, Sussex County Project No. 81-04, Woodlands – Phase 1, Miller Creek Sanitary Sewer District” and “Introduction of Proposed Zoning Ordinances”, and to approve the Agenda, as amended.**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Minutes**

**The minutes of April 12, 2016, were approved by consent.**

**Public  
Comments**

**Public Comments**

**Dan Kramer commented on the April 12, 2016, Council minutes.**

**Jean Ward, Mary Ellen Vitsorek, and Jeanette Cosgrove voiced their opposition to the Proposed Winding Creek Water District, stating that Winding Creek Village is primarily a community of senior citizens on fixed incomes, that 194 affidavits have been submitted from property owners expressing their desire to opt out of the Water District, that salt intrusion is not an issue with the majority of the homes, and requesting that the referendum on the Winding Creek Water District be canceled.**

**Public  
Comments  
(continued)**

**Paul Reiger commented on an imbalance in representation on the Planning and Zoning Commission as a result of the vacancy created by the resignation of Mr. Rodney Smith.**

**Autism  
Awareness  
Month**

**Melissa Martin Assistant Director, Autism Delaware, was present, along with Frank Shade, Southern Delaware Development Coordinator, to promote “Autism Awareness Month” and speak about the services and programs available through Autism Delaware to enrich the lives of those affected by ASD (autism spectrum disorder) in Sussex County. Ms. Martin reported that autism is impacting a rising number of families in Sussex County, and there is a need for a wide variety of supports to assist those families.**

**According to the Centers for Disease Control and Prevention, autism occurs in one in every 68 children, and that statistic holds true in Sussex County. For the 2014-15 school year, 1,512 Delaware public school students had an educational classification of autism compared to 152 in 1991—an increase of 895 percent. Ms. Martin stated that the local arm of the Delaware Autism program is located in Lewes at the Sussex Consortium, which pulls students from all over the County into a center-based program within the Cape Henlopen School District and provides the types of speech language, occupational therapy, and psychological and special education supports they need.**

**Ms. Martin explained that autism is the fastest growing developmental disability, impacting social interaction, communication, and typical development for a child. Autism Delaware provides support to families through parent mentoring and educating the community about resources available. They also administer a program called POW&R (Productive Opportunities for Work & Recreation) which helps place young adults as they transition out of high school into employment in the community. Autism Delaware has a pilot project currently ongoing in Sussex County to help reach the Hispanic population as well.**

**At the State level, Ms. Martin announced that Senate Bill Nos. 92 and 93 have been introduced in the Delaware General Assembly to improve ASD services. Senate Bill No. 92 establishes a statewide education resource, the Center for Excellence in Autism, which will house a statewide director for the program and several trainers that will be able to go out to the schools to enhance their capacity to serve students in their home district. Senate Bill No. 93 establishes an Interagency Committee on Autism and the Delaware Network for Excellence in Autism.**

**Ms. Martin thanked Council for the opportunity to speak and requested consideration for funding support to continue Hispanic outreach, day camp programs in conjunction with Children’s Beach House, golfing and sports programs, swimming programs, and community and family outreach programs to help improve the lives of families affected by ASD in Sussex County.**

**M 189 16  
Approve  
Consent  
Agenda**

**A Motion was made by Mrs. Deaver, seconded by Mr. Arlett, to approve the following items listed under the Consent Agenda:**

**Wastewater Agreement No. 638-9  
Sussex County Project No. 81-04  
The Estuary – Camp Barnes Road – Off Site Sewer (Construction Record)  
Miller Creek Sanitary Sewer District**

**Wastewater Agreement No. 1043  
Sussex County Project No. 81-04  
Route 24 Elementary School – Love Creek  
Goslee Creek Planning Area**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Fair  
Housing  
Month**

**The Council presented to representatives of the Sussex County Association of Realtors® a Proclamation entitled “PROCLAIMING THE MONTH OF APRIL AS *FAIR HOUSING MONTH* IN SUSSEX COUNTY”.**

**Adminis-  
trator’s  
Report**

**Mr. Lawson read the following information in his Administrator’s Report:**

**1. Delaware State Police Activity Report**

**Per the attached Delaware State Police activity report for December, there were 410 violent crime arrests with 338 clearances; 3,238 property crimes with 1,278 clearances; and 45,705 total traffic charges with 32,005 corresponding arrests. Of those traffic arrests, 988 were for DUI. Finally, there were 5,254 total vehicle crashes investigated in December. In total, there were 191 troopers assigned to Sussex County for the month of December.**

**2. Sussex County Telephone Number Match Rate**

**The Delaware Department of Safety and Homeland Security recently reported that Sussex County’s telephone number match rate has reached the 96 percent accuracy threshold. This is a significant milestone for the County and the highest percentage of telephone number to addresses matches ever experienced by the County since Sussex implemented its new addressing protocol. As a result, residents of the County have a greater assurance that their address and telephone number information is accurate and up-to-date should the need arise, including during an emergency, to identify and locate a specific address.**

**Administrator's Report (continued)**

**Our congratulations and appreciation go to the staff of the County's Mapping and Addressing Office for accomplishing this tremendous feat.**

**3. Council Meeting Schedule**

**A reminder that Council will not meet on Tuesday, April 26<sup>th</sup>. The next regularly scheduled Council meeting will be held on May 3<sup>rd</sup> at 10:00 a.m.**

**[Attachments to the Administrator's Report are not attachments to the minutes.]**

**Clean Water and Flood Abatement Task Force**

**Mrs. Jennings reported on the Clean Water and Flood Abatement Task Force. The Task Force will meet again on Wednesday, April 20, 2016, and continue to review billing options for the clean water fee. Mrs. Jennings stated it is likely that the Task Force will be extended into May, as there are concerns regarding the method of billing, i.e. whether to include the fee on the sewer bill, tax bill, or the possibility of DNREC doing some type of billing as a result of the draft legislation. Mrs. Jennings will provide additional updates as the Task Force continues its work.**

**Springfield Property Update/Recommendation**

**Mrs. Jennings provided an update on the sale of vacant property located at 22512 Springfield Lane, Georgetown, Delaware. Mrs. Jennings reported that Council purchased parcel number 1-35-20.00-51.00 to establish a larger clear zone on the approach to Runway 4-22 at Delaware Coastal Airport. This larger clear zone is required by the Federal Aviation Administration should Runway 4-22 be extended to 6,000 feet.**

**The parcel of land purchased included approximately 9.82 acres and a 3,900-square-foot house. Since the entire property was not required for the clear zone, the section not needed for the runway extension project was subdivided. The new parcel consisting of 2.229 acres and the house was appraised at \$300,000 by Bay Country Appraisal Services on May 29, 2015,**

**In October 2015, Council approved the disposition of 22512 Springfield Lane by advertising the property and accepting sealed bids. After advertising multiple times and extending the deadline to accept bids three times from October 2015 to March 2016, the County received no bids by the last deadline. As a result, Administration is recommending that the County obtain a realtor and place the property on the market as a regular sale.**

**M 190 16  
Authorize List of Springfield Property on Real Estate Market**

**A Motion was made by Mrs. Deaver, seconded Mr. Cole, to authorize Administration to contact the Sussex County Association of Realtors® to list 22512 Springfield Lane, Georgetown, Delaware, on the real estate market.**

**Motion Adopted: 5 Yeas.**



**Cash  
Perfor-  
mance  
Bonds/  
Water's  
Run**

**Joe Wright, Assistant County Engineer, discussed the cash performance bonds for Water's Run. Mr. Wright referenced a Memorandum of Understanding between Sussex County and WRDG, LLC, dated October 27, 2015, requiring immediate attention to any outstanding work items. Mr. Wright reported that some drainage swale work was completed on or about November 16, 2015, and the gravity sewer main was extended as required on or about December 17, 2015. The construction of roads was to commence immediately upon completion of the sanitary sewer installation. Due to cold weather, the deadline was extended to April 15, 2016, for completion of all items in the agreement. As of this date, the road work has not been completed; however, the contractor is on-site and actively working to complete the necessary work, estimated to take approximately two weeks. Mr. Wright noted that the way the agreement was written, if the developer fails in any of the work, the County has the right to call all of the bonds. It is the recommendation of the County Engineering Department that Council approve the recall of the cash performance bonds to assure the necessary work for Water's Run is completed.**

**Mr. Arlett expressed concern with developers selling lots that are not ready to be sold. Mr. Moore stated that traditionally notification that permits would not be issued for certain lots has been given through the Planning and Zoning Office. Discussion has taken place at recent Engineering Department meetings concerning how to help prevent this from occurring in the future.**

**M 193 16  
Approve  
Call of  
Cash  
Perfor-  
mance  
Bonds/  
Water's  
Run**

**A Motion was made Mr. Cole, seconded by Mr. Arlett, that the Sussex County Council finds that WRDG, LLC, has failed to complete satisfactory construction of the project known as Water's Run and authorizes the Council President to take action to call in the cash performance bonds for Phase 1A (Road), Phase 1B (Road), and Phase 1B (Sewer) in the amounts of \$25,999.00, \$64,114.00, and \$51,186.88, respectively, in order to complete the improvements, or procure others to complete the improvements, in accordance with the approved plans and project requirements.**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Request  
to Prepare  
and Post  
Notices/  
WRE-  
DBSSD/  
Belle Terre**

**Aref Etemadi, Planning Technician, presented a request to prepare and post notices for expansion of the West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District boundary to include Belle Terre (aka Dorman). The property is a 124-acre parcel to include 378 units, 200 single-family and 178 townhouses. The site will convey portions of its flows to the Love Creek Elementary School pump station that is currently under construction, and the remainder of the site will be conveyed to the south to a new pump station that the developer will construct.**

**M 194 16  
Authorize  
Prepare  
and Post  
Notices/  
WRE-  
DBSSD/  
Belle Terre**

**A Motion was made by Mr. Arlett, seconded by Mrs. Deaver, that the Sussex County Engineering Department is authorized to prepare and post notices for the West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District to include Belle Terre (aka Dorman), Parcels 334-12.00-17.00, 18.00, 19.00, and 20.00 owned by Sussex Real Estate Partners, LLC, and two adjoining lots, 334-12.00-17.01 and 1702, as presented on April 19, 2016.**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Estates  
of Sea  
Chase  
Proposed  
Chapter 96  
Project**

**Patti Deptula, Director of Special Projects, advised that The Estates of Sea Chase is requesting inclusion in the Chapter 96 Sussex Community Improvement Program as set out in the Sussex County Code. This single-family condominium subdivision is located on the northeast corner of Warrington Road (County Road 275) and Old Landing Road (Road 274), north of Rehoboth Beach in the Lewes and Rehoboth Hundred. The streets are approximately 5,300 feet in length, privately owned and maintained by The Estates of Sea Chase Condominium Association. Right Property Management is retained by the Association for property management. There are 45 total assessable properties in the proposed project.**

**The Sussex County Engineering Department received a formal request from the President of the Condominium Association on June 10, 2015, to initiate the Chapter 96 process as per Sussex County Code. The request was to repair, repave, and address minor drainage issues for all existing subdivision streets. The Sussex County Engineering Department compiled a construction cost estimate, approved by the County Engineer and Finance Director, in December 2015, with the total project cost estimated at \$85,442.79 and the annual assessment rate per assessable parcel estimated at \$234.10 for a 10-year time period (or the option of a one-time lump sum payment estimated to be \$1,898.73 per assessable parcel).**

**Mrs. Deptula reported that a petition form was compiled by the Engineering Department and mailed out to all assessable property owners on December 11, 2015, including the cost estimate. Valid petitions were received from 28 property owners, representing 62 percent of the total assessable parcels, which meets the County Code requirement of more than 50 percent. Notice of a public meeting to be held on April 2, 2016, was mailed to all property owners on March 10, 2016, along with the cost estimate, the project layout map, and a list of assessable tax parcels to be included in the project.**

**The Engineering Department held the community meeting on April 2, 2016, at the Sterling Crossing Clubhouse to review the proposed project. The**

**Estates  
of Sea  
Chase  
Proposed  
Chapter 96  
Project  
(continued)**

**main improvement being considered is the installation of two inches of Type C hot mix on all streets except Adriatic Drive, which would receive 2-1/2 inches of Type C hot mix.**

**Mrs. Deptula presented a resolution for Council's consideration and approval of the project's inclusion in the Chapter 96 program, and providing for an election to be held on Friday, May 20, 2016, at the offices of Right Property Management, 20245 Bay Vista Road, Rehoboth Beach, from the hours of 2:00 to 7:00 p.m., with the provision of absentee ballots. The election will make the final determination if the project would move forward. If the election is voted in favor, construction is expected to begin in the fall.**

**M 195 16  
Adopt  
R 007 16/  
Proposed  
Chapter 96  
Project/  
Estates  
of Sea  
Chase**

**A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to adopt Resolution No. R 007 16 entitled "A RESOLUTION ESTABLISHING A DATE, TIME, PLACE AND JUDGE FOR AN ELECTION TO BE HELD TO CONSIDER THE ESTATES OF SEA CHASE PROPOSED CHAPTER 96 SUSSEX COMMUNITY IMPROVEMENT PROJECT."**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Discussion  
and Possible  
Introduc-  
tion of  
Ordinance  
Relating  
to Signs**

**Jamie Sharp, Assistant County Attorney, provided for discussion purposes a red-lined version of the current Sussex County Code relating to signs, as well as a Proposed Ordinance entitled "AN ORDINANCE TO AMEND THE CODE OF SUSSEX COUNTY, CHAPTER 115 ("ZONING"), ARTICLE XXI ("SIGNS") for possible introduction. Mr. Sharp advised this presentation is a follow-up from the March 15, 2016, report to Council regarding the Sign Ordinance. The Sign Ordinance Working Group has met to review comments received at that meeting and afterwards, and the issues being addressed at this time include (1) definitions, (2) billboards, (3) electronic message centers, and (4) enforcement.**

**Mr. Sharp reviewed the following information regarding proposed changes to the current Sign Ordinance:**

**Definitions**

- Newly Defined Terms**
  - 1. Abandoned On-Premises / Off-Premises Signs**
  - 2. Public Lands**
  - 3. Sign Copy**
  - 4. Sign Face**
  - 5. Sign Structure**



**Discussion  
and Possible  
Introduc-  
tion of  
Ordinance  
Relating  
to Signs  
(continued)**

6. **Changeable Sign**
  7. **Non-Conforming Sign**
  8. **V Sign**
- **Revised Definitions**
    1. **Animated Signs**
    2. **Multi-faced Signs**
    3. **Bulletin Board**
    4. **Electronic Message Center (EMC)**
      - A. **On-Premises Electronic Message Center**
      - B. **Off-Premises Electronic Message Center**
  - **Definitions Related to Electronic Message Centers**
    1. **Candela & Candela Per Square Meter**
    2. **Foot Candle**
    3. **Illuminance**
    4. **Luminance**
    5. **Lux**
    6. **Nit**
    7. **SI**

**Proposed Signs to be Prohibited**

- **Animated Signs**
- **Abandoned Signs which have been abandoned for 6 months**
- **Mirror Signs**
- **V Signs**
- **Signs with more than 2 sign faces**

**Fees & Permitting**

- **Removed language requiring identification of sign owner and permit number on the sign**
- **Increased fees:**
  - **Construction permit**
    - Current - 50 cents / square foot - \$25 minimum for signs > 32 square feet**
    - Proposed - 65 cents / square foot - \$32 minimum for signs > 32 square feet**
  - **Annual fees**
    - Current - 25 cents / square foot - \$25 minimum for signs > 32 square feet - \$7.50 one-time fee for signs < 32 square feet**
    - Proposed - 32 cents / square foot - \$32 minimum for signs > 32 square feet - \$10 one-time fee for signs < 32 square feet**

**Mr. Cole questioned if the proposed fees would subsidize any new enforcement measures. Mr. Lawson advised that the fees were developed based on the hiring of one new employee. If it is found that more than one**

**Discussion and Possible Introduction of Ordinance Relating to Signs (continued)**

**additional employee is necessary for enforcement, the ordinance would have to be amended.**

**On-Premises Signs**

1. **On-premises wall size limitation language**
  - **Current** - 150 square feet max or 15 percent of total footage of wall area where wall exceeds 1,000 square feet
  - **Proposed** - 150 square feet maximum
2. **On-premises Ground Sign**
  - **Current** - One sign allowed per street or road frontage per parcel
  - **Proposed** - One sign allowed per parcel

**Off-Premises Signs**

1. **Current**
  - Distinguishes between signs which are less than 200 square feet from signs which are greater than 200 square feet
  - Difference is that the side yard setback is less for the smaller signs

**Proposed**

- Removes that distinction
- Treats all off-premises signs the same

2. **Current**
  - Front Yard Setback – 25 feet
  - Rear Yard Setback – None
  - Side Yard Setback – 20 feet / 50 feet

**Proposed**

- Front Yard Setback – 40 feet
- Rear Yard Setback – Equal to the required rear yard setback for a building in that district
- Side Yard Setback – 50 feet

3. **Current**
  - Separation distance of 300 feet from dwelling, church, school, or public lands

**Proposed**

- Separation distance of 500 feet from dwelling, church, school, or public lands

**Public Lands Definition**

- Land use for a park, recreation area, historical site, wildlife refuge, public forest land, preservation land, or greenway
- Owned by U.S., State, municipality, or political subdivision thereof

**Discussion  
and Possible  
Introduc-  
tion of  
Ordinance  
Relating  
to Signs  
(continued)**

- **Includes lands placed in an agricultural preservation program**
  - **Expressly excludes public roads, streets, and right-of-ways**
- 4. Current**
- **Separation distance of 300 feet from other off-premises signs**
- Proposed**
- **Separation distance of 1,000 feet from other off-premises signs**
  - **Separation distance of 50 feet from on-premises signs**

**Off-Premises Signs – Height**

- **Current - Height limitation of 25 feet**
- **Proposed - Height limitation of 35 feet**

**Off-Premises Signs – Miscellaneous**

- **Proposed**
  - **Express limitation of no more than 2 signs per off-premises sign structure**
  - **No side can exceed 300 square feet – status quo**
  - **Stacked and side-by-side off-premises signs expressly prohibited**
  - **No variances allowed for off-premises signs**
  - **Applicants for a special use exception must provide a Letter of No Objection from DelDOT**

**Enforcement**

- **Current**
  - **Disposal fee - \$25**
- **Proposed**
  - **Removal fee - \$100**
  - **Liable for fines of not less than \$100 up to \$1,000 – each day is considered a separate offense**

**Mr. Cole asked about the issuance of on-the-spot fines for violators, which would make the process more efficient and streamlined for the County as well as the public. Mr. Sharp advised that the Code Enforcement Office would have that capability.**

**Lumination Standards**

- **Proposed language to insert in addition to current standards**
  - **Signs with external illumination must be fully shielded**
  - **Maximum luminance level of 250 Nits beginning 1/2 hour before sunset until sunrise**

**Discussion and Possible Introduction of Ordinance Relating to Signs (continued)**

**Electronic Message Centers**

- New Section of Code to be created for EMCs
- Removed and consolidated previous references to EMCs
- Only allowed in B-1, M, UB, C-1, CR-1, LI-1, LI-2, and HI-1 districts – status quo
- Messages must be fixed for 10 seconds
- Change in message copy must be completed in 1 second or less
- Default provision to freeze sign or shut down if malfunction occurs
- Prohibition on animation, flash, and scrolling
- Must comply with luminance standards
- Automatic dimming controls required
  - Applicant must supply documentation to confirm
- Prohibition on signs which attempt to direct traffic or appear similar to traffic signs
- Sign copy must remain fixed from sunset to sunrise
- No noises may be emitted from EMCs
- No variances allowed from EMC requirements
- On-Premises EMCs permissible with special exception
- Off-Premises EMCs prohibited

**Non-Conforming Off-Premises Signs**

- May be maintained unless totally destroyed
- Prohibition on reconstruction, expansion, or re-erection
- Conversion of non-conforming, off-premises signs to electronic message centers is prohibited
- Signs which are totally destroyed cannot be re-erected
- Definition of total destruction
  - 50 percent or more of supporting piles or structure
  - 75 percent or more of the facing
  - 25 percent of the piles or structure and 50 percent of the facing

Mr. Sharp stated the intent at the present time is to focus on the above issues; however, bandit signs, directional signs, temporary construction signs, instructional signs, and Clean Hands Ordinance amendments will be addressed at a later date.

**Introduction of Proposed Ordinance**

Mr. Cole introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE CODE OF SUSSEX COUNTY, CHAPTER 115 (“ZONING”), ARTICLE XXI (“SIGNS”). The Proposed Ordinance will be advertised for Public Hearing.

**Timeline/ Proposed Ordinance**

Mr. Lawson presented the following timeline relative to the Proposed Ordinance relating to signs:

**Timeline/  
Proposed  
Ordinance  
(continued)**

- **Introduction of Proposed Ordinance – April 19, 2016**
- **Planning and Zoning Commission Public Hearing – May 12, 2016**
- **Council Public Hearing – May 24, 2016**

**This schedule will allow sufficient time for the County to meet the moratorium deadline of June 15, 2016.**

**Grant  
Request**

**Mrs. Jennings presented a grant request for the Council’s consideration.**

**M 196 16  
Council-  
manic  
Grant**

**A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to give \$1,000.00 (\$250.00 from Mr. Cole’s Councilmanic Grant Account, \$250.00 from Mrs. Deaver’s Councilmanic Grant Account, \$250.00 from Mr. Wilson’s Councilmanic Grant Account, and \$250.00 from Mr. Vincent’s Councilmanic Grant Account) to Big Brothers Big Sisters of Delaware, Inc., for Sussex County Bowl for Kids’ Sake.**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Council  
Members’  
Comments**

**Council Members’ Comments**

**Mrs. Deaver questioned if County government is considered a business.**

**Mr. Arlett encouraged all Delaware voters to get out and vote in the Presidential Primary.**

**M 197 16  
Recess/  
Reconvene  
at West  
Complex**

**At 11:50 a.m., a Motion was made by Mrs. Deaver, seconded by Mr. Cole, to recess and to reconvene at the West Complex for the DelDOT Transportation Improvement Districts Workshop.**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**M 198 16  
Reconvene  
Regular  
Session**

**At 1:10 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Wilson, to reconvene for the purpose of holding a Workshop regarding DelDOT Transportation Improvement Districts.**

**Motion Adopted: 5 Yeas.**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Yea;  
Mr. Vincent, Yea**

**Workshop/  
DelDOT  
Transportation  
Improvement  
Districts**

**A Workshop on Transportation Improvement Districts (TIDs) was held.**

**The following were in attendance:**

<b>Michael H. Vincent</b>	<b>President, Sussex County Council</b>
<b>Samuel R. Wilson, Jr.</b>	<b>Vice President, Sussex County Council</b>
<b>Robert B. Arlett</b>	<b>Sussex County Councilman</b>
<b>George B. Cole</b>	<b>Sussex County Councilman</b>
<b>Joan R. Deaver</b>	<b>Sussex County Councilwoman</b>
<b>J. Everett Moore, Jr.</b>	<b>County Attorney</b>
<b>Todd F. Lawson</b>	<b>County Administrator</b>
<b>Lawrence B. Lank</b>	<b>Director of Planning and Zoning</b>
<b>Janelle Cornwell</b>	<b>Planning and Zoning Manager</b>
<b>Hans Medlarz</b>	<b>County Engineer</b>
<b>Joe Wright</b>	<b>Assistant County Engineer</b>
<b>T. William Brockenbrough, Jr.</b>	<b>DelDOT – County Coordinator</b>
<b>Drew Boyce</b>	<b>DelDOT – Director, Planning</b>
<b>Marc Coté</b>	<b>DelDOT – Assistant Director, Planning and Development Coordination</b>
<b>Bobbie Geier</b>	<b>DelDOT – Assistant Director, Statewide and Regional Planning</b>

**Mr. Lawson stated that the purpose of the Workshop is to allow DelDOT an opportunity to provide an overview and answer any questions Council may have regarding the creation of Transportation Improvement Districts in Sussex County.**

**Discussion was held regarding the process and benefits of establishing TIDs. The following topics were covered:**

- **What is a TID?**
- **Why create a TID?**
- **How is a TID created?**
- **What happens in a functioning TID?**
- **What would County Council need to do to start process?**
- **Characteristics of a good TID**

**It was the consensus of Council that DelDOT representatives work with County staff to develop a pilot TID that would be specific to a certain area in Sussex County and to revisit this matter at a later date.**

**M 199 16  
Adjourn**

**A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to adjourn at 2:35 p.m.**

**Motion Adopted: 4 Yeas, 1 Nay.**

**M 199 16  
(continued)**

**Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;  
Mr. Arlett, Yea; Mr. Wilson, Nay;  
Mr. Vincent, Yea**

**Respectfully submitted,**

**Susan W. Webb  
Administrative Secretary**

*{An audio recording of this meeting (a.m. session only) is available on the  
County's website.}*