



Sussex County Council Public/Media Packet

**MEETING:
November 12, 2013**

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**Sussex County Council
2 The Circle | PO Box 589
Georgetown, DE 19947
(302) 855-7743**

MICHAEL H. VINCENT, PRESIDENT
SAMUEL R. WILSON JR., VICE PRESIDENT
GEORGE B. COLE
JOAN R. DEEVER
VANCE PHILLIPS



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Sussex County Council

A G E N D A

NOVEMBER 12, 2013

10:00 A.M.

Call to Order

Approval of Agenda

Approval of Minutes

Reading of Correspondence

Presentation by Randal Wiedemann, R.A. Wiedemann & Associates, Inc. – Sussex Airport Business Plan

Todd Lawson, County Administrator

1. Administrator's Report

Gina Jennings, Finance Director

1. Investment Portfolio Analysis

Hal Godwin, Deputy County Administrator

1. Wastewater Agreement

A. Americana Bayside, Phase 1 – Revision 3

Grant Requests

1. Fenwick Island Lions Club for program expenses.
2. Sussex County Foster Parent Association for Annual Holiday Party.



3. Rehoboth Concert Band for operating expenses.
4. Town of Blades Kids Christmas for bazaar expenses.
5. Mason Dixon Woodworkers for toys for needy children.
6. Punkin Chunkin Association for expenses.

Introduction of Proposed Zoning Ordinances

Any Additional Business Brought Before Council

Executive Session – Personnel and Pending/Potential Litigation pursuant to 29 Del. C. §10004(b)

Possible Action on Executive Session Items

Sussex County Council meetings can be monitored on the internet at www.sussexcountyde.gov.

In accordance with 29 Del. C. §10004(e)(2), this Agenda was posted on November 5, 2013 at 5:15 p.m., and at least seven (7) days in advance of the meeting.

This Agenda was prepared by the County Administrator and is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting.

Agenda items listed may be considered out of sequence.

#

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, OCTOBER 29, 2013

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, October 29, 2013, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

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

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

**Call to
Order**

Mr. Vincent called the meeting to order.

**M 500 13
Approve
Agenda**

A Motion was made by Mr. Wilson, seconded by Mr. Phillips, to approve the Agenda, as posted.

Motion Adopted: 5 Yeas.

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

Minutes

The minutes of October 22, 2013 were approved by consent.

**Adminis-
trator's
Report**

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

1. Project Receiving Substantial Completion

Per the attached Engineering Department Fact Sheet, Warrington Creek – Phase 9 (a/k/a Sawgrass) received Substantial Completion effective October 22, 2013.

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

**Intro-
duction
of New
County
Website**

Tom Glenn, Director of Information Technology, reported that the IT Department has been working the past several months on an overhaul project to improve the County's website to make it more user friendly, to eliminate some of the congestion and clutter, and to optimize the site for a seamless experience on PCs, tablets and smartphones. Overall, the goal in

**Intro-
duction
of New
County
Website
(continued)**

this initiative is to improve the public's experience using the County's website. The nearly year-long project is the first major revamp of the County's online presence in more than five years. Mr. Glenn reported that the use of the County's website has grown by more than 63 percent in the past seven years, from an average of approximately 78,000 site visits per month in 2006 to more than 127,000 site visits per month, on average, in 2013. The overhauled website, designed by [Digital Eye, LLC](#) with support from the County, is the fourth major redesign of the County's online presence since the first site was launched in the mid-1990s.

Mr. Glenn reported that the County is ready to launch its new website on this date, October 29th. Mr. Glenn and Debbie Morris made a presentation including a live demonstration, of the new site, its features and some of the new functionality. Improvements to the site include: revised navigation bars with a simplified, more intuitive grouping of topics; a consolidated online payment center for customers to easily pay taxes, as well as sewer service and connection charges; an expanded index of frequently requested County services, as well as links to services provided by the State, Federal and non-profit agencies; an expanded news and events section on the front page to highlight recent and upcoming events in County government; and incorporation of the Google Translate service, which allows non-English-reading users to utilize the site. Sussex County's online address remains the same at www.sussexcountype.gov.

Mr. Lawson introduced a new slogan for the County which is proposed to appear on the header of the new website. Mr. Lawson explained that staff was asked to brainstorm on a new slogan and the result was "*Discover Our Roots*". Mr. Lawson and Chip Guy, Director of Communications, discussed the rationale of selecting this as the new slogan; the County's current slogan is "*Your Business Partner*". Mr. Lawson asked the Council members if they agree that this is a good slogan. Several of the Council members were not in agreement and it was decided that the members will consider the slogan and it will be discussed again at a later date.

**Public
Hearing/
West
Rehoboth
SSD/
Homestead
B&B
Annexation**

A Public Hearing was held to consider the proposed expansion of the West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District to include lands of Judith K. Hedrick and Mary J. Ford (Homestead B&B Annexation).

John Ashman, Director of Utility Planning Division, reported that the parcel requesting annexation is located at the corner of Warrington Road and Old Landing Road being operated as Homestead Bed & Breakfast. The expansion is based on a written request from the landowners stating that they recently found out that their current cesspool is operating as a non-conforming system per DNREC and the parcel cannot be sold as is. The property is able to gain sewer service by connecting to an existing sewer lateral previously placed at the property's right-of-way. The parcel consists of approximately 2.00 acres more or less. The property owners will be subject to system connection charges of \$4,822.00 per EDU based on July 1,

**Public
Hearing
(continued)**

2013 – June 30, 2013 rate.

There were no public comments and the Public Hearing was closed.

**M 501 13
Adopt
R 014 13
West
Rehoboth
SSD/
Homestead
B&B
Annexation**

A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, to Adopt Resolution No. R 014 13 entitled “A RESOLUTION TO EXTEND THE BOUNDARY OF THE WEST REHOBOTH EXPANSION OF THE DEWEY BEACH SANITARY SEWER DISTRICT (WRSSD) TO INCLUDE ONE PARCEL OF LAND ALONG STATE ROUTE NO. 274 (OLD LANDING ROAD), WEST OF THE TOWN OF REHOBOTH BEACH, SITUATE IN THE LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, DELAWARE”.

Motion Adopted: 5 Yeas.

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

**Consultant
Selection
for the
North
Coastal
Planning
Area**

Joe Wright, Assistant County Engineer, reported that on Tuesday, October 15th, he presented a request for approval to select a consultant to provide planning, design, and construction inspection and administration services for water and wastewater in the North Coastal Planning Area for a five (5) year period effective upon Council’s approval and successful negotiation of an agreement. Seven consultants responded to a Request for Proposals and three of the firms were short-listed to provide a formal presentation.

The Engineering Department recommends that the Contract be awarded to Whitman, Requardt & Associates. Mr. Wright noted that the selection process was performed by a Selection Committee according to County procedures. The members of the Selection Committee are: Kathy Roth, Budget and Cost Manager; Andrea Wall, Contract Administrator; John Ashman, Director of Utility Planning; Heather Sheridan, Director of Environmental Services; and Juel Gibbons, Project Engineer.

Mr. Wright reported that the scope of services was approved by the County Administrator and a committee was appointed to evaluate the consultant applications. Initially, seven consultants responded to the request for proposals and three of those firms were shortlisted for formal presentations. Final selection was based on factors including overall presentation quality and content, experience on similar water and wastewater systems, experience coordinating with USDA and State Revolving Fund, quality of the project team, accessibility, construction inspection and management, and cost.

Mr. Wright reported that the shortlisted firms were individually and collectively ranked, as follows: 1) Whitman Requardt & Associates, 2) Hazen & Sawyer, 3) George Miles & Buhr. Mr. Wright reported that Whitman Requardt & Associates has provided Sussex County continuous

**Consultant
Selection
for the
North
Coastal
Planning
Area
(continued)**

planning and engineering services since 1995.

The following questions were raised and answered:

Mr. Phillips: How was the original seven brought down to three?

Mr. Wright: Each of the packages were reviewed individually by each member of the committee and rated; each committee member reviewed all 7 proposals to rank them and then the rankings were compared in a group forum. There was a vote by the Selection Committee to create a shortlist of three.

Mr. Phillips: Who created the criteria?

Mr. Wright: The Committee met in advance to talk about the items deemed to be critical in the proposal and how the proposal could be uniformly evaluated.

Mr. Phillips: What is the expected cost of this contract?

Mr. Wright: This is a five year proposal and all of the projects are not yet determined – an amount cannot be set exactly. Based on past experience, it could value \$1 million per year (it could be less, it could be more).

Mr. Phillips: Do you have any idea how much it cost us for the last five year contract?

Mr. Wright: It was an average of \$1 million plus per year for each of the five years.

Mr. Phillips: Does the Finance Director have a sense of what that previous contract cost?

Mrs. Jennings: There were two contracts that totaled approximately \$1.8 million (for the past five year contract).

Mr. Wright: This was for North Coastal and South Coastal since the same firm had both agreements.

Mr. Phillips: Was the last five years the first time we created a North Coastal Plan?

Mr. Wright: The last five years ended in 2009 (starting in 2004) and should have been redone; that is why they are anxious to get a new one.

Mr. Izzo: The North Coastal Planning Area was established in approximately 2007.

Mr. Phillips: If we spent \$1 million on the first, this would be considered an

**Consultant
Selection
for the
North
Coastal
Planning
Area
(continued)**

update?

Mr. Izzo: The County has a five year capital plan in the budget for work that is anticipated, i.e. a Goslee Creek Pumping Station, upgrades to the Wolfe Neck Treatment Facility, Herring Creek Sanitary Sewer District and a Water District, and potentially, work at the Inland Bays Regional Wastewater Facility.

Mr. Phillips: Will there be a *Do Not Exceed* amount?

Mr. Izzo: Anything that exceeds \$50,000 is brought to the County Council for approval – no matter what type of contract.

Mr. Phillips stated that, five years ago, the Council was concerned that too much work was going to one firm and when you look at the five year totals, Whitman Requardt & Associates (WR&A) has received \$8.8 million and for the other firms, the highest total received is \$1.2 million. Mr. Phillips expressed concern that “this firm (WR&A) is getting far and above the lion’s share of our work”. He stated that, because of the professional review selection process, the County is unable to (1) bid consultants or (2) hire a consultant based on the lowest cost.

Mr. Phillips questioned if this very large contract can be broken up with some of the other firms. Mr. Izzo replied that it could be shared among the three firms that were short-listed by the Selection Committee. Mr. Izzo stated that there is a mandate with performing planning work and sewer work in the North Coastal Planning Area that our consultant firms don’t do any work for developers because it does represent a conflict; so a lot of the other firms are not willing to give up the developer work in the North Coastal Planning Area. Mr. Izzo noted that the Engineering Department has a history of bringing contracts to the Council and they all get voted on and approved by the Council, and each one is looked at for cost effectiveness. Mr. Izzo also stated that the best firm was selected and the Selection Committee members agree that the first choice (WR&A) is the best choice.

Mr. Wilson commented that, when Engineering brings in a whole lot of numbers, what does Council members know without really going through the contract and he questioned if the figures are really honest or not. Mr. Izzo responded: “I can assure you they are honest Mr. Wilson.”

Heather Sheridan, Director of Environmental Services, stated that the Selection Committee spent a lot of time on the selection process; that they have worked with WR&A since 1995; that together they have designed and constructed over 600,000 feet of sewers, two major plant upgrades, 35 pump stations; that the firm is responsive, dedicated, and professional; that the firm provides high quality engineering services at budget or under-budget; that the Selection Committee’s decision was unanimous and the members all agree that it would be in the best interest of Sussex County to hire

(continued) WR&A as the consultants for North Coastal; and that WR&A is the best consulting engineer for this job.

In response to comments made by Mr. Phillips regarding a “cozy” relationship with WR&A, Ms. Sheridan objected and stated that the relationship is a professional one.

M 502 13 A Motion was made by Mr. Phillips, seconded by Mr. Wilson, to split the Split contract among the top three engineering consultants.

North Coastal Planning Area [Prior to the vote, Mr. Wright pointed out that the Request for Proposals was very specific and indicated that a selection would be made to one firm.]

5-Year Motion Denied: 3 Nays, 2 Yeas.

Contract

DENIED

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

M 503 13 A Motion was made by Mr. Cole, seconded by Mrs. Deaver, based upon the Approve the recommendation of the Sussex County Engineering Department, that the Selection of WR&A/ Sussex County Council approves the selection of Whitman, Requardt & North Associates to provide water and wastewater consultant services for the Coastal Planning Area including but not limited to planning, engineering, design, and construction inspection and administration for a period of five years effective October 29, 2013.

Area Motion Adopted: 3 Yeas, 2 Nays.

5-Year

Contract

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

Pump Michael Izzo, County Engineer, presented a request to grant Substantial Station 30 Completion for South Coastal Regional Wastewater Facilities, Pump Improve- Station #30 Improvements Project. This project was broken down into two ments/ contracts; Bearing Construction upgraded the pump station and Bunting Substantial and Murray Construction constructed a new force main. Mr. Izzo reported Completion that the work is complete.

M 504 13 A Motion was made by Mr. Cole, seconded by Mrs. Deaver, based upon the Grant recommendation of the Engineering Consultants and the County Substantial Engineering Department that the Sussex County Council grants substantial Completion/ completion effective July 24, 2013 for Sussex County Contract No. 09-17, Pump South Coastal Regional Wastewater Facilities Pump Station #30 Station 30 Improvements, to Bearing Construction and that final payment be made Improve- and any held retainage be released in accordance with the terms and ments conditions of the contract documents.

**M 504 13
(continued)**

Motion Adopted: 5 Yeas.

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

**Oak
Orchard
Hot Mix
Patching
Project/
Bid
Results**

Michael Izzo, County Engineer, presented the bid results for Sussex County Project No. 13-12, the Oak Orchard Hot Mix Patching. Five bids were received and the apparent low bidder was Chesapeake Paving & Sealing of Parsonburg, Maryland in the total bid amount of \$73,975.00 (Base Bid - \$73,175.00 and Total Contingent Items - \$800.00)

Mr. Izzo explained that last year, during Superstorm Sandy, when the waters receded from the Oak Orchard area, there were areas of sewer trenches which settled in two developments (River Village and Driftwood Village) located off of Oak Orchard Road. The work was out of warranty although the contractor, Teal Construction, did come back and do immediate repairs; however, they are not a paving contractor. Funds were allocated in this year's Fiscal Budget to repave areas where the trench settlement occurred.

**M 505 13
Award
Bid/
Oak
Orchard
Hot Mix
Patching
Project**

A Motion was made by Mr. Cole, seconded by Mr. Phillips, based upon the recommendation of the Engineering Department, that Sussex County Project No. 13-12, Oak Orchard Hot Mix Patching, be awarded to Chesapeake Paving & Sealing of Parsonburg, Maryland at the bid amount of \$73,975.00.

Motion Adopted: 5 Yeas.

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

**Old
Business/
Proposed
Ordinance
Relating
to Excessive
Dog
Barking**

Under Old Business, the Council considered the Proposed Ordinance entitled "AN ORDINANCE TO ADOPT CHAPTER 97 OF THE CODE OF SUSSEX COUNTY, ENTITLED "EXCESSIVE DOG BARKING" WHICH SHALL DEFINE "EXCESSIVE DOG BARKING" AND CREATE ENFORCEMENT PROVISIONS AND PENALTIES FOR FAILURE TO COMPLY WITH THIS CHAPTER".

The County Council held a Public Hearing on the Proposed Ordinance on September 10, 2013 at which time the Public Hearing was recessed for a period of approximately six weeks.

Mr. Moore reported that, at the October 22nd meeting, Mr. Cole raised the following question regarding the Proposed Ordinance: Could the County put a one year term limit on the ordinance? Mr. Moore stated that a one year term limit could be placed on the Proposed Ordinance; however, in order to do that, the Council would have to go through the Public Hearing

**Old
Business/
Proposed
Ordinance
Relating
to Excessive
Dog
Barking
(continued)**

process again in one year; there is no way it could automatically come back up. Mr. Moore suggested that one way of doing this would be to pass the Proposed Ordinance, as presented, and after one year, if it is not working or if there is a problem, the Council could introduced an ordinance to have it repealed or amended.

Mr. Moore stated that he also looked into the enforcement aspect of the Proposed Ordinance. The Proposed Ordinance states that “This ordinance shall be enforced by the Sussex County Constable, or his designee.” Mr. Moore stated that, if the Council chooses to adopt the Proposed Ordinance, he suggests that the Council add language to clarify that, i.e. a Motion adding in “Dog Control Agent”, an individual employed by the County or employed by an independent contractor of the County for the purpose of enforcing dog control laws, rules, regulations, and ordinances, including this Chapter (Chapter 97) and Chapter 60 of the Sussex County Code; this way, any dog control subcontractor would be covered. Mr. Moore clarified that a Motion could be made to change the sentence to “This ordinance shall be enforced by the Sussex County Constable, or other dog control agent as defined herein.” Mr. Phillips questioned if “Sussex County Constable” can be taken out of the enforcement altogether.

Mr. Vincent stated that he was under the understanding that the Kent County SPCA, Sussex County’s dog control agent, was going to be able to enforce the excessive dog barking ordinance with their current staff. However, now he has been told that they will have to hire staff to enforce this ordinance. Mr. Lawson confirmed this and stated that Sussex County is in negotiations with Kent County SPCA because the contract expires at the end of this year and a new contract will have to be negotiated. Mr. Lawson stated that Kent County SPCA initially indicated that the current contract would absorb the work resulting from the excessive dog barking ordinance; however, they have changed their position and said that perhaps there would be additional costs if they had to administer the ordinance. Mr. Vincent expressed concern about this and stated that, in the negotiation process, it needs to be determined if there are additional costs prior to the County adopting this Proposed Ordinance. Mr. Vincent suggested that the Proposed Ordinance be tabled until such time that the contract with Kent County SPCA has been re-negotiated and it is known if there is an additional cost (and what the cost will be) to enforce excessive dog barking regulations.

**M 506 13
Defer
Action on
Proposed
Ordinance
Relating
to Excessive
Dog
Barking**

A Motion was made by Mr. Phillips, seconded by Mr. Wilson, to defer action on the Proposed Ordinance entitled “AN ORDINANCE TO ADOPT CHAPTER 97 OF THE CODE OF SUSSEX COUNTY, ENTITLED “EXCESSIVE DOG BARKING” WHICH SHALL DEFINE “EXCESSIVE DOG BARKING” AND CREATE ENFORCEMENT PROVISIONS AND PENALTIES FOR FAILURE TO COMPLY WITH THIS CHAPTER” until such time as the contract with Kent County SPCA has been re-negotiated and it is known if there is an additional cost for the enforcement of excessive dog barking regulations.

**M 506 13
(continued)**

Motion Adopted: 5 Yeas.

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

**M 507 13
Table
Agenda
Item**

A Motion was made by Mr. Wilson, seconded by Mr. Phillips, to table the Agenda item entitled “Discussion of Proposed Policy Relating to Excessive Dog Barking Complaints”.

Motion Adopted: 5 Yeas.

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

**Grant
Requests**

Mrs. Jennings presented grant requests.

**M 508 13
Council-
manic
Grant**

A Motion was made by Mr. Phillips, seconded by Mr. Cole, to give \$500.00 (\$125.00 each from Mr. Cole’s, Mr. Phillips’, Mr. Vincent’s and Mr. Wilson’s Councilmanic Grant Accounts) to the Delaware Devil Dogs Detachment 780 for the 238th Marine Corps Birthday Ball.

Motion Adopted: 5 Yeas.

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

**M 509 13
Council-
manic
Grant**

A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to give \$500.00 (\$250.00 each from Mr. Cole’s and Mrs. Deaver’s Councilmanic Grant Accounts) to the IMMANUEL Homeless Shelter for operating expenses.

Motion Adopted: 5 Yeas.

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

**Additional
Business**

Under Additional Business, Joseph Myer, Lew Podolske, Dotty LeCates, and Ken Haynes spoke in regards to their concerns about the Board of Adjustments' approval of the Allen Harim application to use the former Vlastic pickle plant as a poultry processing plant. They stated that they have concerns about health, safety, environment and traffic; that the Board of Adjustment made an improper decision; that there will be renovations and new construction; that they are all on wells; and that the heavy traffic will go by schools. Informational booklets were distributed to members of the Council. Mr. Hayes referenced that the M&T site was a Superfund Site and he questioned why there is no proactive maintenance and why

**Additional
Business
(continued)**

these sites appear. [The speakers were advised that there has been a Public Hearing on this matter and public comments were heard and that the Board of Adjustment is its own entity and the Council cannot overrule the Board's decision.]

Norma Hoffman spoke in regards to a gun range/the discharging of firearms in a residential area. She questioned the State and County gun regulations. It was decided to put this matter on a future agenda of the Council for discussion purposes.

**M 510 13
Recess
and
Go Into
Executive
Session**

At 11:58 a.m., a Motion was made by Mrs. Deaver, seconded by Mr. Phillips, to recess the Regular Session and go into Executive Session for the purpose of discussing issues relating to personnel, pending/potential litigation and land acquisition.

Motion Adopted: 5 Yeas.

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

**Executive
Session**

At 12:00 Noon, an Executive Session of the Sussex County Council was held in the Caucus Room of the Council Chambers to discuss matters relating to personnel, pending/potential litigation, and land acquisition. The Executive Session concluded at 12:43 p.m.

**M 511 13
Reconvene
Regular
Session**

At 12:45 p.m., a Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to come out of Executive Session and to reconvene the Regular Session.

Motion Adopted: 5 Yeas.

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

Action

There was no action on Executive Session matters.

**M 512 13
Adjourn**

A Motion was made by Mr. Wilson, seconded by Mr. Cole, to adjourn at 12:46 p.m.

Motion Adopted: 5 Yeas.

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

Respectfully submitted,

**Robin A. Griffith
Clerk of the Council**

DRAFT

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, NOVEMBER 5, 2013

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, November 5, 2013, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

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

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

**Call to
Order**

Mr. Vincent called the meeting to order.

**M 513 13
Amend
and
Approve
Agenda**

A Motion was made by Mr. Wilson, seconded by Mr. Phillips, to amend the Agenda by deleting "Approval of Minutes" and to approve the Agenda, as amended.

Motion Adopted: 5 Yeas.

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

**Delaware
Transit
Corporation
Public
Hearing
Workshop**

Mrs. Deaver announced that the Delaware Transit Corporation will conduct a Public Hearing Workshop on Tuesday, November 5th, from 4:00 p.m. to 7:00 p.m. at the CHEER Community Center in Georgetown to obtain comments on DART's proposed Transit Redesign Plan. The proposed Plan includes fixed route bus service expansion, para-transit service model changes, and a fare increase.

**Procla-
mation**

Mr. Lawson read a Proclamation of the Sussex County Council entitled "A PROCLAMATION TO RECOGNIZE PANCREATIC CANCER AWARENESS MONTH".

**Proposed
2014
Holiday
Schedule**

Mr. Lawson presented the proposed 2014 Holiday Schedule:

New Year's Day	January 1 (Wednesday)
Martin Luther King, Jr. Day	January 20 (Monday)
Good Friday	April 18 (Friday)

**Proposed
2014
Holiday
Schedule
(continued)**

Memorial Day	May 26 (Monday)
Independence Day	July 4 (Friday)
Labor Day	September 1 (Monday)
Election Day	November 4 (Tuesday)
Return Day	November 6 (Thursday)
Veterans Day	November 11 (Tuesday)
Thanksgiving Day	November 27 (Thursday)
Day After Thanksgiving	November 28 (Friday)
Christmas	December 25 (Thursday) December 26 (Friday)

[The County grants two floating holidays to eligible employees per calendar year in accordance with the Floating Holiday Policy.]

**Proposed
2014
County
Council
Schedule**

Mr. Lawson presented the proposed County Council (no meeting) Schedule for 2014:

March 4	NACo Conference
March 11	Winter Holiday
April 22	Easter/Spring Holiday
May 27	Memorial Day Holiday
July 1	Summer Holiday
July 8	Summer Holiday
August 26	Summer Holiday
September 2	Labor Day Holiday
November 4	Election Day
November 11	Veterans Day
November 25	Thanksgiving Holiday
December 23	Christmas Holiday
December 30	Christmas Holiday

**M 514 13
Adopt
2014
Holiday/
County
Council
Schedule**

A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, to adopt the 2014 Holiday Schedule and County Council Schedule.

Motion Adopted: 5 Yeas.

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

**Adminis-
trator's
Report**

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

- Federal Emergency Management Agency Flood Map Meeting**

**Adminis-
trator's
Report
(continued)**

Sussex County will join the Federal Emergency Management Agency in hosting a public meeting in early December for property owners and residents to review proposed changes to federally-mandated flood plain maps that could have implications on future construction and homeowner insurance rates.

At that meeting, representatives of County government, the Delaware Department of Natural Resources and Environmental Control, FEMA and their mapping partners will be on hand to explain the proposed Flood Insurance Rate Maps (FIRM) for Sussex County.

The maps, which identify flood-prone areas within the county and have been updated for the first time since 2005 using modern mapping technology and improved information, are used by insurance companies to determine flood insurance rates for buildings and contents.

Sussex County is required to adopt updated maps to continue participating in the National Flood Insurance Program (NFIP) and make flood insurance available to the community.

The open house meeting will be held from 4 to 6 p.m. Monday, Dec. 2, at the CHEER Community Center, 20520 Sand Hill Road, in Georgetown.

Information is available now on the County's website at www.sussexcountydela.gov/firm. Interactive mapping is also available at www.r3coastal.com. For more information, contact Sussex County Environmental and Flood Plain Manager Jeff Shockley at (302) 855-7884 or jcshockley@sussexcountydela.gov.

2. Sussex County Emergency Operations – Recovery Workshop

Sussex County Emergency Operations will hold a Recovery Workshop on Thursday, November 7, 2013. This workshop will be an opportunity for local, county, and state agencies, as well as first responders and private sector partners, to discuss the major issues facing Sussex County in the wake of a significant hurricane. It will also serve as an opportunity to discuss existing capabilities, to identify gaps and interdependencies among participating entity plans, and to determine needed future planning efforts. Registration begins at 8:00 AM at the CHEER Community Center, 20520 Sand Hill Road, in Georgetown.

3. Social Security Administration's Georgetown Office Update

The decision to move the Georgetown Social Security Administration (SSA) office was one reached between SSA and the U.S. General

**Adminis-
trator's
Report
(continued)**

Services Administration (GSA). At the time of the SSA and GSA report, there were a number of issues at play including cost of real estate, survey of SSA users and staff, and additional factors.

4. Delaware State Police Activity Report – September 2013

Per the attached Delaware State Police activity report for September, there were 3,990 total traffic arrests and 1,329 total criminal arrests. Of that 1,329, 503 were felony and 826 were misdemeanor criminal arrests. Of the total hours on duty spent, 38 percent were spent on criminal investigations.

5. Sussex County Emergency Operations Center Call Statistics – October 2013

Attached please find the call statistics for the Fire and Ambulance Callboard for October 2013. There were 16,034 total calls handled in the month of October. Of those 9-1-1 calls in October, 78 percent were made from wireless phones.

6. Project Receiving Substantial Completion

Per the attached Engineering Department Fact Sheet, Carillon Square received Substantial Completion effective October 30, 2013.

7. Veterans Day Holiday

County offices will be closed on Monday, November 11, in honor of Veterans Day. Offices will reopen on Tuesday, November 12, at 8:30 a.m., and Council will meet at 10:00 a.m.

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

**Discussion/
Adminis-
trator's
Report**

Mr. Phillips expressed concerns regarding the third item in the Administrator's Report (Social Security Administration's Georgetown Office Update); he stated that his concerns for his constituents relate to their traveling on Route 1 in the summertime to get to the Social Security Office and that it would be more convenient for most County residents to travel to Georgetown.

**M 515 13
Send
Letter to
National
Delegation/
Re: Moving
Social
Security
Office**

A Motion was made by Mr. Phillips, seconded by Mr. Cole, that the Sussex County Council directs that a letter be sent to the national delegation to look into the matter of the Social Security Office being relocated from Georgetown to Lewes; and if possible, to keep the Social Security Office in Georgetown.

Motion Adopted: 4 Yeas, 1 Nay.

**M 515 13
(continued)**

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

**Discussion/
Adminis-
trator's
Report**

Mrs. Deaver commented on the first item in the Administrator's Report - Federal Emergency Management Agency Flood Map Meeting. She questioned if the County has to adopt the maps and questioned if it will affect the County's zoning and approval of developments. Mr. Lawson responded that the County will have to review the maps and part of the exercise is that the Planning and Zoning Department will come before the Council with recommended changes. Mr. Lawson stated that he is aware that Lawrence Lank, Director of Planning and Zoning, is working with the State as well as with FEMA to look at the proposed recommendations.

Mrs. Deaver also commented on the second item in the Administrator's Report - Sussex County Emergency Operations – Recovery Workshop. She stated that, in her area, people live in communities with only one entrance and that she spoke with Lawrence Lank, Director of Planning and Zoning, who stated that entrance requirements are under the authority of DelDOT. Mrs. Deaver stated that two entrances are needed and she would like for this to be looked into in the future.

**Proposed
Fiscal
2014 Human
Service
Grants**

Mrs. Jennings presented a recommended list of agencies to receive the Fiscal 2014 Human Service Grants. She reported that there have been no changes in the process or level of funding compared to the last fiscal year. Mrs. Jennings noted that there has been one addition since the spreadsheets were distributed to the Council – Western Sussex Boys and Girls Clubs for an additional \$1,000.00.

Mrs. Jennings reported that the recommended grants are within the established budget; there are 85 agencies that are recommended to receive funds that total \$144,520.00:

Alzheimer's Association	\$ 500.00
The Arc of Delaware	\$1,000.00
Best Buddies Delaware	500.00
Big Brothers/Big Sisters of Delaware, Inc.	\$1,000.00
Booker Street Church of God	\$ 500.00
Cancer Support Community	\$ 500.00
Cape Henlopen Food Basket	\$ 500.00
Catholic Charities	\$1,000.00

Proposed Fiscal 2014 Human Service Grants (continued)	CHEER, Inc. – Home Service Program	\$2,500.00
	CHEER, Inc. – Short Term Emergency Home Health	\$1,000.00
	CHEER Centers	
	A. Georgetown	\$5,000.00
	B. Greenwood	\$5,000.00
	C. Harbour Lights (Lewes)	\$5,000.00
	D. Milton	\$5,000.00
	E. Roxana	\$5,000.00
	F. Coastal Leisure Center	\$5,000.00
	G. Long Neck (Pelican Cove)	\$5,000.00
	Church of God and Saints of Christ	\$ 900.00
	Cool Spring Civic Association	\$ 500.00
	Coverdale Crossroads Community Council, Inc.	\$ 500.00
	Dagsboro Boys & Girls Club	\$1,500.00
	Dagsboro Church of God	\$1,000.00
	Delaware Adolescent Program, Inc.	\$1,000.00
	Delaware Community Reinvestment Action Council, Inc.	\$ 500.00
	Delaware Crime Stoppers	\$ 500.00
	Delaware Foundation Reaching Citizens with Cognitive Disabilities	\$2,500.00
	Delaware Guidance Services	\$2,000.00
	Delaware Housing Coalition	\$2,000.00
	Delaware Lions Foundation	\$ 500.00
	Delaware Nature Society	\$1,000.00
	Delaware Police Chiefs' Council	\$ 870.00
	Delmarva Clergy United in Social Action Foundation	\$1,000.00
	Easter Seal Rehabilitation Center	\$1,000.00
	El Centro Cultural, Inc.	\$1,000.00

Proposed Fiscal 2014 Human Service Grants (continued)	Ellendale United Methodist Charge	
	Open Arms Food Pantry	\$ 500.00
	Everlasting Hope Ministries	\$1,000.00
	Family Outreach Multipurpose Community Center	\$ 500.00
	Food Bank of Delaware	\$ 500.00
	Georgetown Boys & Girls Club	\$1,500.00
	Girls State of Delaware	\$ 500.00
	Good Samaritan Aid Organization	\$1,000.00
	Grace Tabernacle of Deliverance Church, Inc.	\$1,000.00
	Greater Lewes Community Village	\$ 750.00
	Harvest Ministries, Inc.	\$1,000.00
	Junior Achievement	\$1,000.00
	Kent-Sussex Industries, Inc.	\$1,000.00
	Kiwanis Foundation of Coastal Delaware	\$1,000.00
	La Esperanza	\$1,500.00
	La Red Health Center	\$ 500.00
	Laurel Community Foundation	\$1,000.00
	Laurel Lions Club	\$1,000.00
	Lewes Historical Society	\$1,000.00
	Meals on Wheels of Lewes & Rehoboth, Inc.	\$6,000.00
	Milton Historical Society	\$1,000.00
	National Multiple Sclerosis Society	\$1,000.00
	New Coverdale Outreach Mission	\$1,000.00
	New Hope Recreation & Development Center	\$ 500.00
	Oak Orchard/Riverdale Boys & Girls Club	\$1,500.00

Proposed Fiscal 2014 Human Service Grants (continued)	People's Place	\$2,000.00
	Pinetown Civic Association	\$ 500.00
	Primeros Pasos, Inc.	\$ 500.00
	Read-Aloud Delaware	\$1,000.00
	Reading ASSIST Institute	\$ 500.00
	Rehoboth Beach Boys & Girls Club	\$1,500.00
	The Ronald McDonald House of Delaware	\$1,000.00
	Seaford Historical Society, Inc.	\$1,000.00
	Shechinah Empowerment Center	\$ 500.00
	Sussex County Senior Centers	
	A. Bridgeville	\$5,000.00
	B. Cape Henlopen	\$5,000.00
	C. Indian River	\$5,000.00
	D. Laurel	\$5,000.00
	E. Lewes	\$5,000.00
	F. Milford	\$5,000.00
	G. Nanticoke	\$5,000.00
	Sussex Community Crisis Housing Services, Inc.	\$2,000.00
	Sussex County Habitat for Humanity	\$1,000.00
	Sussex County Retired and Senior Volunteer Program Advisory Committee	\$ 500.00
	Sussex Family YMCA	\$1,000.00
	Sussex Pregnancy Care Center	\$1,000.00
	Teens in Perspective, Inc.	\$ 500.00
	UCOUNT, Inc.	\$ 500.00
	United Way of Delaware	\$1,000.00
	The Way Home Program	\$1,000.00
	Western Sussex Boys and Girls Club	
	Laurel Boys & Girls Club	\$1,500.00
	Seaford Boys & Girls Club	\$1,000.00

Grants (continued)	<u>YWCA</u>	<u>\$ 500.00</u>
	<u>Total</u>	<u>\$144,520.00</u>

M 516 13 **A Motion was made by Mr. Cole, seconded by Mr. Phillips, that the Sussex County Council approves the Fiscal Year 2014 Human Service Grants recommendation, as presented.**

Approve Human Service Grants **Motion Adopted: 5 Yeas.**

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

**Policy/
Council-
manic
Grants** **Mrs. Deaver questioned if the County has a policy/guidelines for Councilmanic Grants. Mrs. Jennings replied that an organization applying for funding must be a non-profit and that when a request is considered by the Council, she provides information on prior grants, if any.**

**Dental
and
Vision
Plan
Recommen-
dations** **Mrs. Jennings, along with Karen Brittingham, Director of Human Resources, and Mary Ellen McDonald with Insurance Buyers' Council (IBC), presented the results of the dental and vision Request for Proposals (RFP). A RFP was developed with the goals of a better benefit for employees while saving costs for the County. Through the RFP process, the County was able to identify carrier(s)/vendor(s) with whom Sussex County can partner to provide comprehensive dental and vision benefits to its employees and retirees; identify carrier(s)/vendor(s) who will provide value-added services to County employees and retirees; identify the best network option which should enhance savings opportunities for employees and retirees (and their families) while also providing savings to the County; simplify administration by moving the dental and vision programs from an in-house plan to an outside vendor who will make claims decisions, benefit payments, will help eliminate potential for fraud and abuse, keep track of accumulators, and manage the plan overall. Through the process, Sussex County will be able to enhance the benefits package offered to its employees and retirees.**

Ms. McDonald reviewed the reasons for the selection of a self-funded plan versus a fully insured plan: improved cash flow as claims are paid as incurred; expenses are simply an administrative fee plus claims; and risk is minimal due to maximums on dental and vision.

Mrs. Brewington presented the proposed plans for dental with Delta Dental and for vision with VSP and she reviewed the internal claims process, reimbursement plan, opportunities for discounts, cost to employees, and savings that will be realized by the employees and the County.

M 517 13 **A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, that the Sussex County Council approves a self-funded contract with Delta Dental to**

- M 517 13**
Approve
Contracts
with
Delta
Dental and
VSP
(continued)
- provide dental coverage and a self-funded contract with VSP to provide vision coverage for Sussex County employees, pensioners, and their dependents.
- Motion Adopted:** 5 Yeas.
- Vote by Roll Call:** Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Yea; Mr. Wilson, Yea;
Mr. Vincent, Yea
- Public**
Hearing/
Miller
Creek
SSD/
Easter
Annexation
- A Public Hearing was held to consider expanding the boundary of the Miller Creek Expansion of the Bethany Beach Sanitary Sewer District to include a parcel of land owned by Thomas and Megan Easter.
- John Ashman, Director of Utility Planning Division, reported that the parcel owned by the Easter's is located on the north side of County Road 363 in Baltimore Hundred. The proposed expansion is based on a written request from the land owners citing a failing on-site system as their reason for the request. The property is able to gain sewer service by extending sewer lines from a connection point in Malcom's Manor through an easement from the adjacent property owner. The parcel consists of approximately 1.46 acres more or less. The property owners will be subject to system connection charges of \$5,248.00 per EDU based on July 1, 2013-June 30, 2014 rate.
- There were no public comments and the Public Hearing was closed.
- M 518 13**
Adopt
R 015 13
- A Motion was made by Mr. Phillips, seconded by Mr. Cole, to Adopt Resolution No. R 015 13 entitled "A RESOLUTION TO EXTEND THE BOUNDARY OF THE MILLER CREEK SANITARY SEWER DISTRICT (MCSSD) TO INCLUDE TAX MAP AND PARCEL 134-19.00 75.03, SITUATED ON THE NORTH SIDE OF COUNTY ROAD 363 (DOUBLE BRIDGES ROAD) IN BALTIMORE HUNDRED, SUSSEX COUNTY, DELAWARE".
- Motion Adopted:** 5 Yeas.
- Vote by Roll Call:** Mrs. Deaver, Yea; Mr. Cole, Yea;
Mr. Phillips, Yea; Mr. Wilson, Yea;
Mr. Vincent, Yea
- Wastewater**
Agreement
- Mr. Lawson presented a Wastewater Agreement for the Council's consideration.
- M 519 13**
Approve
Wastewater
Agreement/
- A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, based upon the recommendation of the Sussex County Engineering Department, for Sussex County Project No. 81-04, Agreement No. 956, that the Sussex County Council execute a Construction Administration and Construction Inspection Agreement between Sussex County Council and Hunters Walk

M 519 13 **Lewes, L.L.C., for wastewater facilities to be constructed in Hunters Walk, located in the West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District.**

Approve Wastewater Agreement/ Hunters Walk (continued)

Motion Adopted: 5 Yeas.

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

SCRWF Pump Station No. 30 Improvements/ Change Order No. 2

Michael Izzo, County Engineer, presented Change Order No. 2 to the South Coastal Regional Wastewater Facilities (SCRWF) Pump Station No. 30 Improvements. Substantial Completion for the contract was granted on October 29, 2013. The Change Order is in the credit amount of \$6,878.10.

Mr. Phillips asked if Mr. Izzo or Mr. Gilbert could provide an understanding of what was done for the savings.

Mike Gilbert of Whitman, Requardt & Associates, Project Manager, was in attendance and in response to questions, he stated that there were four items that make up the Credit Change Order: provide/install shielded cables to pump MAS units, install (7) new ARV's on the existing 18" force main, credit to provide alternative check valves, and 114 calendar day, zero dollar, contract time extension. Mr. Izzo noted that supporting documentation was included in the Council Agenda Packets.

Mr. Phillips questioned if each of the four items are credits. Mr. Izzo responded that the first couple of items are a cost increase which is offset by a credit, resulting in an overall credit.

Discussion continued between Mr. Phillips, Mr. Izzo, and Mr. Gilbert regarding the change order items: the cost, the net price, negotiations with the contractor, further detail regarding the change order items, etc.

M 520 13
Approve Change Order/ SCRWF Pump Station 30 Improvements

A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, based upon the recommendation of the Sussex County Engineering Department, that Change Order No. 2 for Sussex County Project No. 09-17, South Coastal Regional Wastewater Facilities, Pump Station No. 30 Improvements, be approved at a credit amount of \$6,878.10, which decreases the total contract to \$3,432,787.80, and increases the contract time by 114 days, pending the receipt of approval from the funding agencies.

Motion Adopted: 5 Yeas.

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

**Airport
Wetland
Mitigation
Project**

Juel Gibbons, Project Engineer, presented a Final Change Order and request for Substantial Completion for the Airport Wetland Mitigation Project. Ms. Gibbons reported that the Final Change Order is a credit to the contract in the amount of \$34,212.48; there were a number of items which were contingent items which were not used.

**M 521 13
Approve
Final C/O
and Grant
Substantial
Completion/
Airport
Wetland
Mitigation
Project**

A Motion made by Mrs. Deaver, seconded by Mr. Cole, based upon the recommendation of the Sussex County Engineering Department, that the Final Change Order for Sussex County Contract No. 11-06, Airport Wetland Mitigation Project, be approved, which decreases the original contract amount by \$34,212.48 for a Final Contract Total of \$386,600.52, and that Substantial Completion be granted effective September 24, 2013 and any held retainage be released in accordance with the Contract documents.

Motion Adopted: 5 Yeas.

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

**Greenwood
Library
Project/
Change
Order
No. 2**

Julie Cooper, Project Engineer, presented a request for a Change Order for the Greenwood Library Project. The Change Order is a result of various changes to the project: eliminate magazine racks and add decorative panels (credit of \$1,075.00), add snow guards to entrance canopy (cost of \$594.00), add suspended ceiling in teen services room (cost of \$702.45), and add trim at exterior of building (.00). The total net cost of the Change Order is \$221.45.

**M 522 13
Approve
Change
Order/
Greenwood
Library
Project**

A Motion was made by Mr. Phillips, seconded by Mrs. Deaver, based upon the recommendation of the Consulting Architect, that Change Order No. 2 for Sussex County Project 07-05, Greenwood Library, be approved in the amount of \$221.45, thereby increasing the contract total from \$2,773,682.36 to \$2,773,903.81.

Motion Adopted: 5 Yeas.

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

**Grant
Request**

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

**M 523 13
Council-
manic
Grant**

A Motion was made by Mr. Phillips, seconded by Mr. Cole, to give \$1,000.00 (\$200.00 from each Councilmanic Grant Account) to Changing Fates Equine Rescue of Delaware for operating expenses.

Motion Adopted: 5 Yeas.

**M 523 13
(continued)**

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

**Introduction
of Proposed
Ordinances**

Mr. Vincent introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LITTLE CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 16,150 SQUARE FEET, MORE OR LESS” (Tax Map I.D. 3-32-1.08-39.00) (Change of Zone No. 1739) filed on behalf of Vance Phillips.

Mrs. Deaver introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BROADKILL HUNDRED, SUSSEX COUNTY, CONTAINING 2.3522 ACRES, MORE OR LESS” (Tax Map I.D. 2-35-16.00-64.00) (Change of Zone No. 1740) filed on behalf of Zhenguo Zhang.

Mrs. Deaver introduced the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AUTO REPAIR AND SALES TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN CEDAR CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 1.06 ACRES, MORE OR LESS” (Tax Map I.D. 3-30-15.00-20.01) (Conditional Use No. 1975) filed on behalf of Ronald and Susan Berwick.

Mr. Phillips introduced the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN ELEMENTARY SCHOOL EXPANSION TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 26.77 ACRES, MORE OR LESS” (Tax Map I.D. 1-33-17.00-41.00 and 42.00) (Conditional Use No. 1976) filed on behalf of Indian River School District.

Mr. Phillips introduced the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A DOCTORS OFFICE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 8,276 SQUARE FEET, MORE OR LESS” (Tax Map I.D. 2-34-32.00-9.00) (Conditional Use No. 1977) filed on behalf of Mathew T. Favinger.

(continued) The Proposed Ordinances will be advertised for Public Hearing.

There was no additional business.

M 524 13
Recess
and Go
Into
Executive
Session

At 11:28 a.m., a Motion was made by Mr. Phillips, seconded by Mrs. Deaver, to recess the Regular Session and to go into Executive Session for the purpose of discussing matters relating to personnel and pending/potential litigation. The Executive Session ended at 11:36 a.m.

Motion Adopted: 5 Yeas.

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

M 525 13
Come
Out of
Executive
Session

At 11:37 a.m., a Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to come out of Executive Session and to reconvene the Regular Session.

Motion Adopted: 5 Yeas.

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

Action

There was no action on Executive Session items.

M 526 13
Adjourn

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to adjourn at 11:37 a.m.

Motion Adopted: 5 Yeas.

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

Respectfully submitted,

Robin A. Griffith
Clerk of the Council

Sussex County Airport Plan

Sussex County Airport Business Plan
November 12, 2013



STATE OF DELAWARE
Department of Transportation



**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Presentation Outline

- Key Issues
- Existing Airport Characteristics
- Revenue Enhancement Options
- Study Recommendations
- Financial Performance
- Summary



STATE OF DELAWARE
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**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

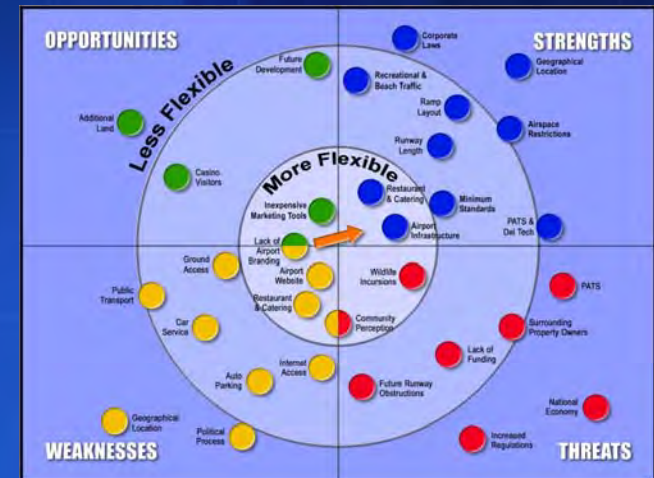


KEY ISSUES

Sussex County Airport Plan

SWOT Analysis

- Participants:
 - Airport Advisory Committee
 - Georgetown Chamber of Commerce
 - Sussex County
- Identified Strengths, Weaknesses, Opportunities, and Threats
- This Input Used to Develop Key Issues List



Sussex County Airport Plan

Key Issues

- Runway Development
- Retaining PATS
- Airport Branding/County-wide Branding
- Attraction of More Corporate Aircraft
- Hangar Development
- Economic Development
- Airport Amenities
- Physical Development Issues:
 - Additional Aviation Property, More Industrial Park Property, Airport Obstructions
- Community Relations
- Airport Funding
- Airport Management/Staffing



STATE OF DELAWARE
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**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Airport Characteristics



Sussex County Airport Plan

Airport Mission Statement

- *“Sussex County Airport strives to be southern Delaware's first choice for business and personal air transportation, providing an engine for economic growth, while maintaining operational safety, outstanding service, and a safe environment for aircraft owners, operators, and the flying public.”*



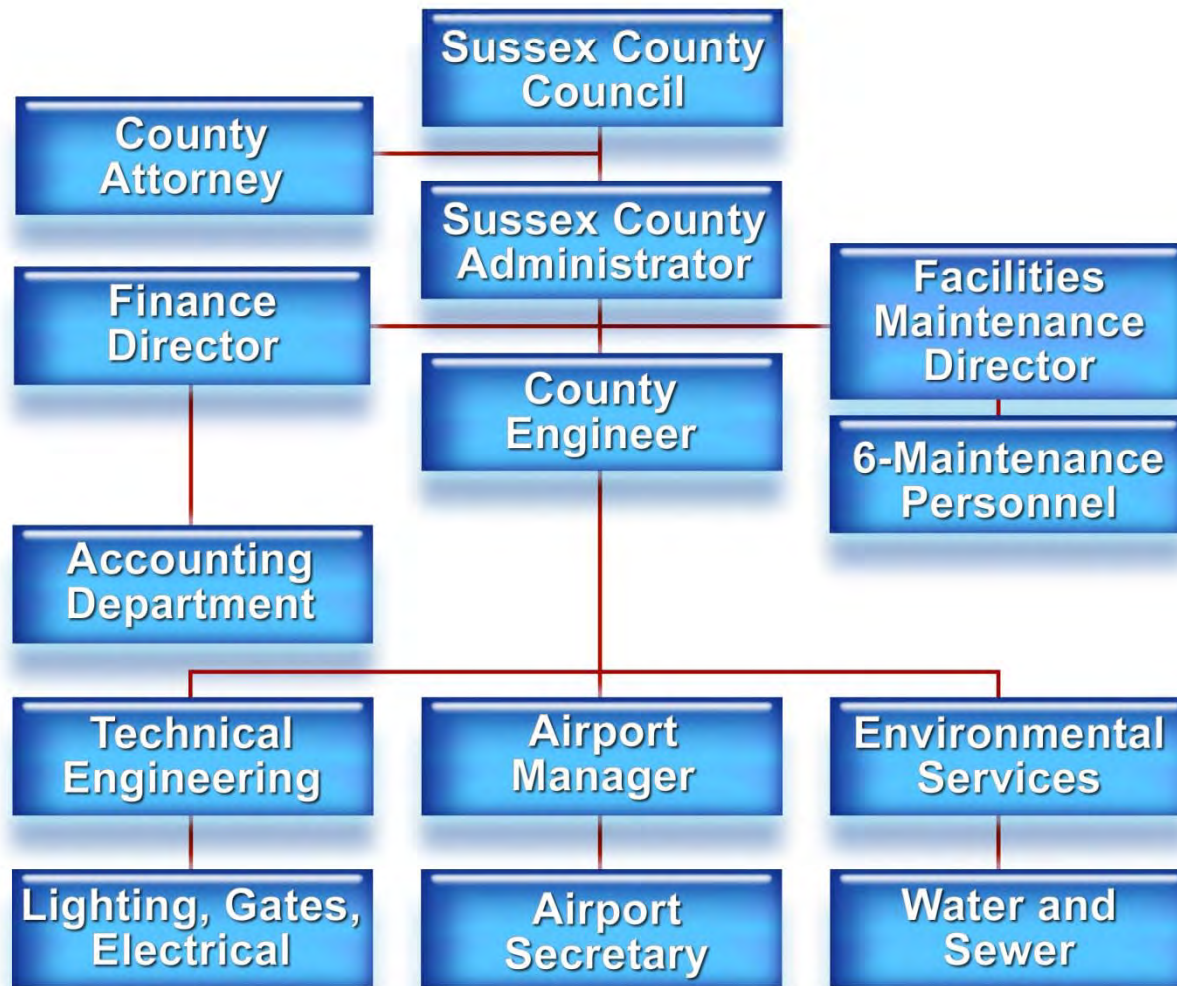
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**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Sussex County Airport Organizational Chart



Dep

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Sussex County Airport Plan

Sussex County Airport



**riedemann &
ciates, Inc.**

Sussex County Airport Plan

Landside Areas



Terminal Side Hangars



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Sussex County Airport Plan

Landside Areas



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Sussex County Airport Plan

- 30 Minute Drive Time for Small GA
- 60 Minute Drive Time for Corporate

Service Area Airports



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Sussex County Airport Plan

Market Area Comparison

- For Service Area (9 Airports):
 - Sussex County is 1 of 4 with 5,500' or more Runway Length (Dover AFB, Salisbury, Easton)
 - 475 Based Aircraft – 24 are Jets
 - Easton Has 18 Jets, 3 at Salisbury, 2 at GED, 1 at Cambridge
 - GED in Mid-to-Upper Price Range on Hangar Storage
 - GED had Lowest Avgas Prices, but Highest Jet-A Prices in Service Area

Sussex County Airport Plan

Financial Performance

ITEM	2008	2009	2010	2011	2012
Operating Revenues	\$550,560	\$534,634	\$522,810	\$529,229	\$538,324
Operating Expenses	\$869,528	\$810,235	\$819,219	\$804,841	\$624,264
Net Revenues	(\$318,968)	(\$275,601)	(\$296,409)	(\$275,612)	(\$85,940)



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**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Revenue Enhancement Options



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**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Revenue Enhancement Options

- Airport Branding/County-wide Branding
 - Attract More Corporate Aviation
 - Develop More Hangar Space
 - Increase Airport Use by Beach Visitors
 - Aviation-Related Businesses (MROs, SASOs, etc.)
- Retain/Expand PATS Operation
- Delaware Tech Partnership
- Delaware State Flight School Partnership
- Industrial Park Expansion
- Rates and Charges Adjustments

Sussex County Airport Plan

Sussex County Airport and Adjacent Properties



R.A. Wiedemann &
Associates, Inc.

Sussex County Airport Plan



Recommendations

Sussex County Airport Plan

Recommendations

- Management & Policy Actions
- Revenue Enhancement Options
- Financial Pro Formas
- Summary



STATE OF DELAWARE
Department of Transportation



**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Management & Policy Recs.

- Public vs. Private Labor:
 - Consider Possible Contract Mowing, Janitorial, Snow Removal, etc.
 - Potential Cost Savings
- Part-time Vs. Full-time Staff Safety Training
 - Safety Training Needed for All County Airport Workers
 - Possibly Reallocate 2 Part-time Workers to Full-time (Focus Training on FT Workers)
- Rates & Charges or Lease Adjustments
 - Include Elements: Security Requirements, Taxes & Fees, Liens, Environmental Requirements, Living Clauses, Holdover, Non-discrimination, Force Majeure



STATE OF DELAWARE
Department of Transportation



**R.A. Wiedemann &
Associates, Inc.**

Sussex County Airport Plan

Management & Policy (2)

- Airport Branding
 - Possible Name Change for Airport
 - Unified Airport/County Logo/Brand
 - Stand Alone Airport Website Linked to County Site
 - Active Social Media
 - Improved Directional Signage to Airport
 - Promotional Brochure
 - Marketing Campaign

Sussex County Airport Plan

Possible Airport Name Change

- Southern Delaware Regional Airport
- Southern Delaware Regional Jetport
- Southern Delaware Coastal Airport
- Southern Delaware Coastal Jetport
- Southern Delaware Business Jetport
- Delaware Coastal Airport



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**R.A. Wiedemann &
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Sussex County Airport Plan

County/Airport Branding

- Summit County, Colorado and Skiing
 - Breckenridge, Copper Mountain, Keystone
- Outer Banks, NC
 - Duck, Kitty Hawk, Nags Head, etc.
- Waikiki Beach, Hawaii and Tourism
- Sussex County, Delaware and Beach/2nd Home Tourism
- Common Elements:
 - Larger Area Branded to Include Smaller Components (Ski Areas, Shops/Hotels, Beaches, Communities)
 - Themes to Attract Tourists and Vacationers



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Sussex County Airport Plan

Management & Policy (3)

- Effective Partnering with FBO
 - FBO is “Face” of Sussex County to Air Travelers
 - FBOs Need to be Involved in Marketing and Airport Branding
- Retention of Existing Businesses/PATS
 - Runway Extension to 6,000’
 - Regular Feedback Meetings
 - Lease Agreement Updates



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Management & Policy (4)

- Airport Minimum Operating Standards
- Airport Rules and Regulations
 - Should be Updated Periodically
 - Areas of Interest:
 - Self-Serve Fuel for After Hours
 - FBO Service Requirements
 - Insurance Minimums
- Airport Security Systems (Cameras)
 - Systems Available for Under \$10,000

Sussex County Airport Plan

Revenue Enhancement Options

- Attract More Corporate Aviation
 - 24 Based Jets in the Service Area
 - 61 Additional Based Jets in Delaware
 - Direct Marketing after Brand Improvement
 - Pricing, Services, Facilities
- GA Tourism:
 - 6 million Annual Visitors to 31 Miles of Beaches
 - 35,200 Second Homes in Sussex County, Generating \$890 million/yr
 - Work with Sussex County Convention & Visitor's Bureau to Include Airport in Promotions
 - County-wide Branding Effort to Include Airport
 - Develop Pre-Packaged Tours that Include Air and Ground Transportation

Sussex County Airport Plan

Revenue Enhancement (2)

- Hangar Rentals:
 - Seek Private Development of 10-20 T-Hangars and 5 Conventional Hangars
 - Current Ground Lease Rate = \$0.38/sf
- Flight School
 - Open Discussions with Delaware State University to Expand Flight Training into GED
 - Currently, Del State Would Need 2 Aircraft to Transfer to GED
 - Each Aircraft Performs 2,000-3,000 Annual Operations



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Sussex County Airport Plan

Revenue Enhancement (3)

- Non-Aviation Revenue Options
 - Sports/Recreation Complexes
 - Tourism Industry
 - Warehousing/Storage (Climate Controlled)
 - Industrial Park Land
- Additional MRO/SASOs to Complement PATS



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Sussex County Airport Plan

Financial Performance



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Sussex County Airport Plan

Recommended Plan \$

Fiscal Year	Operating Revenues	Operating Expenses	Surplus Revenues
2013	\$417,361	\$726,794	(\$309,433)
2014	\$427,795	\$741,489	(\$313,695)
2015	\$448,549	\$751,565	(\$303,015)
2016	\$459,711	\$770,096	(\$310,385)
2017	\$471,152	\$789,096	(\$317,944)
2018	\$572,407	\$808,575	(\$236,168)
2019	\$586,614	\$828,547	(\$241,933)
2020	\$601,175	\$849,023	(\$247,847)
2021	\$616,101	\$870,016	(\$253,915)
2022	\$731,932	\$891,540	(\$159,608)



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Sussex County Airport Plan

Economic Impact of Sussex Co. Airport

- Grand Total Aviation Impacts
 - 872 Jobs
 - \$139,452,200 Spending
 - \$51,183,100 Wages
- \$6,907,200 State & Local Taxes



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Sussex County Airport Plan

Key Factors

- Revenues:
 - Non-Aviation Land Lease:
 - 20 Acres Assumed to be Leased within 10 Years
 - Aviation Land Leases
 - 60,000 sf of Land will be Leased for Hangars within 10 Years
 - Fuel Consumption
 - Aviation Fuel Sales will Increase with Forecast Activity
- Expenses in Addition to Baseline Forecasts:
 - Branding & Marketing Costs
 - Security System Costs
- Cumulatively \$514,000 Better Off
 - More Important is Trajectory of Net Revenues (decreasing)

Sussex County Airport Plan

Summary



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Department of Transportation



**R.A. Wiedemann &
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Sussex County Airport Plan

Business Plan Summary

- Airport Branding/County-wide Branding
 - Need to Utilize Airport with Tourism Promotions
 - Runway Expansion Provides New Branding Opportunity w/Corporate Aircraft
- Increase Business Aviation Activity via Marketing/Branding
- Retain/Expand PATS and Other MROs/SASOs
- Seek Expanded Privately Funded Hangar Development
- Seek Flight School (via Del State)
- Develop Non-Aviation Industrial Park Property



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Sussex County Airport Plan

Business Plan Summary (2)

- Management/Policy Actions:
 - Implement Safety Training Program
 - Compare Contract Services for Mowing, Janitorial, Maintenance, etc.
 - Install Video Surveillance Security System
 - Update Operating Documents and Leases as Needed
 - Work w/FBO on Branding Image



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**R.A. Wiedemann &
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Sussex County Airport Plan

Questions/Comments



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Department of Transportation



**R.A. Wiedemann &
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GINA A. JENNINGS, MBA, MPA
FINANCE DIRECTOR

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(302) 855-7749 F
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Sussex County

DELAWARE
sussexcountype.gov

MEMORANDUM:

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Samuel R. Wilson, Jr., Vice President
The Honorable George B. Cole
The Honorable Joan R. Deaver
The Honorable Vance Phillips

FROM: Gina A. Jennings
Finance Director

RE: **INVESTMENT PORTFOLIO**

DATE: November 7, 2013

On Tuesday, Dominick D'Eramo, CFA, Director of Fixed Income with the Wilmington Trust Company, will be discussing our investment portfolio (Sussex County – Reserve Liquidity Account). Attached is the information he will be discussing.

Our investment account was opened a year ago. The portfolio's structure has not changed since its modification in January. The portfolio is constructed foremost around the safety of its principal. The year-to-date return is .773 percent, which equates to \$813,659 annually (net of fees). If these funds were maintained in our operating money market account, the County would have realized \$183,000.

This change in our investment policy has been a success. We are seeing a positive return on our funds while continuing to keep our assets secure.

If you have any questions, please feel free to contact me.

pc: Todd F. Lawson



Sussex County Reserve Liquidity Account

November 12, 2013

Dominick J. D'Eramo, CFA
Director Fixed Income Management
302.651.8962
Dderamo@wilmingtontrust.com

To Taper or Not To Taper

**FED Fund Futures
August, 2015**



Given the Fed's communications throughout the summer regarding their expected timetable for tapering their asset purchase program, the market was anticipating a 1% Fed funds target in August of 2015.

When the Fed surprised the market by not beginning to taper at its September FOMC meeting the market repriced its expectations. At quarter end the market was only expecting a 0.5% Fed Funds target in August of 2015.

Data source: Bloomberg

U S Treasury Yield Curve



The yield curve steepened during the quarter as 5 year and shorter maturities declined slightly over the quarter while longer than 5 year maturities moved higher in yield.

The 5-year Treasury was the best performer along the yield curve returning 0.69% for the quarter.

The 10 and 30 year Treasury note/bond produced negative total returns for the quarter of -0.66% and -3.16% respectively as investors continued to fear higher interest rates in the future.

Data source: Bloomberg

Taxable Bond Review

Performance as of September 30, 2013



U.S. Treasury yields were mixed during the quarter as intermediate and short-term maturities moved lower during the month of September and closed the quarter down approximately 5 basis points. The decline in yields could be attributed to a weaker than expected payroll report, concerns surrounding the budget and debt ceiling debate and the Fed deciding not to begin tapering at their September FOMC meeting. The Fed acknowledged the uncertainty around fiscal policy and tighter financial conditions, for example higher mortgage rates, "if sustained could slow the pace of improvement in the economy and labor market." Prior to the weaker payroll report and the Fed surprise of not tapering the 10-year treasury reached its highest yield since July 2011 at 3%. By quarter end the yield had declined to 2.61%, which was 12 basis points higher than the start of the quarter. The best performer along the yield curve was the 5-year treasury which produced a total return of 0.69% for the quarter. The worst performer was the 30-year treasury which returned -3.16% for the quarter.

The corporate sector reversed course during the quarter providing 92 basis points of excess return for the quarter. And is now outperforming for the year with + 61 basis points of excess return. All of the outperformance for the quarter occurred during July as interest rates stabilized and corporate earnings continued to grow. The average risk premium of the Barclays Corporate index declined by 11 basis points during the quarter to 142 basis points at quarter end. The best performing industry was metals which reversed some of their underperformance from the 2nd quarter and produced 172 basis points of excess return. The finance sector also outperformed, providing 140 basis points of excess return for the quarter. The telecom sector was an underperformer at -29 basis points of excess return. Some of the underperformance can be attributed to higher risk premiums to accommodate the largest corporate bond deal of all time. Verizon issued \$49 billion of bonds in September to finance its purchase of the portion of Verizon Wireless that it did not already own from Vodafone. The prior record bond issuance came from Apple and totaled only \$17 billion.

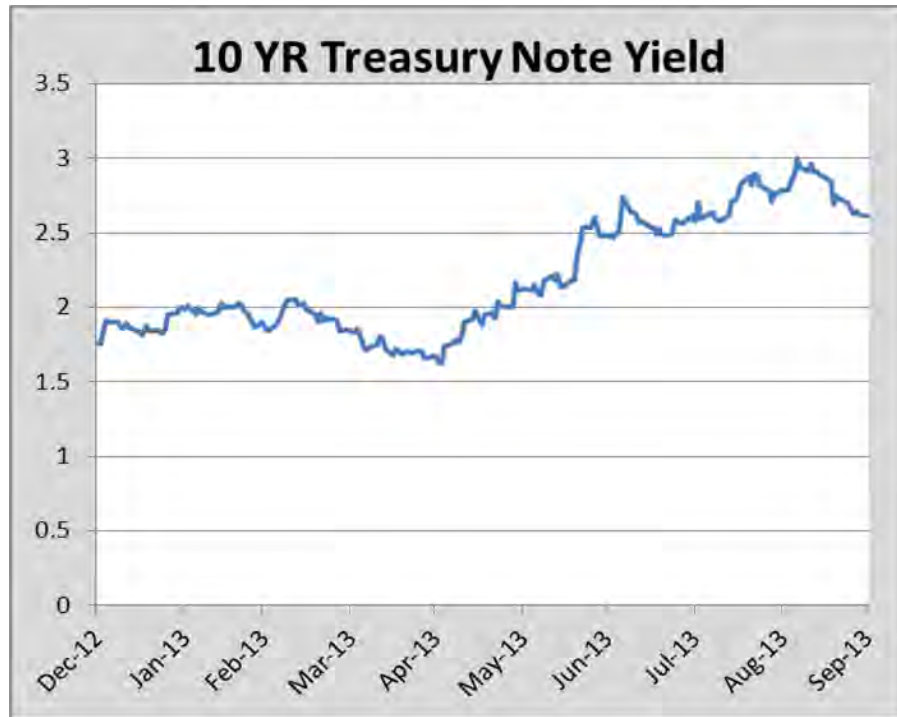
The mortgage backed securities (MBS) sector also reversed course and outperformed for the quarter, producing 95 basis points of excess return. Most of the outperformance occurred in September in response to the Fed deciding not to taper its asset purchase program. Had the Fed decided to taper they most likely would have reduced the amount of mortgage backed securities they are buying under their quantitative easing program. During September the sector produced 63 basis points of excess returns. This was the 5th best month for the MBS sector since 2000.

Barclays U.S. Aggregate Index Summary						
Excess Returns vs. Treasuries, in basis points						
	U.S. Aggregate	MBS	U.S. Agency	ABS	CMBS	Corporate
3rd Qtr 2013	51	95	0	-14	66	92
2013	17	42	-35	-22	12	61
2012	226	91	97	246	841	734
2011	-114	-106	19	52	47	-367

Excess returns reflect differences between the total returns of the asset classes and U.S. Treasuries of comparable duration.

Source: Barclays Capital. Past performance is no guarantee of future results. Additional index information is provided on the "Asset class performance" page.

Volatility Increased Over The Quarter As Fed Uncertainties Rose

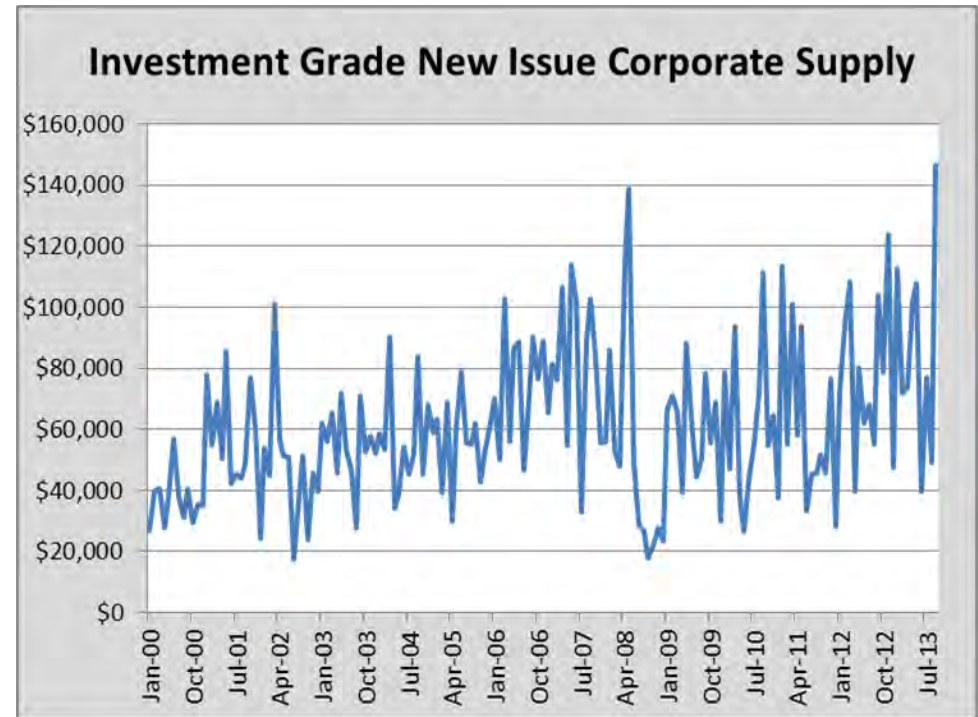


As the Fed communicated their intentions to potentially begin reducing the amount of quantitative easing market interest rates moved higher.

The 10-year Treasury note yield climbed to 3%, its highest level since July of 2011.

The Fed acknowledged that higher interest rates were a reason for not beginning to taper at its September FOMC meeting. The Fed was also concerned about the uncertainty regarding the budget and debt ceiling debate and its effects on the economy.

Data source: Bloomberg



Investors continue to search for yield as evidenced by September's monthly record amount of investment grade new issue corporate supply.

Verizon came to market in September with the largest corporate issuance ever: \$49,000,000,000.00!

Corporate supply has increased not only for investment grade securities, but also for high yield and leveraged loan transactions as well.

Data source: Barclays

Sussex County Reserve Liquidity Account
Account 102906-000
Book Value Return

Time Period	Return
2012	
December	0.795%
2013	
January	0.754%
February	0.776%
March	0.752%
1st Quarter	0.760%
April	0.794%
May	0.777%
June	0.791%
2nd Quarter	0.787%
July	0.756%
August	0.757%
September	0.782%
3rd Quarter	0.765%
Year-to-Date	0.773%
Since Inception	0.779%

Investment Detail

Account: 102906-000 SUSSEX COUNTY RESERVE LIQUIDITY ACCT

Account Level Detail Combined Principal and Income

As of Date 10/31/2013

Description	Quantity	Maturity Date	Call Date	Market Value	% MV	Unit MV	Federal Tax Cost	Unit Tax Cost	EAI	YTM @ Purchase (%)
WILMINGTON US GOVERNMENT MONEY MARKET FUND	15,305,844.8900			15,305,844.89	12.58	1.0000	15,305,844.89	1.0000	1,695.97	0.000
	15,305,844.8900			15,305,844.89	12.58		15,305,844.89		1,695.97	
FEDERAL HOME LOAN MORTGAGE CORP DTD 08/27/2012 0.350% 12/05/2014	2,000,000.0000	12/05/2014		2,003,520.00	1.65	100.1760	2,000,000.00	100.0000	7,000.00	0.350
FEDERAL HOME LOAN BANK DTD 01/08/2013 0.320% 01/08/2015	1,000,000.0000	01/08/2015	11/08/2013	1,000,040.00	0.82	100.0040	1,000,000.00	100.0000	3,200.00	0.320
FEDERAL FARM CREDIT BANK DTD 10/09/2012 0.300% 01/09/2015	3,250,000.0000	01/09/2015	11/08/2013	3,250,065.00	2.67	100.0020	3,246,750.00	99.9000	9,750.00	0.345
FEDERAL HOME LOAN MORTGAGE CORP DTD 03/18/2013 0.350% 03/18/2015	750,000.0000	03/18/2015		750,772.50	0.62	100.1030	748,125.00	99.7500	2,625.00	0.496
FEDERAL NATIONAL MORTGAGE ASSN DTD 04/19/2012 0.500% 05/27/2015	2,000,000.0000	05/27/2015		2,006,780.00	1.65	100.3390	2,003,362.00	100.1681	10,000.00	0.435
FEDERAL FARM CREDIT BANK DTD 12/26/2012 0.375% 06/26/2015	1,000,000.0000	06/26/2015	11/08/2013	1,000,030.00	0.82	100.0030	1,000,000.00	100.0000	3,750.00	0.375
FEDERAL FARM CREDIT BANK DTD 08/06/2012 0.430% 08/06/2015	700,000.0000	08/06/2015	11/08/2013	700,028.00	0.58	100.0040	698,467.00	99.7810	3,010.00	0.535
FEDERAL HOME LOAN MORTGAGE CORP DTD 09/10/2012 0.495% 09/10/2015	500,000.0000	09/10/2015	12/10/2013	500,180.00	0.41	100.0360	499,065.00	99.8130	2,475.00	0.581
FEDERAL HOME LOAN MORTGAGE CORP DTD 09/25/2012 0.500% 09/25/2015	250,000.0000	09/25/2015	12/25/2013	250,615.00	0.21	100.2460	249,532.50	99.8130	1,250.00	0.584
FEDERAL FARM CREDIT BANK DTD 04/15/2013 0.320% 10/15/2015	2,000,000.0000	10/15/2015	11/08/2013	1,998,480.00	1.64	99.9240	1,998,120.00	99.9060	6,400.00	0.359
FEDERAL FARM CREDIT BANK DTD 10/22/2012 0.410% 10/22/2015	3,000,000.0000	10/22/2015	11/08/2013	3,000,090.00	2.46	100.0030	2,999,062.50	99.9688	12,300.00	0.420
FEDERAL FARM CREDIT BANK DTD 10/11/2012 0.470% 01/11/2016	2,500,000.0000	01/11/2016	11/08/2013	2,500,100.00	2.05	100.0040	2,497,500.00	99.9000	11,750.00	0.501
FEDERAL HOME LOAN MORTGAGE CORP DTD 01/11/2013 0.500% 01/11/2016	1,000,000.0000	01/11/2016	01/11/2014	1,000,610.00	0.82	100.0610	999,950.00	99.9950	5,000.00	0.502

Investment Detail

Account: 102906-000 SUSSEX COUNTY RESERVE LIQUIDITY ACCT

Account Level Detail Combined Principal and Income

As of Date 10/31/2013

Description	Quantity	Maturity Date	Call Date	Market Value	% MV	Unit MV	Federal Tax Cost	Unit Tax Cost	EAI	YTM @ Purchase (%)
FEDERAL NATIONAL MORTGAGE ASSN DTD 03/28/2013 0.500% 03/28/2016	125,000.0000	03/28/2016	03/28/2014	125,000.00	0.10	100.0000	124,937.50	99.9500	625.00	0.518
FEDERAL HOME LOAN MORTGAGE CORP DTD 04/29/2013 0.500% 04/29/2016	300,000.0000	04/29/2016	01/29/2014	299,172.00	0.25	99.7240	299,850.00	99.9500	1,500.00	0.517
FEDERAL NATIONAL MORTGAGE ASSN DTD 04/29/2013 0.500% 04/29/2016	1,700,000.0000	04/29/2016	01/29/2014	1,695,308.00	1.39	99.7240	1,695,750.00	99.7500	8,500.00	0.601
FEDERAL HOME LOAN BANK DTD 06/17/2013 0.600% 06/17/2016	3,000,000.0000	06/17/2016	11/17/2013	2,996,670.00	2.46	99.8890	2,997,000.00	99.9000	18,000.00	0.638
FEDERAL HOME LOAN BANK DTD 06/20/2013 0.500% 06/20/2016	2,000,000.0000	06/20/2016	12/20/2013	1,997,600.00	1.64	99.8800	1,999,000.00	99.9500	10,000.00	0.517
FEDERAL HOME LOAN BANK DTD 06/27/2013 0.800% 06/24/2016	2,000,000.0000	06/24/2016	11/24/2013	2,000,680.00	1.64	100.0340	1,997,720.00	99.8860	16,000.00	0.839
FEDERAL HOME LOAN BANK DTD 01/25/2013 0.600% 07/25/2016	2,750,000.0000	07/25/2016	01/25/2014	2,750,110.00	2.26	100.0040	2,740,375.00	99.6500	16,500.00	0.728
FEDERAL NATIONAL MORTGAGE ASSN DTD 07/26/2012 0.750% 07/26/2016	125,000.0000	07/26/2016	01/26/2014	125,131.25	0.10	100.1050	124,132.50	99.3060	937.50	1.000
FEDERAL NATIONAL MORTGAGE ASSN DTD 05/15/2013 0.500% 08/15/2016	2,000,000.0000	08/15/2016	11/15/2013	1,993,980.00	1.64	99.6990	1,997,500.00	99.8750	10,000.00	0.539
FEDERAL FARM CREDIT BANK DTD 09/12/2012 0.680% 09/12/2016	2,000,000.0000	09/12/2016	11/08/2013	1,999,920.00	1.64	99.9960	2,000,000.00	100.0000	13,600.00	0.680
FEDERAL NATIONAL MORTGAGE ASSN DTD 09/21/2012 0.750% 09/21/2016	165,000.0000	09/21/2016	12/21/2013	165,128.70	0.14	100.0780	163,788.90	99.2660	1,237.50	1.001
FEDERAL FARM CREDIT BANK DTD 10/24/2012 0.620% 10/24/2016	2,000,000.0000	10/24/2016	11/08/2013	1,998,560.00	1.64	99.9280	1,996,500.00	99.8250	12,400.00	0.664
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/25/2012 0.605% 10/25/2016	3,250,000.0000	10/25/2016	01/25/2014	3,245,970.00	2.67	99.8760	3,250,000.00	100.0000	19,662.50	0.605
FEDERAL NATIONAL MORTGAGE ASSN DTD 04/25/2013 0.625% 10/25/2016	2,000,000.0000	10/25/2016	01/25/2014	1,994,500.00	1.64	99.7250	1,983,000.00	99.1500	12,500.00	0.907

Investment Detail

Account: 102906-000 SUSSEX COUNTY RESERVE LIQUIDITY ACCT

Account Level Detail Combined Principal and Income

As of Date 10/31/2013

Description	Quantity	Maturity Date	Call Date	Market Value	% MV	Unit MV	Federal Tax Cost	Unit Tax Cost	EAI	YTM @ Purchase (%)
FEDERAL HOME LOAN MORTGAGE CORP DTD 11/07/2013 0.800% 11/07/2016	2,000,000.0000	11/07/2016	05/17/2014	2,004,060.00	1.65	100.2030	2,000,000.00	100.0000	16,000.00	0.800
FEDERAL FARM CREDIT BANK DTD 11/29/2012 0.640% 11/29/2016	1,000,000.0000	11/29/2016	11/29/2013	996,360.00	0.82	99.6360	999,380.00	99.9380	6,400.00	0.656
FEDERAL HOME LOAN BANK DTD 06/13/2013 0.550% 12/13/2016	2,000,000.0000	12/13/2016	06/13/2014	1,989,900.00	1.63	99.4950	1,996,880.00	99.8440	11,000.00	0.595
FEDERAL HOME LOAN BANK DTD 05/28/2013 0.500% 12/30/2016	2,000,000.0000	12/30/2016	12/30/2013	1,987,180.00	1.63	99.3590	1,998,400.00	99.9200	10,000.00	0.523
FEDERAL NATIONAL MORTGAGE ASSN DTD 01/30/2013 0.750% 01/30/2017	1,000,000.0000	01/30/2017	01/30/2014	998,050.00	0.82	99.8050	1,000,000.00	100.0000	7,500.00	0.750
FEDERAL FARM CREDIT BANK DTD 02/13/2013 0.790% 02/13/2017	2,000,000.0000	02/13/2017	02/13/2014	1,996,100.00	1.64	99.8050	1,999,200.00	99.9600	15,800.00	0.800
FEDERAL FARM CREDIT BANK DTD 03/13/2013 0.730% 03/13/2017	650,000.0000	03/13/2017	03/13/2014	646,223.50	0.53	99.4190	649,675.00	99.9500	4,745.00	0.743
FEDERAL HOME LOAN BANK DTD 10/17/2012 0.800% 04/17/2017	3,250,000.0000	04/17/2017	11/08/2013	3,233,782.50	2.66	99.5010	3,249,675.00	99.9900	26,000.00	0.802
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/24/2012 0.720% 04/24/2017	405,000.0000	04/24/2017		402,509.25	0.33	99.3850	405,000.00	100.0000	2,916.00	0.720
FEDERAL HOME LOAN MORTGAGE CORP DTD 05/08/2013 0.700% 05/08/2017	2,000,000.0000	05/08/2017	05/18/2015	1,979,920.00	1.63	98.9960	1,998,660.00	99.9330	14,000.00	0.717
FEDERAL FARM CREDIT BANK DTD 05/09/2013 0.640% 05/09/2017	2,000,000.0000	05/09/2017	05/09/2014	1,975,620.00	1.62	98.7810	1,995,500.00	99.7750	12,800.00	0.697
FEDERAL FARM CREDIT BANK DTD 10/11/2012 0.820% 07/11/2017	3,250,000.0000	07/11/2017	11/08/2013	3,216,590.00	2.64	98.9720	3,250,000.00	100.0000	26,650.00	0.820
FEDERAL HOME LOAN BANK DTD 10/24/2012 0.850% 07/24/2017	3,180,000.0000	07/24/2017	11/08/2013	3,145,338.00	2.58	98.9100	3,180,000.00	100.0000	27,030.00	0.850
FEDERAL NATIONAL MORTGAGE ASSN DTD 05/28/2013 0.750% 08/28/2017	2,000,000.0000	08/28/2017	05/28/2014	1,974,240.00	1.62	98.7120	1,998,750.00	99.9375	15,000.00	0.765

Investment Detail

Account: 102906-000 SUSSEX COUNTY RESERVE LIQUIDITY ACCT

Account Level Detail Combined Principal and Income

As of Date 10/31/2013

Description	Quantity	Maturity Date	Call Date	Market Value	% MV	Unit MV	Federal Tax Cost	Unit Tax Cost	EAI	YTM @ Purchase (%)
FEDERAL FARM CREDIT BANK DTD 10/18/2012 0.870% 10/18/2017	2,000,000.0000	10/18/2017	11/08/2013	1,984,260.00	1.63	99.2130	1,999,000.00	99.9500	17,400.00	0.880
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/25/2012 0.900% 10/25/2017	3,250,000.0000	10/25/2017	01/25/2014	3,210,545.00	2.64	98.7860	3,245,125.00	99.8500	29,250.00	0.931
FEDERAL HOME LOAN BANK DTD 11/09/2012 1.000% 11/09/2017	2,000,000.0000	11/09/2017	11/09/2013	1,974,540.00	1.62	98.7270	1,999,400.00	99.9700	20,000.00	1.006
FEDERAL HOME LOAN BANK DTD 05/28/2013 0.750% 11/28/2017	2,000,000.0000	11/28/2017	05/28/2015	1,966,380.00	1.62	98.3190	2,000,000.00	100.0000	15,000.00	0.750
FEDERAL FARM CREDIT BANK DTD 10/02/2012 1.020% 01/02/2018	3,250,000.0000	01/02/2018	11/08/2013	3,216,590.00	2.64	98.9720	3,249,187.50	99.9750	33,150.00	1.025
FEDERAL FARM CREDIT BANK DTD 04/24/2013 0.980% 04/24/2018	2,000,000.0000	04/24/2018	04/24/2014	1,965,900.00	1.62	98.2950	1,999,000.00	99.9500	19,600.00	0.990
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/30/2012 1.050% 04/30/2018	3,250,000.0000	04/30/2018	01/30/2014	3,193,580.00	2.62	98.2640	3,250,000.00	100.0000	34,125.00	1.050
FEDERAL FARM CREDIT BANK DTD 05/08/2013 0.950% 05/08/2018	2,000,000.0000	05/08/2018	05/08/2014	1,957,440.00	1.61	97.8720	1,999,375.00	99.9688	19,000.00	0.956
FEDERAL HOME LOAN BANK DTD 01/10/2013 1.160% 07/10/2018	1,000,000.0000	07/10/2018	01/10/2014	983,430.00	0.81	98.3430	1,000,000.00	100.0000	11,600.00	1.160
FEDERAL FARM CREDIT BANK DTD 10/02/2012 1.250% 10/02/2018	3,250,000.0000	10/02/2018	11/08/2013	3,170,570.00	2.60	97.5560	3,250,000.00	100.0000	40,625.00	1.250
FEDERAL HOME LOAN MORTGAGE CORP DTD 10/15/2012 1.140% 10/15/2018	3,250,000.0000	10/15/2018	10/15/2014	3,180,645.00	2.61	97.8660	3,249,025.00	99.9700	37,050.00	1.145
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/29/2012 1.000% 10/29/2018	1,515,000.0000	10/29/2018	10/29/2014	1,466,641.20	1.20	96.8080	1,512,712.50	99.8490	15,150.00	1.026
FEDERAL NATIONAL MORTGAGE ASSN DTD 05/16/2013 1.150% 11/16/2018	2,000,000.0000	11/16/2018	05/06/2014	1,943,460.00	1.60	97.1730	1,997,500.00	99.8750	23,000.00	1.174
FEDERAL HOME LOAN BANK DTD 05/28/2013 1.000% 11/28/2018	2,000,000.0000	11/28/2018	05/28/2015	1,943,240.00	1.60	97.1620	2,000,000.00	100.0000	20,000.00	1.000

Investment Detail

Account: 102906-000 SUSSEX COUNTY RESERVE LIQUIDITY ACCT

Account Level Detail Combined Principal and Income

As of Date 10/31/2013

Description	Quantity	Maturity Date	Call Date	Market Value	% MV	Unit MV	Federal Tax Cost	Unit Tax Cost	EAI	YTM @ Purchase (%)
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/30/2012 1.080% 01/30/2019	1,500,000.0000	01/30/2019	01/30/2014	1,456,860.00	1.20	97.1240	1,499,250.00	99.9500	16,200.00	1.088
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/29/2012 1.500% 10/29/2019	1,500,000.0000	10/29/2019	01/29/2014	1,454,445.00	1.19	96.9630	1,500,000.00	100.0000	22,500.00	1.500
FEDERAL NATIONAL MORTGAGE ASSN DTD 10/30/2012 1.500% 04/30/2020	1,500,000.0000	04/30/2020	10/30/2014	1,446,930.00	1.19	96.4620	1,499,625.00	99.9750	22,500.00	1.504
	107,365,000.0000			106,410,369.90	87.42		107,279,807.90		811,963.50	
	122,670,844.8900			121,716,214.79	100.00		122,585,652.79		813,659.47	
Weighted Average Yield										0.781
Weighted Average Maturity		3/27/2017								

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
UTILITY ENGINEERING	(302) 855-7717
UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7799



Sussex County

DELAWARE
sussexcountyde.gov

MICHAEL A. IZZO, P.E.
COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

October 30, 2013

FACT SHEET

SUSSEX COUNTY PROJECT 81-04
AMERICANA BAYSIDE - PHASE 1 - REVISION 3
AGREEMENT NO. 341 - 3

DEVELOPER:

Mr. Tom Halverstadt
Carl M. Freeman Communities
36097 Sand Cove Road
Selbyville, DE 19975

LOCATION:

South side Route 54 at intersection of CR 381

SANITARY SEWER DISTRICT:

Fenwick Island Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

M. Brady: 3/8/11 - #341-3 is a revision to private road and sewer. Preservation Loop, located at the dead end of Founders Dr. is eliminated. Four (4) lots #65 thru 68 are re-configured to be six (6) lots with 3 duplex units, #65A & B, 66A & B, 67A & B, all fronting on Founders Dr. Four (4) laterals will be relocated and 2 laterals added. The existing Preservation Loop and two (2) sanitary manholes on that loop street will be removed.

SYSTEM CONNECTION CHARGES:

\$31,608.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval
07/22/13

Department Of Natural Resources Plan Approval
4/7/2004

SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 10

Construction Admin And Construction Inspection Cost – \$2,002.65

Proposed Construction Cost – \$13,351.00

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
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MICHAEL A. IZZO, P.E.
COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

November 12, 2013

PROPOSED MOTION

BE IT MOVED THAT BASED UPON THE RECOMMENDATION OF THE SUSSEX COUNTY ENGINEERING DEPARTMENT, FOR SUSSEX COUNTY PROJECT NO. 81-04, AGREEMENT NO. 341-3 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "CARL M. FREEMAN COMMUNITIES", FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "AMERICANA BAYSIDE – PHASE 1 – REVISION 3", LOCATED IN FENWICK ISLAND SANITARY SEWER DISTRICT.

ORDINANCE NO. 38
AGREEMENT NO. 341-3

TODD LAWSON
COUNTY ADMINISTRATOR



President

King Lion
Bruce Schoonover
302-539-2043

October 9, 2013

1st VP

PP Don Stewart
302-537-0338

2nd VP

Lion Fred Moreland
302-988-1438

3rd VP

PRC Fran Pretty
302-436-1773

Sussex County Council
Attn: County Councilman Vance Phillips
P. O. Box 589
Georgetown, DE 19947

Secretary

Lion Theresa Pitman
302-539-5280

Dear Councilman Phillips:

Treasurer

Lion Bill Nelmler
410-250-4447

October is here and it's time to plan the Selbyville Halloween Parade. The Fenwick Island Lions Club is sponsoring it again because we believe that this family fun-filled community event is an important tradition to continue. It is scheduled for Wednesday, October 30th at 7:00 p.m.

Membership

Lion Muriel Mooney
302-436-8216

In addition to the parade, our Club builds handicap ramps, awarded \$11,000 scholarships to Indian River High School graduates, and contributed money to Camp Barnes to replace mattresses. Lions are known for their vision programs and we conducted pre-school vision screening to over 600 children in the area and bought glasses for those who could not afford them.

→ **FILC**
37232 Lighthouse Rd
Suite 109
West Fenwick Island
DE, 19975
www.filc22d.org

Lions Clubs

International

Multiple District 22
District 22 D
Region 3
Zone 2

The Lions motto is **WE SERVE**. We hope you will help us financially to continue the tradition of the Halloween Parade as well as provide needed services such as the ones described above because "we believe in service." ***Every dollar that the Lions raise goes back into the community.*** Your consideration of our request is greatly appreciated.

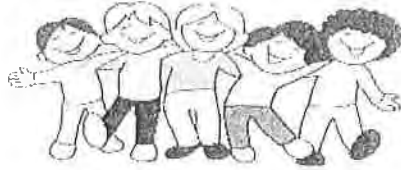
Sincerely,

Fran Pretty
Parade Chair

Serving Fenwick Island, Roxana, Selbyville and South Bethany

SUSSEX COUNTY FOSTER PARENT ASSOCIATION

Lynn Stanton
President



Chrissy Hanna
Treasurer

"Think of the Child First"
PO Box 806 Georgetown, DE 19947

October 17, 2013

Sussex County Council
P.O. Box 429
Georgetown, DE 19947
Attn: Susan Webb

Dear Ms. Webb:

The Sussex County Foster Parent Association is looking forward to this year's Annual Holiday Party. We've changed things up this year, and are holding the event at the Cheers Community Center in Georgetown, with a catered lunch from Lighthouse Catering. The event, being held on December 15th, will boast a craft table for the kids, door prizes, pictures with Santa, and a gift for every boy and girl in attendance.

Without generous donors like you, we would not be able to provide the foster children with a Holiday celebration and warm feelings to show you care. Thank you, in advance, for helping us to strengthen foster families and the children in their care this year, and years past. Donations can be mailed to P.O Box, above.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lynn Stanton".

Lynn Stanton
Foster Parent Assoc. President



Rehoboth Concert Band, Inc.

34034 Hofwyl Drive
Lewes, DE 19958
302.644.4199

October 23, 2014

Mr. George Cole
Ms. Joan Deaver
Mr. Vance Phillips
Mr. Michael Vincent
Mr. Samuel Wilson
Sussex County Council
PO BOX 589
Georgetown, DE 19947

Dear Sussex County Council Members:

Have you heard about the new Rehoboth Concert Band? In hindsight, we may have wished to call ourselves the Sussex Concert Band as we are comprised of more than 50 adult and student musicians from all over the county. The band was formed in September of 2012 and received 501(c)3 designation in April, 2013 (Non-Profit Tax ID #46-1034039). We are a community band, with the mission of providing area instrumentalists an opportunity to play and perform; as well as providing area audiences an environment in which to enjoy and appreciate the diversity of concert band literature.

Our members range in age from 12 to 75+. Students come from Beacon Middle, Cape Henlopen HS, Indian River HS, Sussex Central HS and Sussex Academy of Arts & Science.

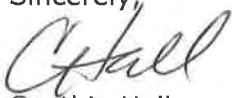
As an all volunteer organization, we have no paid positions. The musicians, board members, committees, Friends of the Band, as well as the Conductor, Sharon Stills, all contribute many, many hours monthly on a volunteer basis to research, procure and distribute music, rehearse, find performance (and rehearsal) venues, request donations, acquire special guest artists, etc.

Rehoboth Concert Band needs music to play, percussion equipment, a large rehearsal space with storage, music folders, office supplies and many other items to help us continue to grow and provide an educationally sound and quality music program. Therefore, we are **requesting an annual contribution from the Sussex County Council in the amount of \$1,500** to assist with expenses. We will also be applying to the Delaware Division of the Arts for a grant in 2014, soliciting contributions from our supporters and local businesses and with our next concert, asking for a \$10 donation at the door. **The Sussex County Council grant will be an important part of our program funding and we will be happy to say so in all future concert programs.**

Rehoboth Concert Band has performed three free concerts so far in 2013: Rehoboth Elementary School; Stango Park in Lewes and Rehoboth Band Stand. While we currently have volunteers seeking venues in Bethany Beach, Georgetown and other parts of the county, our next concert will be November 22, 2013 in the Fellowship Hall of the Lutheran Church of our Savior at 20276 Bay Vista Road in Rehoboth Beach. We invite you, your friends and family to join us for a wonderful evening of music, beginning at 7:30pm.

Thank you for your time and consideration. We hope you will agree that the Rehoboth Concert Band is a valuable addition to the county's cultural and educational environment and that you will help us continue making music on an annual basis.

Sincerely,



Cynthia Hall

Flutist/Grants and Fundraising Committee Chair

Chall02@aol.com

302-644-4199



Town Of Blades Kid's Christmas Fund

Dear Sponsor,

The holidays rapidly approach, and we are preparing for the annual "Blades Kids Christmas Bazaar". The event targets kids from the Blades, Bridgeville, Seaford, and Laurel area. They receive gifts, make crafts, play games, have lunch, and get a photo and visit with Santa. Funding is key for continued success and past support has come from the Town and generous sponsors like yourself. I was hoping you may be able to help out again.

This years party is on Sunday, December 8th, from 1:00 to 3:00 P.M. and will host over 100 kids.

All sponsors are recognized the day of the event and in the town newsletter. Donations of course are tax deductible. No matter the amount, it all adds up to one special afternoon for some kids and their parents who could use a little holiday cheer.

Our Sincere Thanks
Michael Smith
Blades Mayor

If you can help, please send donations to...

Town Of Blades Kid's Christmas
20 West 4th Street
Blades, Delaware 19973

For more information call Bazaar Coordinator Joe McCabe at 841-5232 or Town Administrator Vicki Prettyman at Blades Town Hall (629-7366).

~~Sam Wilson~~

Sussex County Council

PO Box 589, 2 The Circle

Georgetown, DE 19947



October 30, 2013

Dear ~~Sam Wilson~~, *Sam & Vance Phillips*

Your generous contribution to our toy making effort this past year is appreciated by not only the Mason Dixon Woodworkers, but also by the many children who will receive the multitude of toys that we are making courtesy of the funds that you and others have made available. Each year our club invites our major donors [\$250 or more] to attend our annual banquet as a token of appreciation of their support.

Please join us as our guest at our annual banquet on Thursday, November 21, 2013 at the VFW Hall in Delmar, MD. We will be having Prime Rib and all of the "fixin's". Our social hour will start at 6 o'clock and dinner will be served at 7 o'clock. Enclosed are two complementary tickets for our banquet [additional tickets are \$18 payable at the door].

At the banquet we will be displaying some of the toys that have been made during the past year by our toy makers. We will also be acknowledging our major donors and giving them mementos in recognition of their support. There will also be door prizes for the ladies, a 50/50 raffle, and a also raffle for some of the handy work made by our members.

Please RSVP not later than November 14, 2013 as caterer needs a head count one week in advance. You may reach me by calling 410 341 0118, or sending an e-mail to me at tmatey@comcast.net. Thanks again for your support and I hope to see you at the banquet.

Sincerely,

Tom Matey-MDW Secretary



World Championship Punkin Chunkin Association
PO Box 217
Nassau De, 19969

Sussex County Council
Attention Councilman Phillips

Mr. Phillips,

Punkin Chunkin has just completed its 28th annual event with much anticipated success. This success is a result of a lot of hard work by a staff of dedicated volunteers who work very hard to keep this organization growing so that we may keep our mission growing. Punkin Chunkin is a 501C3 nonprofit that raises money to help make a difference in the lives of others. Punkin Chunkin supports national programs like St. Jude's Children's Research Hospital and Child Help but also equally supports programs like Delaware Guidance center (my personal favorite), Lewes Meals on Wheels, Delaware Autism, Bridgeville VFD, and Delaware Diamonds Fast Pitch Softball just as examples of our local Sussex county support. Punkin Chunkin takes no salary (not one cent) as income and uses all funds in three general areas:

- Charitable Donations
- Scholarship Program (on average placing 30-35 kids in school each year)
- Development of the next year's event

We are requesting grant support to help us improve our mission locally within Sussex County. Rising cost associated with our annual event have us considering program cuts in our 2014 business plan which our membership finds heartbreaking. Grant aid will close gaps and allow us to continue to support programs that do really great things for kids in need.

I hope you will consider our request and thank you in advance for your support,



John Huber
President, WCPA

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A HAIR SALON TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 0.767 ACRE, MORE OR LESS (Tax Map 3-35-12.06-7.00)

WHEREAS, on the 3rd day of October 2013, a conditional use application, denominated Conditional Use No. 1974 was filed on behalf of Sara Kay I. Phillips; and

WHEREAS, on the ____ day of ____ 2013, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 1974 be approved; and

WHEREAS, on the ____ day of ____ 2013, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 1974 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land, lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying northwest of Route 9 (Savannah Road) and across from Quaker Road and being more particularly described as follows:

BEGINNING at a pipe on the northwesterly right of way of Route 9 (Savannah Road) a corner for these subject lands and lands of John M. and Helen S. Quillen; thence north 30 degrees 15 minutes 46 seconds west 402.125 feet along said Quillen lands to a point; thence north 47 degrees 43 minutes 51 seconds east 83.27 feet along Covey Creek Subdivision to a concrete monument; thence south 30 degrees 36 minutes 50 seconds east 406.08 feet along

lands of George and Edith Canakis to a point on the northwesterly right of way of Route 9; thence south 50 degrees 41 minutes 05 seconds west 85.00 feet along the northwesterly right of way of Route 9 to the point and place of beginning, said parcel containing 33,435 square feet, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

PROPOSED