



Sussex County Council Public/Media Packet

**MEETING:
NOVEMBER 13, 2012**

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



SUSSEX COUNTY COUNCIL

AGENDA

NOVEMBER 13, 2012

10:00 A.M.

**** AMENDED ON November 9, 2012 at 10:40 a.m.**

Call to Order

Approval of Agenda

Approval of Minutes

Reading of Correspondence

Bob Carey, Delmarva Teen Challenge Presentation

Dave Schepens, Department of Natural Resources & Environmental Control – Proposed Changes to Onsite Wastewater and Treatment Disposal Systems

Todd Lawson, County Administrator

1. 2013 Holiday Schedule and County Council Schedule
2. Administrator's Report

10:30 a.m. Public Hearing

“AN ORDINANCE TO AMEND CHAPTER 62 OF THE CODE OF SUSSEX COUNTY RELATING TO FEES CHARGED BY THE CLERK OF THE PEACE TO PERFORM MARRIAGE CEREMONIES AND CIVIL UNIONS”

David Rutt, Assistant County Attorney

1. Universal Forest Products
 - A. Lease Amendment

Susan Webb, Finance Director

1. Fiscal Year 2013 Human Service Grants Award
2. Continue Discussion on Economic Development Incentives

Hal Godwin, Deputy County Administrator

1. Wastewater Agreements
 - A. Senators- Phase 1A and 1B
 - B. The Landing at Peppers Creek – Phase 2

Jim Hickin, Airport Manager

1. Georgetown Air Services Sublease
2. William Briedis Sublease

Rob Davis, Senior Planner, Utility Planning Division

1. Baylis Estates Annexation of the Oak Orchard Sanitary Sewer District
 - A. Request to Prepare and Post Notices

Brad Hawkes, Director of Utility Engineering

1. West Complex Renovations

Julie Cooper, Project Manager

1. Rudder Lane Pole Building, Project 11-12
 - A. Substantial Completion
 - B. Balancing Change Order
 - C. Return of Retainage
2. Greenwood Library, Project 07-05
 - A. Consultants Agreement for Construction Administration

Mike Izzo, County Engineer

1. Millville Sanitary Sewer District: Northwest Expansion Whites Neck Road
 - A. Contract 11-02 Balancing Change Order
2. Pump Station No. 30 Improvements
 - A. Contract 09-17 Change Order No. 1

**** John Ashman, Director of Utility Planning**

1. Sussex County EMS #106 Long Neck Station

A. Bid Award – Project 12-19

Grant Requests

- 1. Downtown Seaford Association for Christmas parade expenses.**
- 2. Milford Community Parades for parade expenses.**
- 3. West Rehoboth Community Land Trust for their housing initiative.**
- 4. Create 1 Marketing for the Decorating Delmarva fundraiser.**
- 5. Laurel Public Library for costs associated with fixing drainage problems.**
- 6. Mason Dixon Woodworkers for toys for needy children.**
- 7. Fenwick Island Lions Club for Selbyville Halloween Parade expenses.**

Introduction of Proposed Zoning Ordinances

Any Additional Business Brought Before Council

Executive Session – Job Applicants’ Qualifications, Personnel, Pending/Potential Litigation, and Land Acquisition 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.sussexcountypa.gov.

In accordance with 29 Del. C. §10004(e)(2), this Agenda was posted on November 5, 2012 at 3:30 p.m., at the time it was prepared by the County Administrator and at least seven (7) days in advance of the meeting. This Agenda 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.

****This Agenda was amended on November 9, 2012 at 10:40 a.m. for the purpose of adding “Bid Award for the Sussex County EMS #106 Long Neck Station – Project 12-19” under John Ashman, Director of Utility Planning, an item which was left off the Agenda by oversight and corrected by the posting of this Amended Agenda as soon as the oversight was noticed.**

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, OCTOBER 16, 2012

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, October 16, 2012, 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
Susan M. Webb	Finance Director
David Rutt	County Attorney

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

**Call to
Order**

Mr. Vincent called the meeting to order.

**M 528 12
Amend
and
Approve
Agenda**

A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to amend the Agenda by deleting "Job Applicants' Qualifications" and "Personnel" under "Executive Session"; 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

**Approve
Minutes**

The minutes of October 9, 2012 were approved by consent.

**U of D
Agriculture
Extension
Program**

On behalf of the College of Agriculture and Natural Resources, the University of Delaware, and the Carvel Research and Education Center, Dr. Mark Isaacs thanked the Council for its continued support. Dr. Isaacs gave an overview of how they use the funding allocated by the County: poultry diagnostic and research efforts in the Lasher Laboratories, field crop research, poultry research, extension safety programs, and the overall extension program (in Georgetown). The Council presented a check in the amount of \$69,049.00 to Dr. Isaacs.

**Procla-
mation/
Conflict
Resolution**

A Proclamation entitled "A PROCLAMATION TO RECOGNIZE NATIONAL CONFLICT RESOLUTION DAY" was presented to Debi Zistl, Program Director of the Center for Community Justice at People's Place in Milford.

**Draft
Ordinance/
Clerk of
Peace Fees**

The Council discussed a Draft Ordinance entitled “AN ORDINANCE TO AMEND CHAPTER 62 OF THE CODE OF SUSSEX COUNTY RELATING TO FEES CHARGED BY THE CLERK OF THE PEACE TO PERFORM MARRIAGE CEREMONIES AND CIVIL UNIONS”. This Ordinance sets the fees the Clerk of the Peace charges for marriage and civil union ceremonies for Delaware residents, non-residents and active United States military personnel.

George Parish, Clerk of the Peace, stated that the respective Clerks of the Peace of each Marriage Bureau in the State of Delaware have been engaged in a continuous dialogue in attempting to achieve unanimity in established fees. Mr. Parish stated that he endorses the proposition to extend Delaware resident fees to all active United States military personnel without regard to their legal residency. The proposition would apply to all Sussex County Marriage Bureau fees. This approach would provide an opportunity for the Sussex County Council to express its gratitude for active military personnel. Mr. Parish noted that the provision was implemented in New Castle and Kent counties in April 2012.

Mr. Wilson suggested that the fees be waived for active military personnel. It was noted that this could be discussed during the Public Hearing process.

**Introduc-
tion of
Proposed
Ordinance**

Mr. Cole introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND CHAPTER 62 OF THE CODE OF SUSSEX COUNTY RELATING TO FEES CHARGED BY THE CLERK OF THE PEACE TO PERFORM MARRIAGE CEREMONIES AND CIVIL UNIONS”.

The Proposed Ordinance will be advertised for Public Hearing.

**Adminis-
trator’s
Report**

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

1. **Delaware Solid Waste Authority Reports**

There were 48,114 pounds of recycled material received at the Recycle Delaware pods at the West Complex in Georgetown during the months of June, July, August, and September 2012. Attached are reports for each month.

2. **CERT/RACES Open House**

The Community Emergency Response Team (CERT) and Radio Amateur Civil Emergency Service (RACES) will hold a joint Open House on Sunday, October 21, from 1:00 to 4:00 p.m. at the Sussex County Emergency Operations Center. The Open House will provide an opportunity for the public to meet members of these two volunteer groups serving Sussex County in time of disaster and learn about their activities, as well as the function of the Sussex County Emergency Operations Center. The recently renovated Ham Radio station will also be open for tours. For more information, contact

**Report
(continued)**

KB3HEV@gmail.com or citizencorps@sussexcountvde.gov.

(Attachments to the Administrator's Report are not attachments to the minutes.)

**Proposed
Loan
Resolutions**

Mrs. Webb presented two Proposed Loan Resolutions for the Council's consideration.

**M 529 12
Adopt
Loan
Resolution/
Oak
Orchard
SSD**

A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to Adopt the Loan Resolution entitled "A RESOLUTION OF THE SUSSEX COUNTY COUNCIL OF THE COUNTY GOVERNMENT AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS SEWER TREATMENT FOR THE OAK ORCHARD SANITARY SEWER DISTRICT" (\$6,182,000).

Motion Adopted: 5 Yeas.

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

**M 530 12
Adopt
Loan
Resolution/
Angola
Neck
SSD**

A Motion was made by Mr. Cole, seconded by Mr. Phillips, to Adopt the Loan Resolution entitled "A RESOLUTION OF THE SUSSEX COUNTY COUNCIL OF THE COUNTY GOVERNMENT AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS SEWER TREATMENT FOR THE ANGOLA NECK SANITARY SEWER DISTRICT"

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. Godwin presented a Wastewater Agreement for the Council's consideration.

**M 531 12
Execute
Wastewater
Agreement/
The
Villages at
Herring
Creek**

A Motion was made by Mr. Phillips, seconded by Mr. Wilson, based upon the recommendation of the Sussex County Engineering Department, for Sussex County Project No. 81-04, Agreement No. 349-1, that the Sussex County Council execute a Construction Administration and Construction Inspection Agreement between Sussex County Council and The Villages at Herring Creek, LLC, for wastewater facilities to be constructed in The Villages at Herring Creek, Phase 2, located in the Angola Neck Sanitary Sewer District.

**M 531 12
(continued)**

Motion Adopted: 5 Yeas.

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

**Paramedic
Station 106/
Lease
Extension**

Robert Stuart, Director of EMS, presented a Proposed Addendum to a Lease Agreement with the Mid Sussex Rescue Squad, Inc. (Paramedic Station 106). The Lease Agreement was approved by the Council on October 25, 2011; the Lease has been in effect since 2003. Mr. Stuart stated that the proposal is for an extension of the Lease for an additional six months due to the fact that construction has been delayed on the new paramedic station. There are no changes to the terms of the Lease Agreement.

**M 532 12
Approve
Lease
Addendum/
Paramedic
Station 106**

A Motion was made by Mr. Cole, seconded by Mr. Phillips, that the Sussex County Council approves the Lease Addendum for Paramedic Station 106 between Sussex County Council and Mid-Sussex Rescue Squad, Inc., as per the terms and conditions of the Addendum.

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. Webb presented grant requests for the Council's consideration.

**M 533 12
Council-
manic
Grant**

A Motion was made by Mr. Cole, seconded by Mr. Wilson, to give \$250.00 from Mr. Vincent's Councilmanic Grant Account to the Delaware Express U12 Fastpitch Softball Team for tournament expenses.

Motion Adopted: 5 Yeas.

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

**M 534 12
Council-
manic
Grant**

A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, to give \$250.00 (\$50.00 from each Councilmanic Grant Account) to CHEER for the Deck The Halls fundraiser.

Motion Adopted: 5 Yeas.

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

M 535 12 Councilmanic Grant **A Motion was made by Mr. Phillips, seconded by Mr. Cole, to give \$200.00 (\$100.00 each from Mr. Phillips' and Mr. Vincent's Councilmanic Grant Accounts) to the Laurel Middle School for the Red Ribbon Fall Festival (drug awareness event).**

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/DNREC Proposal **Under Additional Business, Mr. Phillips commented that the next meeting of the Source Water Assessment and Protection Program's Citizen and Technical Advisory Committee is scheduled for November 7th and that a topic of discussion at that meeting will be on-site wastewater treatment and disposal systems. Mr. Phillips stated that DNREC's proposal may significantly increase the cost to homeowners. A suggestion was made to invite a representative from the County's Engineering Department and a representative from DNREC to a future Council meeting to discuss this issue.**

10/23/12 Meeting **Mr. Lawson reported that the draft agenda for the October 23rd Council meeting is light and he asked if the meeting should be cancelled.**

M 536 12 Cancel 10/23/12 Meeting **A Motion was made by Mr. Wilson, seconded by Mr. Phillips, to cancel the October 23, 2012 Council meeting due to a light agenda.**

Motion Adopted: 5 Yeas.

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

M 537 12 Go Into Executive Session **At 10:32 a.m., a Motion was made by Mr. Wilson, seconded by Mr. Phillips, to recess the Regular Session and to go into Executive Session for the purpose of discussing issues relating to pending/potential litigation and personnel.**

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 10:35 a.m., an Executive Session of the Sussex County Council was held in the Caucus Room of the Council Chambers for the purpose of discussing issues relating to pending/potential litigation and personnel. The Executive Session concluded at 11:39 a.m.**

**M 538 12
Reconvene
Regular
Session**

At 11:42 a.m., a Motion was made by Mr. Wilson, seconded by Mr. Phillips, 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

No action was required on Executive Session items.

**M 539 12
Adjourn**

At 11:42 a.m., a Motion was made by Mr. Cole, seconded by Mrs. Deaver, to adjourn.

Respectfully submitted,

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


TODD F. LAWSON
COUNTY ADMINISTRATOR
(302) 855-7742 T
(302) 855-7749 F
tlawson@sussexcountype.gov



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 C. Phillips

FROM: Todd F. Lawson 
County Administrator

RE: **2013 HOLIDAY AND COUNCIL SCHEDULES**

DATE: November 9, 2012

During Tuesday's Council meeting, you will consider both the 2013 Holiday Schedule for the County and the 2013 County Council Schedule (select days the Council will not meet). Copies of the proposed schedules are attached. Please note, there have been no significant changes to these schedules from previous years.

If you have any questions, please contact the Clerk of the Council or myself.

TFL/sww

Attachments

pc: Ms. Robin A. Griffith

SUSSEX COUNTY

2013 Holiday Schedule

<u>Holiday</u>	<u>State Observance</u>	<u>County Observance</u>
New Year's Day	January 1 (Tuesday)	January 1 (Tuesday)
Martin Luther King, Jr. Day	January 21 (Monday)	January 21 (Monday)
Good Friday	March 29 (Friday)	March 29 (Friday)
Memorial Day	May 27 (Monday)	May 27 (Monday)
Independence Day	July 4 (Thursday)	July 4 (Thursday)
Labor Day	September 2 (Monday)	September 2 (Monday)
Veterans Day	November 11 (Monday)	November 11 (Monday)
Thanksgiving Day	November 28 (Thursday)	November 28 (Thursday)
Day After Thanksgiving	November 29 (Friday)	November 29 (Friday)
Christmas	December 24 (Tuesday) December 25 (Wednesday)	December 24 (Tuesday) December 25 (Wednesday)

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

THE SUSSEX COUNTY COUNCIL WILL NOT MEET
ON THE FOLLOWING DATES
IN THE YEAR 2013

JANUARY 1	-	NEW YEAR'S DAY
MARCH 5	-	NACo CONFERENCE
MARCH 12	-	WINTER HOLIDAY
APRIL 2	-	EASTER HOLIDAY
MAY 28	-	MEMORIAL DAY HOLIDAY
JULY 2	-	SUMMER HOLIDAY
JULY 9	-	SUMMER HOLIDAY
AUGUST 27	-	SUMMER HOLIDAY
SEPTEMBER 3	-	SUMMER HOLIDAY
NOVEMBER 26	-	THANKSGIVING HOLIDAY
DECEMBER 24	-	CHRISTMAS HOLIDAY
DECEMBER 31	-	CHRISTMAS HOLIDAY

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 62 OF THE CODE OF SUSSEX COUNTY RELATING TO FEES CHARGED BY THE CLERK OF THE PEACE TO PERFORM MARRIAGE CEREMONIES AND CIVIL UNIONS.

WHEREAS, Sussex County Code, Chapter 62, Article V, Section 62-16 currently establishes the fees to be charged by the Clerk of the Peace for performing marriage ceremonies, and

WHEREAS, this ordinance shall amend Section 62-16 by including the fees to be charged for civil unions and providing Delaware resident rates for all active United States military personnel.

NOW THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. Amend Sussex County Code, Chapter 62, Article, V, Section 62-16, Enumeration of Fees, by adding the underlined language as follows:

A. The fee for a marriage or civil union license issued by the Clerk of the Peace for Sussex County to a Delaware resident or any active United States military personnel, regardless of residency, shall be \$50 each.

B. The fee for providing a marriage or civil union license issued by the Clerk of the Peace for Sussex County to a non-Delaware resident shall be \$100 each.

C. The fee for providing a certified copy of a marriage or civil union license issued by the Clerk of the Peace for Sussex County shall be \$25 each.

D. The fee for conducting a Memorable Marriage or Civil Union Ceremony for a Delaware resident or any active United States military personnel, regardless of residency, in the office of the Clerk of the Peace for Sussex County, or on The Circle or any building fronting The Circle, shall be \$50.

E. The fee for conducting a Memorable Marriage or Civil Union Ceremony in the office of the Clerk of the Peace for Sussex County, or on The Circle or any building fronting The Circle, for a non-Delaware resident shall be \$100.

F. The fee for conducting a Memorable Marriage or Civil Union Ceremony outside of the office of the Clerk of the Peace for Sussex County for a Delaware resident or any active United States military personnel, regardless of residency, shall be \$75.

G. The fee for conducting a Memorable Marriage or Civil Union Ceremony outside of the office of the Clerk of the Peace for Sussex County for a non-Delaware resident shall be \$150.

H. The fee for performing a renewal of marriage or civil union vows ceremony in the office of the Clerk of the Peace for Sussex County, or on The Circle or any building fronting The Circle, for a Delaware resident or any active United States military personnel, regardless of residency, shall be \$50.

I. The fee for performing a renewal of marriage or civil union vows ceremony in the office of the Clerk of the Peace for Sussex County, or on The Circle or any building fronting The Circle, for a non-Delaware resident shall be \$100.

J. The fee for performing a renewal of marriage or civil union vows ceremony outside of the office of the Clerk of the Peace for Sussex County for a Delaware resident or any active United States military personnel, regardless of residency, shall be \$75.

K. The fee for performing a renewal of marriage or civil union vows ceremony outside of the office of the Clerk of the Peace for Sussex County for a non-Delaware resident shall be \$150.

Section 2. Effective Date. This Ordinance shall become effective on _____, 2012.

Synopsis

This Ordinance sets the fees the Clerk of the Peace charges for marriage and civil union ceremonies for Delaware residents, non-residents and active United States military personnel.

No text is deleted. Additional text is underlined and in italics.

TODD F. LAWSON
COUNTY ADMINISTRATOR



Sussex County

ADMINISTRATIVE OFFICE BUILDING
2 THE CIRCLE
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GEORGETOWN, DELAWARE 19947
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tlawson@sussexcountye.gov
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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 C. Phillips

FROM: Todd F. Lawson
County Administrator

RE: Universal Forest Products Lease Amendment

DATE: October 26, 2012

During Tuesday's Council meeting, David Rutt will present a lease amendment on the Universal Forest Products (UFP) building at the industrial park. As you may know, this building has remained vacant for several years without a tenant.

Dating as far back as 1991, the lease for this building has gone through multiple assignments and there have been some errors in the lease terms and parcel lot dimensions as a result. The County was made aware of these issues recently.

Over the last few months, the Engineering Department, David, and I have been in negotiations with UFP to amend the lease and correct the parcel lot issues. This amendment is the result of those successful negotiations.

As a result, the lease and lot is corrected and UFP is prepared to assign the lease to a new tenant immediately. A copy of the corrected survey is attached for you to review.

If you have any questions, please let me know.

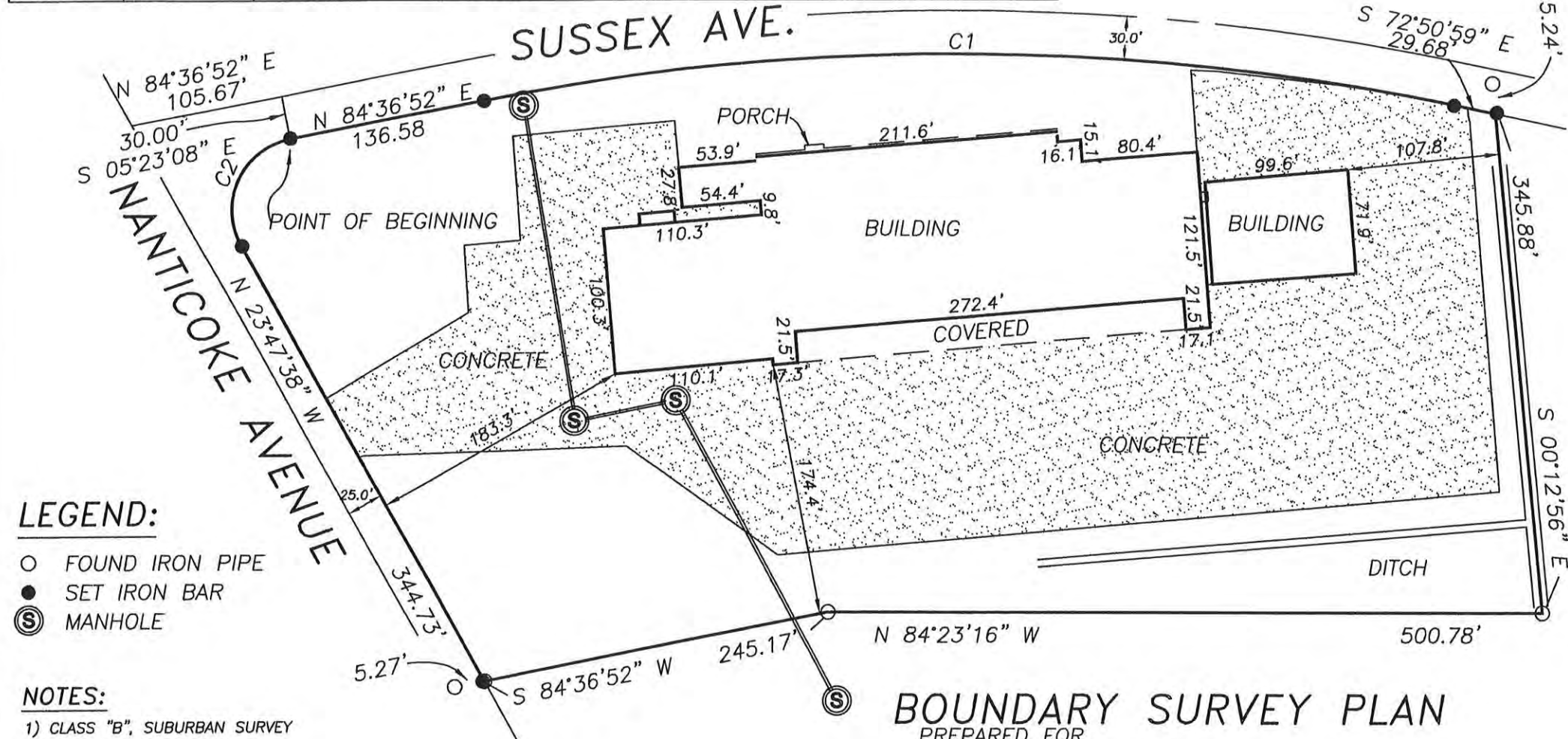
TFL/sww

Attachments

pc: David N. Rutt, Esquire
Ms. Robin A. Griffith

CURVE	RADIUS	DELTA ANGLE	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	1736.02'		682.82'	678.43'	S 84°07'03" E
C2	50.00'	108°24'30"	94.60'	81.11'	N 30°24'37" E

BEARING REFERENCE
DEED BOOK 3187, PAGE 337



BOUNDARY SURVEY PLAN

PREPARED FOR

SUSSEX COUNTY ENGINEERING DEPT.

FOR PROPERTY NOW KNOWN AS
LOT 9A

SUSSEX COUNTY INDUSTRIAL AIRPARK

22976 SUSSEX AVENUE

GEORGETOWN HUNDRED, SUSSEX COUNTY, STATE OF DELAWARE

AREA: 7.22± ACRES

SCALE: 1" = 100'

DATE: OCTOBER 22, 2012

PLAN NO. 121022-A

CHARLES E. ADAMS, JR., P.L.S. 506

Prepared By
ADAMS-KEMP ASSOCIATES, INC.
PROFESSIONAL LAND SURVEYORS
AND PLANNERS
217 SOUTH RACE STREET
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SUSAN M. WEBB, CPA
FINANCE DIRECTOR



Sussex County

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MEMORANDUM:

TO: The Honorable Michael H. Vincent
President, Sussex County Council

The Honorable Samuel R. Wilson, Jr.
Vice President, Sussex County Council

The Honorable George B. Cole
Sussex County Councilman

The Honorable Vance Phillips
Sussex County Councilman

The Honorable Joan R. Deaver
Sussex County Councilwoman

FROM: Susan M. Webb, CPA *SMW*
Finance Director

RE: **2013 HUMAN SERVICE GRANTS**

DATE: October 26, 2012

Attached is a schedule of the 2013 Human Service Grants. On Tuesday, October 30, 2012, I will be recommending to Council that we approve those grants listed for payment.

Please call me prior to the meeting if you would like to discuss further.

SMW/nc

Attachment

**SUSSEX COUNTY COUNCIL
HUMAN SERVICE GRANTS
FISCAL YEAR 2013
1062000.56532**

AGENCY	PROJECT	GRANTED FISCAL 2012	REQUESTED FISCAL 2013	AMOUNT RECOMMENDED 2013	
ALZHEIMER'S ASSOCIATION	SAFE RETURN PROGRAM	\$500.00	\$500.00	\$500.00	
AMERICAN DIABETES ASSOCIATION	TO ASSIST WITH THE ADA SUGAR FREE WEEKEND RETREAT FOR CHILDREN	\$500.00	\$1,500.00	\$500.00	
THE ARC OF DELAWARE	TO ASSIST PERSONS WITH DEVELOPMENTAL DISABILITIES	\$1,000.00	\$1,000.00	\$1,000.00	
BEST BUDDIES DELAWARE	TO ASSIST WITH FUNDING FOR STUDENTS WITH DISABILITIES	\$0.00	\$5,000.00	\$500.00	NEW REQUEST
BIG BROTHERS/BIG SISTERS OF DELAWARE, INC.	MENTORING PROGRAM FOR AT-RISK YOUTH	\$1,000.00	\$2,000.00	\$1,000.00	
BOOKER STREET CHURCH OF GOD	HOUSE OF RUTH - HOUSING TO HOMELESS AND ABUSED WOMEN	\$500.00	\$3,300.00	\$500.00	
BRIDGEVILLE COMMUNITY ACTION	TO SUPPORT HAVING A FATHER & SON FAMILY NIGHT PROGRAM	\$1,000.00	OPEN	\$1,000.00	
CANCER SUPPORT COMMUNITY	TO SUPPORT PSYCHOSOCIAL & EDUCATIONAL PROGRAMS	\$500.00	\$750.00	\$500.00	
CAN-DO PLAYGROUND AT MILFORD	TO ASSIST WITH A PLAYGROUND FOR CHILDREN W/ SPEC NEEDS	\$0.00	\$5,000.00	\$500.00	NEW REQUEST
CAPE HENLOPEN FOOD BASKET	TO PURCHASE FOOD FOR THE FOOD BASKET	\$500.00	\$1,000.00	\$500.00	
CASA SAN FRANCISCO	SOCIAL SERVICES - TRANSPORTATION SERVICES	\$1,000.00	\$10,000.00	\$1,000.00	
CHEER INC. - MEAL PROGRAM	HOME SERVICE PROGRAM - HOMEBOUND SENIORS	\$2,500.00	\$20,000.00	\$2,500.00	
CHEER INC. - HOME SERVICES	SHORT TERM EMERGENCY HOME HEALTH SERVICES	\$0.00	\$40,000.00	\$1,000.00	NEW REQUEST
CHEER CENTERS					
A.) GEORGETOWN	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
B.) GREENWOOD	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
C.) HARBOUR LIGHTS (LEWES)	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
D.) MILTON	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
E.) ROXANA	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
F.) COASTAL LEISURE CENTER	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
G.) LONG NECK (PELICAN COVE)	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00	
CHURCH OF GOD AND SAINTS OF CHRIST	ANNUAL FREE THANKSGIVING DINNER FOR ANYONE	\$900.00	\$2,000.00	\$900.00	
CONTACT LIFELINE	PROVIDE 24 HR PHONE COUNSELING FOR RAPE VICTIMS	\$0.00	\$3,000.00	\$1,000.00	NEW REQUEST
COVERDALE CROSSROADS COMMUNITY COUNCIL, INC.	TO ASSIST WITH CABLE & INTERNET FOR AN AFTER SCHOOL PROGRAM	\$500.00	\$1,695.48	\$500.00	

**SUSSEX COUNTY COUNCIL
HUMAN SERVICE GRANTS
FISCAL YEAR 2013
1062000.56532**

AGENCY	PROJECT	GRANTED FISCAL 2012	REQUESTED FISCAL 2013	AMOUNT RECOMMENDED 2013	
DAGSBORO BOYS & GIRLS CLUB	GENERAL SERVICES	\$1,500.00	\$5,000.00	\$1,500.00	
DAGSBORO CHURCH OF GOD	JOSEPH'S STOREHOUSE - EMERGENCY FOOD ITEMS	\$1,000.00	\$1,500.00	\$1,000.00	
DELAWARE ADOLESCENT PROGRAM INC.	STAFFING & SUPPLIES	\$1,000.00	\$2,000.00	\$1,000.00	
DELAWARE COMMUNITY REINVESTMENT ACTION COUNCIL, INC.	TO ASSIST LOW INCOME INDIVIDUALS WITH TAXES	\$500.00	\$1,000.00	\$500.00	
DELAWARE CRIME STOPPERS	TO ASSIST WITH THE REWARDS PROGRAM	\$500.00	\$1,500.00	\$500.00	
DELAWARE FOUNDATION REACHING CITIZENS WITH COGNITIVE DISABILITIES	TO SUPPORT THE HAND-IN-HAND PROGRAM	\$2,500.00	\$5,000.00	\$2,500.00	
DELAWARE GUIDANCE SERVICES FOR CHILDREN & YOUTH	TO PROVIDE MENTAL HEALTH SERVICES FOR AT RISK CHILDREN IN SUSSEX COUNTY	\$2,000.00	\$2,000.00	\$2,000.00	
DELAWARE HOUSING COALITION	SUSSEX HOUSING GROUP - STAFFING & MILEAGE	\$2,000.00	\$5,000.00	\$2,000.00	
DELAWARE LIONS FOUNDATION	MATCHING GRANTS FOR DIRECT SERVICES TO FAMILIES IN NEED	\$500.00	\$2,000.00	\$500.00	
DELAWARE NATURE SOCIETY	TO ASSIST WITH EDUCATION PROGRAMS	\$1,000.00	\$1,000.00	\$1,000.00	
DELAWARE POLICE CHIEFS' COUNCIL	TO SUPPORT THE "LOCAL POLICE COORDINATION"	\$2,500.00	NO REQUEST	\$0.00	
DELMARVA CLERGY UNITED IN SOCIAL ACTION FOUNDATION	PROVIDE AFTER SCHOOL PROGRAMS	\$1,000.00	\$5,000.00	\$1,000.00	
EASTER SEAL REHABILITATION CENTER	ADULT DAY HEALTH SERVICE PROGRAM	\$1,000.00	\$1,000.00	\$1,000.00	
EL CENTRO CULTURAL, INC.	TO ASSIST WITH FESTIVAL HISPANO	\$1,000.00	\$2,000.00	\$1,000.00	
EVERLASTING HOPE MINISTRIES	TO ASSIST WITH TONY'S HOUSE TRANSITIONAL SHELTER	\$1,000.00	\$5,000.00	\$1,000.00	
FAMILIES IN CRISIS CONFERENCE	TO ASSIST WITH ANNUAL CONFERENCE	\$500.00	\$500.00	\$500.00	
FAMILY OUTREACH MULTIPURPOSE COMMUNITY CENTER	TO ASSIST WITH THE G.R.I.P AFTER SCHOOL PROGRAM	\$500.00	\$1,500.00	\$500.00	
FIRST STEPS PRIMEROS PASOS	TO ASSIST WITH PROGRAM FOR EARLY CARE & EDUCATION	\$500.00	\$1,000.00	\$500.00	
FOOD BANK OF DELAWARE	TO HELP FUND THE BACKPACK PROGRAM FOR YOUTH	\$500.00	\$5,000.00	\$500.00	
GEORGETOWN BOYS & GIRLS CLUB	YOUTH DEVELOPMENT PROGRAM	\$1,500.00	\$5,000.00	\$1,500.00	
GIRLS - STATE OF DELAWARE	TO HELP FUND 5 PARTICIPANTS ATTEND WEEK LONG SESSION	\$0.00	\$3,000.00	\$500.00	NEW REQUEST
GOOD SAMARITAN AID ORGANIZATION	CHRISTMAS BASKET PROGRAM	\$1,000.00	\$1,000.00	\$1,000.00	
HOMELESS PLANNING COUNCIL OF DE.	TO HELP FUND PUBLIC EDUCATION CAMPAIGN	\$500.00	NO REQUEST	\$0.00	

**SUSSEX COUNTY COUNCIL
HUMAN SERVICE GRANTS
FISCAL YEAR 2013
1062000.56532**

AGENCY	PROJECT	GRANTED FISCAL 2012	REQUESTED FISCAL 2013	AMOUNT RECOMMENDED 2013
JUNIOR ACHIEVEMENT	YOUTH DEVELOPMENT IN SUSSEX COUNTY	\$1,000.00	NO REQUEST	\$0.00
KENT-SUSSEX INDUSTRIES, INC.	TO COVER COST OF CLIENT'S TRANSPORTATION FOR A FULL YEAR	\$1,000.00	\$8,153.00	\$1,000.00
KIWANIS FOUNDATION OF COASTAL DELAWARE	TO ASSIST WITH HIPPO THERAPY & LEADERSHIP PROGRAM	\$1,000.00	\$3,000.00	\$1,000.00
LA ESPERANZA	TO PROVIDE SOCIAL SERVICES TO HISPANICS OF SUSSEX	\$1,500.00	\$15,000.00	\$1,500.00
LA RED HEALTH CENTER	TO SUPPORT EXPANSION OF MENTAL HEALTH SERVICES	\$500.00	\$1,000.00	\$500.00
LAUREL BOYS & GIRLS CLUB	YOUTH DEVELOPMENT PROGRAMS	\$1,500.00	\$5,000.00	\$1,500.00
LAUREL COMMUNITY FOUNDATION	TO HELP WITH MONTHLY EXPENSES	\$1,000.00	\$2,000.00	\$1,000.00
LAUREL LIONS CLUB	TO HELP MAINTAIN TENNIS & BASKETBALL COURTS	\$1,000.00	\$1,000.00	\$1,000.00
LEWES HISTORICAL SOCIETY	TO ASSIST WITH EDUCATIONAL PROGRAMS	\$1,000.00	\$1,000.00	\$1,000.00
MEALS ON WHEELS OF LEWES & REHOBOTH, INC.	TO PROVIDE NUTRITIOUS MEALS EACH DAY TO HOMEBOUND SENIORS	\$6,000.00	\$10,000.00	\$6,000.00
MILTON HISTORICAL SOCIETY	TO SUPPORT PURCHASE OF EQUIPMENT	\$1,000.00	NO REQUEST	\$0.00
MT. ZION CHURCH	ANNUAL LOVE FEAST - FOOD BASKETS AND NECESSITIES	\$500.00	\$700.00	\$500.00
NATIONAL MULTIPLE SCLEROSIS SOCIETY	TO PROVIDE DIRECT ASSISTANCE THOSE LIVING WITH MS	\$1,000.00	\$2,500.00	\$1,000.00
NEW HOPE RECREATION & DEVELOPMENT CENTER	TO ASSIST WITH AN AFTER SCHOOL/TUTORING PROGRAM	\$500.00	\$600.00	\$500.00
OAK ORCHARD/RIVERDALE BOYS AND GIRLS CLUB	YOUTH DEVELOPMENT PROGRAMS	\$1,500.00	\$10,000.00	\$1,500.00
OPEN ARMS SOUP KITCHEN & FOOD PANTRY	MONTHLY LUNCHEES TO COMMUNITY OF ELLENDALE	\$500.00	OPEN	\$500.00
PEOPLE'S PLACE	TO PROVIDE MENTAL HEALTH SERVICES	\$2,000.00	\$4,000.00	\$2,000.00
PINETOWN CIVIC ASSOCIATION	TO ASSIST WITH TECHNOLOGY SERVICES FOR PROGRAM	\$500.00	NO REQUEST	\$0.00
POLLY BRANCH CIVIC ASSOC	TO PURCHASE 3 COMPUTERS	\$1,000.00	NO REQUEST	\$0.00
READ-ALONG DELAWARE	SOLIDIFY VOLUNTEER BASE FOR LITERACY PROGRAMS	\$1,000.00	\$2,000.00	\$1,000.00
READING ASSIST INSTITUTE	TO ASSIST WITH PROVIDING LITERACY SKILLS FOR YOUTH	\$500.00	\$1,280.00	\$500.00

**SUSSEX COUNTY COUNCIL
HUMAN SERVICE GRANTS
FISCAL YEAR 2013
1062000.56532**

AGENCY	PROJECT	GRANTED FISCAL 2012	REQUESTED FISCAL 2013	AMOUNT RECOMMENDED 2013
REHOBOTH BEACH BOYS AND GIRLS	POSITIVE YOUTH DEVELOPMENT PROGRAMMING	\$1,500.00	\$5,000.00	\$1,500.00
THE RONALD MCDONALD HOUSE OF DELAWARE	TO PROVIDE SERVICES REQUIRED FOR SUSSEX COUNTY CHILDREN AND THEIR FAMILIES	\$1,000.00	\$1,000.00	\$1,000.00
THE SALVATION ARMY	EMERGENCY CRISIS HELP	\$1,000.00	NO REQUEST	\$0.00
SEAFORD HISTORICAL SOCIETY, INC.	TO PROVIDE MULTIPLE PROFESSIONALLY MADE INFORMATIONAL SIGNS TO EXPLAIN BUILDINGS AROUND PLANTATION	\$1,000.00	\$1,200.00	\$1,000.00
SHECHINAH EMPOWERMENT CENTER	FOOD BASKETS	\$500.00	\$1,500.00	\$500.00
SUSSEX COUNTY SENIOR CENTERS				
A.) BRIDGEVILLE	GENERAL SERVICES	\$5,000.00	\$15,000.00	\$5,000.00
B.) CAPE HENLOPEN	GENERAL SERVICES	\$5,000.00	\$7,957.00	\$5,000.00
C.) INDIAN RIVER	GENERAL SERVICES	\$5,000.00	OPEN	\$5,000.00
D.) LAUREL	GENERAL SERVICES	\$5,000.00	\$8,000.00	\$5,000.00
E.) LEWES	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00
F.) MILFORD	GENERAL SERVICES	\$5,000.00	\$5,000.00	\$5,000.00
G.) NANTICOKE	GENERAL SERVICES	\$5,000.00	\$6,000.00	\$5,000.00
SUSSEX COMMUNITY CRISIS HOUSING SERVICES, INC.	TO ASSIST WITH PROVIDING FOOD & SHELTER TO INDIVIDUALS IN CRISIS	\$2,000.00	\$3,500.00	\$2,000.00
SUSSEX COUNTY HABITAT FOR HUMANITY	FAMILY EDUCATION PROGRAMS	\$1,000.00	\$5,000.00	\$1,000.00
SUSSEX COUNTY RETIRED AND SENIOR VOLUNTEER PROGRAM ADVISORY COMMITTEE	TO ASSIST WITH THE RSVP NIMBLE FINGERS PROJECT	\$500.00	\$1,000.00	\$500.00
SUSSEX FAMILY YMCA	TO ASSIST WITH ANNUAL CAMPAIGN FOR KIDS	\$1,000.00	\$1,000.00	\$1,000.00
SUSSEX PREGNANCY CARE CENTER	TO HELP WITH THE ABSTINENCE PROGRAM	\$1,000.00	\$1,000.00	\$1,000.00
TEENS IN PERSPECTIVE, INC.	TO ASSIST WITH LEADERSHIP PROGRAM FOR YOUTH	\$500.00	\$1,900.00	\$500.00
UCOUNT, INC.	TO ASSIST WITH INTERNET, CABLE, SOFTWARE & EQUIPMENT	\$500.00	\$1,400.00	\$500.00
UNITY PERSPECTIVES, INC.	HEALTH AND WELLNESS PROGRAMS	\$500.00	NO REQUEST	\$0.00
THE WAY HOME PROGRAM	ASSISTING PRISONERS TO TRANSITION BACK IN THE COMMUNITY	\$1,000.00	\$10,000.00	\$1,000.00
WESTERN SUSSEX BOYS & GIRLS CLUB	YOUTH DEVELOPMENT PROGRAMS	\$1,500.00	\$5,000.00	\$1,500.00
YWCA DELAWARE	TO ASSIST WITH PROGRAMS FOR THE YOUTH	\$500.00	\$1,500.00	\$500.00
		\$144,900.00	\$341,935.48	\$140,400.00

2013 BUDGET IS \$143,520

82 AGENCIES

SUSAN M. WEBB, CPA
FINANCE DIRECTOR



Sussex County

ADMINISTRATIVE OFFICE BUILDING
2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947
TEL: 302-855-7741
FAX: 302-855-7749
E-MAIL: smwebb@sussexcountyde.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 Vance C. Phillips
The Honorable Joan R. Deaver

FROM: Susan M. Webb, CPA
Finance Director

RE: **ECONOMIC DEVELOPMENT FUNDS – GRANTS**

DATE: October 25, 2012

On Tuesday, October 30, 2012, we will continue the discussion concerning our Economic Development funds being granted to qualifying businesses through the Economic Development Fund.

During a previous Council meeting, it was suggested the Committee be expanded to include a member of the business community from Sussex County. Administration is recommending that this member be Robert Ryder, Jr. A copy of his resume is attached for you to review. The updated policy is also attached which reflects these changes.

In recent months, we have been modifying our policy to make it more attractive, competitive, and accessible. We have been discussing the granting of funds and how we could administratively do this while at the same time being reasonably assured the funds are being used properly. We feel the concept and spirit of this fund, at this time, would benefit by allowing grant funds to be allocated.

SMW/nc

Attachments

Robert F. Rider, Jr.
201 Pennsylvania Avenue
Seaford, DE 19973

(302) 337-8211 Office
(302) 542-8767 Cell

Education

Woodbridge High School, Salutatorian, 1981
Bachelor of Science in Agricultural Engineering, Cornell University, 1985

Present Responsibilities

CEO - O. A. Newton and Son Company, 2011 – Present
President - O. A. Newton and Son Company, 1996 – Present
President – TKC Technologies, LLC., An Affiliate of O. A. Newton, 1999 – Present
Managing Partner – Park Avenue Associates, LLC., 2008 – Present
Member – Newton Farms, LLC.,

Current Board and Association Positions

Member – Sussex Economic Development Action Committee, 2010 – Present, Vice President 2010 - 2011, President 2011-2012
Member – Delaware Technical and Community College Owens Campus Development Council, 1998 – Present
Member – Process Equipment Manufacturers Association, 1997 – Present; Board of Directors 2001-2006; Treasurer 2003-2004; Vice-President 2004-2005; President 2005-2006; Board of Directors 2010-Present
Member – Nanticoke Health Services Foundation Board of Directors, 2010 – Present
Member – Cheer Foundation Board of Trustees, 2011 - Present
Member – Peninsula Delaware Methodist Conference Board of Pensions, 2007 – Present
Director – Bridgeville Cemetery Association, 2002 – Present
Member – Bridgeville Kiwanis Club, 1989 – Present, President 1996 - 1997

Past Board and Association Positions

Director – The Irrigation Association, 2001 – 2004
Member – The Delaware Private Industry Council, 1994 – 1998, Vice Chairman 1998
Member – Delaware Curriculum Framework Commission for Agriculture, 1995 – 1998
Member – The Executive Committee/Vistage Group #359, 1999 – 2008
Director - Peninsula Delaware / Eastern Pennsylvania Methodist Foundation Board, 1998 – 2007, President, 2004 - 2007
Participant - The Resourceful Business Leader Program, 2010
Chairman - Administrative Board, Union United Methodist Church, 1997 – 2000
Presenter – Choices Program, 1987 – 1993

Robert F. Rider, Jr.

Upon graduation from Cornell University in 1985, with a B.S. degree in Agricultural Engineering, Robert F. Rider, Jr. began employment immediately with O. A. Newton upon graduation. He has held various positions in the organization since that time including Jobsite Supervisor, Parts and Service Manager, Vice-President of Operations, and Vice-President of Sales, until he began his current position as President in 1996. He was recently appointed as CEO in 2011.

O. A. Newton, a family owned business since 1916, is located in Bridgeville, DE, with an additional store location in Bergen, NY. O. A. Newton is a services and solutions provider for the Agricultural Irrigation industry through the Mid-Atlantic and Northeast. The company is a dealer for Valley Center Pivots, Kifco Water Reels, and John Deere Water products among many others. O. A. Newton is also in the Material Handling business which involves the manufacturing and installation of equipment for weighing and conveying “difficult-to-handle” raw materials for customers throughout North America, South America, and Europe. The industries include Wood Fiber Composites, PVC, Carbon Black, Friction Products and Bulk Dry Powders.

Mr. Rider currently serves on the Board of the Process Equipment Manufacturers Association (PEMA), where he has held the positions of Treasurer, Vice President, and President. He also serves on the Delaware Technical and Community College Development Council, Nanticoke Health Services Foundation Board, President of the Board of Directors for Sussex County Economic Development Action Committee, Peninsula Delaware Methodist Conference Board of Pensions, and Bridgeville Kiwanis Club (Past President). He is a past Board Member of The Irrigation Association and was a 10 year member of Vistage, a worldwide program that facilitates personal and professional growth for Chief Executives, presidents and owners of businesses. Additionally he has held various leadership capacities in the Delaware Private Industry Council, Curriculum Framework Commission for Agriculture, and the Woodbridge Advisory Council.

Mr. Rider lives in Seaford with his wife Susan in a 100+ year old downtown home that they have passionately restored over the last eight years. Together they have five children – Tyler Mills, Lauren Mills, Justin Rider, Nathan Rider, and Emma Rider.

ECONOMIC DEVELOPMENT FUND – GRANT

PURPOSE

Certain funds appropriated to the Economic Development Fund may be granted as recommended by the Sussex County Economic Development Committee (the “committee”) and authorized by the Sussex County Council for final approval.

This fund may be used for the following purposes:

1. Retention and expansion of an existing business.
2. Recruitment of new business.
3. Formation of a new business.

Grant funds may be used for the following activities:

1. Renovation, construction or capital improvements.
2. Purchasing equipment, buildings or land.
3. Relocation expenses.

CRITERIA

The amount of grant assistance provided through the Economic Development Fund will be based upon the following;

1. Consistent with our current Economic Development strategies.
2. Number of jobs created or retained.
3. Quality of jobs created or retained.
4. Competitiveness of other offers from other locations under consideration.
5. Overall economic impact of the project as measured by job creation and retention, private investment leverage, and DEDO participation.
6. Feasibility of the project as determined by the applicant’s business plan and business history.

ECONOMIC DEVELOPMENT COMMITTEE – GRANT

The committee will be responsible for reviewing proposals and making recommendation to the Sussex County Council for final approval. The Committee shall be composed of the following members;

1. Sussex County Administrator
2. Sussex County Finance Director
3. Sussex County Economic Development Director
4. Sussex County Attorney
5. Sussex County Council appointee

Sussex County
Engineering Department

MICHAEL A. IZZO, P.E.
County Engineer



2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947

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

October 11, 2012

FACT SHEET

SUSSEX COUNTY PROJECT 81-04
SENATORS - PHASE 1A
AGREEMENT NO. 766 - 2

DEVELOPER:

Mr. Jack Lingo
Senators Lewes, LP
246 Rehoboth Avenue
Rehoboth Beach, De 19971

LOCATION:

West side of Gills Neck Road.

SANITARY SEWER DISTRICT:

West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

Off-site sewer construction and 11 single family
lots

SYSTEM CONNECTION CHARGES:

\$51,865.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval
01/22/10

Department Of Natural Resources Plan Approval
06/07/10

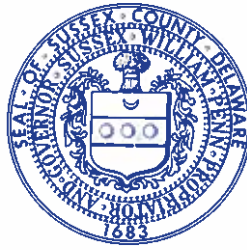
SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 30
Construction Admin And Construction Inspection Cost – \$17,621.03
Proposed Construction Cost – \$117,473.50

\\west-fs1\Engineering\99110\agr_num766\agr_num766-2\UCD_Construction_Fact_Sheet_1.rtf
10/11/2012

**Sussex County
Engineering Department**

MICHAEL A. IZZO, P.E.
County Engineer



2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947

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

OCTOBER 23, 2012

PROPOSED MOTION

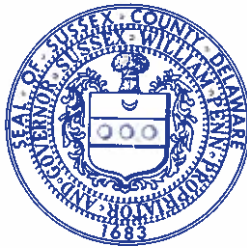
BE IT MOVED THAT BASED UPON THE RECOMMENDATION OF THE SUSSEX COUNTY ENGINEERING DEPARTMENT, FOR SUSSEX COUNTY PROJECT NO. 81-04, AGREEMENT NO. 766-2 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "SENATORS LEWES, LP", FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "SENATORS PHASE 1A ", LOCATED IN THE WEST REHOBOTH EXPANSION OF THE DEWEY BEACH SANITARY SEWER DISTRICT.

ORDINANCE NO. 38
AGREEMENT NO. 766-2

TODD LAWSON
COUNTY ADMINISTRATOR

**Sussex County
Engineering Department**

MICHAEL A. IZZO, P.E.
County Engineer



2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947
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

October 19, 2012

FACT SHEET

**SUSSEX COUNTY PROJECT 81-04
SENATORS - PHASE 1B
AGREEMENT NO. 766 - 3**

DEVELOPER:

Mr. Jack Lingo
Senators Lewes, LP
246 Rehoboth Avenue
Rehoboth Beach, De 19971

LOCATION:

West side of Gills Neck Road.

SANITARY SEWER DISTRICT:

West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

38 single family lots

SYSTEM CONNECTION CHARGES:

\$179,170.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval
01/22/10

Department Of Natural Resources Plan Approval
06/07/10

SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 30
Construction Admin And Construction Inspection Cost – \$16,440.38
Proposed Construction Cost – \$109,602.50

Sussex County
Engineering Department

MICHAEL A. IZZO, P.E.
County Engineer



2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947

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

OCTOBER 30, 2012

PROPOSED MOTION

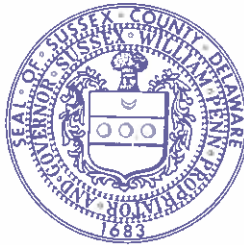
BE IT MOVED THAT BASED UPON THE RECOMMENDATION OF THE SUSSEX COUNTY ENGINEERING DEPARTMENT, FOR SUSSEX COUNTY PROJECT NO. 81-04, AGREEMENT NO. 766-3 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "SENATORS LEWES, LP", FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "SENATORS PHASE 1B ", LOCATED IN THE WEST REHOBOTH EXPANSION OF THE DEWEY BEACH SANITARY SEWER DISTRICT.

ORDINANCE NO. 38
AGREEMENT NO. 766-3

TODD LAWSON
COUNTY ADMINISTRATOR

Sussex County
Engineering Department

MICHAEL A. IZZO, P.E.
County Engineer



2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947

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

October 24, 2012

FACT SHEET

**SUSSEX COUNTY PROJECT 81-04
THE LANDINGS AT PEPPER CREEK (A/K/A THE MARINA AT PEPPER'S CREEK) - PHASE 2
AGREEMENT NO. 516 - 2**

DEVELOPER:

Mr. Bobby Horsey
HKS 4 LLC
28107 Beaver Dam Branch Road
Laurel, DE 19956

LOCATION:

South side County Road 336 East of County Road
335A

SANITARY SEWER DISTRICT:

Dagsboro/Frankford Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

17 Single Family Lots

SYSTEM CONNECTION CHARGES:

\$113,050.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval
07/26/06

Department Of Natural Resources Plan Approval
10/23/06

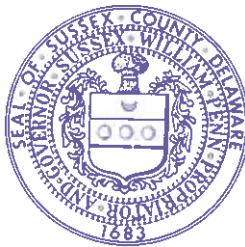
SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 30
Construction Admin And Construction Inspection Cost – \$7,076.25
Proposed Construction Cost – \$47,175.00

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10/24/2012

Sussex County
Engineering Department

MICHAEL A. IZZO, P.E.
County Engineer



2 THE CIRCLE
P.O. BOX 589
GEORGETOWN, DELAWARE 19947
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

November 13, 2012

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. 516-2 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "H.K.S. 4, L.L.C.", FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "THE LANDING AT PEPPER CREEK-PHASE 2, (A/K/A THE MARINA AT PEPPER'S CREEK)", LOCATED IN DAGSBORO/FRANKFORD SANITARY SEWER DISTRICT.

ORDINANCE NO. 38
AGREEMENT NO. 516-2

TODD LAWSON
COUNTY ADMINISTRATOR

Sussex County
Engineering Department

MICHAEL A. IZZO, P.E.
County Engineer

JAMES A. HICKIN
Airport Manager




P.O. BOX 589
GEORGETOWN, DELAWARE 19947
Administration 302-855-7718
Airport & Industrial Park 302-855-7774
Environmental Services 302-855-7730
Public Works 302-855-7703
Utility Engineering 302-855-7717
Utility Permits 302-855-7719
Utility Planning 302-855-1299

Airport Fax: 302-855-7773

MEMORANDUM

TO: **Sussex County Council**

THROUGH: Todd Lawson
County Administrator

FROM: Jim Hickin, A.A.E. 
Airport & Industrial Park

RE: **GEORGETOWN AIR SERVICES SUBLEASE**

DATE: October 26, 2012

I am on the Council agenda October 30th to recommend your approval of a sublease amendment between Georgetown Air Services and Northrop Grumman Systems Corporation. Georgetown Air Services currently subleases 100 sq ft of office space in the Old Terminal Building to Northrop Grumman.

The general terms of the sublease amendment are:

- Extends sublease three years beginning Jan 2013
 - One three year option

The general terms of the original sublease are:

- Use for their normal business activity
- \$1,000,000 general liability insurance – County additional insured
- Waiver of right of recovery against County

I recommend your approval of this sublease amendment. Please call me at 855-7775 with any questions.

cc: Michael A. Izzo, P.E., County Engineer

FIRST AMENDMENT TO OFFICE SPACE SUB-LEASE AGREEMENT

This FIRST AMENDMENT TO OFFICE SPACE SUB-LEASE AGREEMENT (First Amendment) is made as of the ____ day of October, 2012 (the effective date) by and between Georgetown Air Services, LLC, ("Georgetown" or "Lessor") and Northrop Grumman Systems Corporation ("Northrop" or "Lessee").

WITNESSETH

Whereas Georgetown and Northrop entered into a certain Office Space Sub-Lease Agreement (Sub-Lease) dated December 16, 2009; and

Whereas, Georgetown and Northrop have agreed to amend the Sub-Lease as set forth herein.

1. The Term of the Sub-Lease shall be extended from January 1, 2013 through December 31, 2015.
2. Option: Lessee shall have the option for one additional three (3) year term. Lessee shall notify Lessor of its intent to exercise its option no less than 30 days prior to the expiration of the sub-lease term referenced in paragraph 1, above..
3. Section 4.a of the Sub-Lease shall be amended as follows: "Rent: For the rights granted by this Sub-Lease Agreement, Lessee shall pay Monthly Rent ("Rent") of \$ [REDACTED] per month
4. Section 4.e shall be deleted in its entirety.
5. Lessee and Lessor respectively represent and warrant to the other that no brokers were retained, used or referred to with respect to this Amendment to Sub-Lease. No claims for commissions or fees and valid or warranted with respect to or in connection with this Amendment to Sub-Lease and that each shall defend, indemnify and hold the other harmless from any and all costs, claims or causes for action for such commission or fees resulting from its own acts.
6. Interpretation of Amendment. The Sub-Lease is hereby modified and supplemented by this First Amendment. Wherever there exists a conflict between this First Amendment and the Sub-Lease, the provisions of this First Amendment

shall control. Unless otherwise indicated, capitalized terms herein shall be defined in the manner set forth in the Sub-Lease.

7. Ratification. Lessee and Lessor hereby ratify and confirm their obligations under the Sub-Lease.
8. Counterparts. This First Amendment may be signed in one or more counterparts, each of which shall be deemed an original and all of which, taken together, shall constitute one instrument.
9. All other terms of the Sub-Lease not explicitly amended by this First Amendment shall continue with all force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to Office Sub-Lease Agreement the day and year first above written:

NORTHROP GRUMMAN SYSTEMS CORPORATION (LESSEE)

By: _____
Name: _____
Title: _____

GEORGETOWN AIR SERVICES, LLC (LESSOR):

By: _____
Name: _____
Title: _____

Approved by SUSSEX COUNTY COUNCIL

By: _____
Name: _____
Title: _____

Sussex County
Engineering Department

MICHAEL A. IZZO, P.E.
County Engineer

JAMES A. HICKIN
Airport Manager



P.O. BOX 589
GEORGETOWN, DELAWARE 19947


Administration	302-855-7718
Airport & Industrial Park	302-855-7774
Environmental Services	302-855-7730
Public Works	302-855-7703
Utility Engineering	302-855-7717
Utility Permits	302-855-7719
Utility Planning	302-855-1299

Airport Fax: 302-855-7773

INTEROFFICE MEMO

TO: **Sussex County Council**

THRU: Todd Lawson
County Administrator

FROM: Jim Hickin, A.A.E.
Airport Manager 

DATE: October 26, 2012

RE: **William Briedis (California Closets)**

William Briedis currently leases Lot 20B in the Sussex County Industrial Park. He has requested Council's approval to sublease a portion of the property to AG Adams Construction, LLC. His lease requires he obtain written consent from the Sussex County Council before any sublease.

Mr. Allen will sublease a 50' X 60' building for use as office and conference space. The building will also be used for machinery and equipment repair.

Mr. Briedis has a 30 year lease which began in 2001. The leased property is 1.64 acres, and has a second, similar building on site. He currently pays \$1,968 per year in rent and we have never had any issues with rent payments.

Mr. Briedis' lease with the County limits the use of the property to the manufacturing of custom closets only. If you approve Mr. Briedis' request, I'll have his lease amended to allow the property to be used for the type of activities AG Adams will conduct on the property.

I recommend Council approve William Briedis' request to sublease to AG Adams Construction, LLC.

cc: Michael A. Izzo, P.E., Director, Engineering Dept.

Baylis Estates Annexation
into the
Oak Orchard Sanitary Sewer District

- The Engineering Department is requesting permission to prepare and post public hearing notices for a public hearing that will consider a request to annex a parcel of land into the Oak Orchard Sanitary Sewer District.
- The area adjoins the existing sewer district and is proposed for the development of Baylis Estates.
- The area to be added is located on the easterly side of Mount Joy (Road 297), west of the intersection with John Williams Highway (Route 24). A Royal Farm Store, the Nanticoke Indian Museum and Mary, Mother of Peace Catholic Church are southeast at the intersection and the Indiantown Farms subdivision is to the north.
- The tax map reference for the parcel is 234-29.00 Parcel 42. The parcel is approximately 75.48 acres.
- A map showing the parcel proposed for annexation and the existing sewer district boundary is attached. The parcel to be added is shown crosshatched and shaded.



INDIAN TOWN
FARMS

PROPOSED BAYLIS ESTATES
SUBDIVISION
2-34-29.00-42.00

MOUNT JOY RD

OAK ORCHARD
SANITARY SEWER DISTRICT

RIVER VILLAGE

ROUTE 24

JOHN J. WILLIAMS HWY

OAK ORCHARD RD

INDIAN SUMMER
VILLAGE

PROPOSED EXPANSION OF THE
OAK ORCHARD SANITARY SEWER DISTRICT
(BAYLIS ESTATES EXPANSION)

(AREA IS CROSSHATCHED)



OCTOBER 23, 2012

NOT TO SCALE

TODD F. LAWSON
COUNTY ADMINISTRATOR
(302) 855-7742 T
(302) 855-7749 F
tlawson@sussexcountype.gov



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 C. Phillips

FROM: Todd F. Lawson
County Administrator

RE: **WEST COMPLEX RENOVATIONS**

DATE: November 9, 2012

During Tuesday's Council meeting, Brad Hawkes will present an update on the County's efforts to renovate the West Complex offices.

Due to previous modifications, the building lacks an ADA entrance and hallway on the first floor with access to the elevator. In addition, the West Complex has over 3,000 square feet of unused and deteriorated office space on the second floor which was previously occupied by a bank.

This project addresses both of these issues and will bring the building into ADA compliance and create much-needed office space. Copies of the CAD drawings, project schedule, and pictures of the current office space are attached.

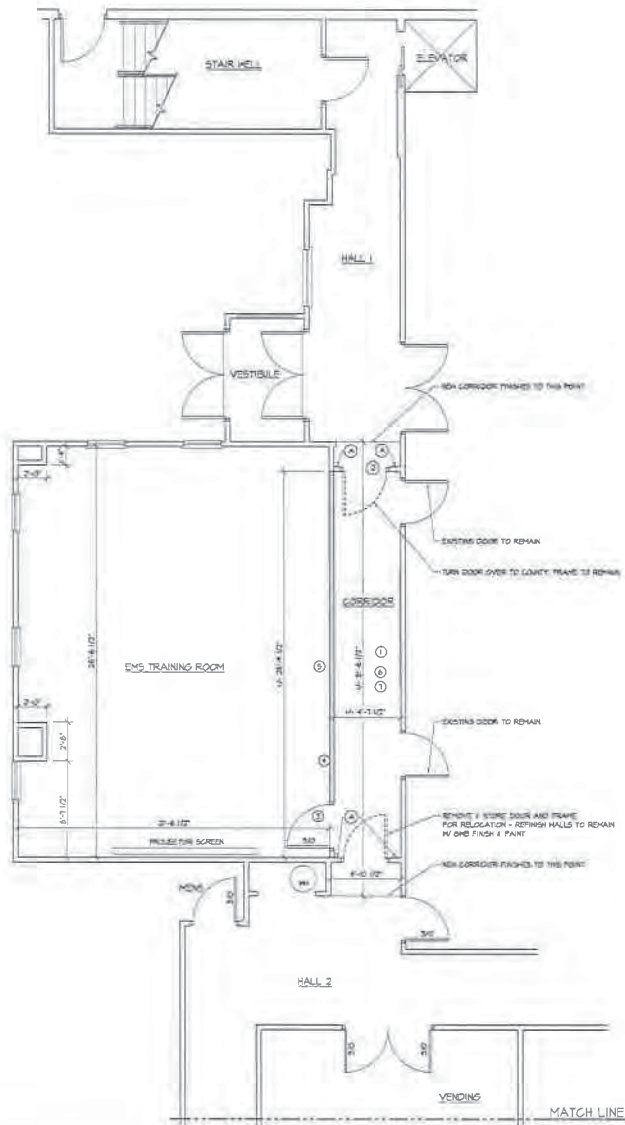
As you know, this project was approved in the FY 2013 budget. Brad's presentation is the result of months of work and planning, and with your approval the renovations will begin immediately.

Should you have any questions, please let me know.

TFL/sww

Attachments

pc: Mr. Michael A. Izzo, P.E.
Mr. Brad K. Hawkes



- (X) DRAWING NOTES:
1. CONTRACTOR REQUIRED TO REMOVE AND RELOCATE EXIT LIGHTS, ALL LIGHTING FIXTURES, CELL PHONE BOOSTER AND OTHER EQUIPMENT CURRENTLY LOCATED IN AREA OF NEW CORRIDOR
 2. REMOVE DOOR FRAME TO REMAIN, FRAME TO BE PAINTED
 3. RELOCATED DOOR, FRAME AND HARDWARE, INCLUDING ALARM AND CARD READER SYSTEM
 4. NEW 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GNB ON EACH SIDE + SOUND BATT INSULATION INSTALL THREE (3) QUAD ELECTRICAL OUTLETS ON THE INTERIOR SIDE @ OWNER DIRECTED HEIGHTS
 5. REMOVE SAT AND GRID AS NEEDED FOR NEW MALL, RECONSTRUCT GRID AND RE-INSTALL CEILING
 6. NEW SAT GRID AND SUPPORT SYSTEM IN THIS AREA
 7. NEW CARPET AND VINYL MALL BASE IN THIS AREA

ADD ALTERNATE INFORMATION SEE BID FORM

ALT. III

(DRAWING NOTE A) REMOVE WALL IN ADDITION TO CEILING IN CORRIDOR AND HALL 1 REINSTALL ALL LIGHTS ETC CURRENTLY IN THE CEILING IN HALL 1

ROOM FINISH SCHEDULE										
Room	FLR	Slabs	Walls				Glz	HT	NOTES	
EMS TRAINING ROOM		EXIST	EXIST	EXIST	EXIST	OTF	EXIST	EXIST	4'-0"	1, 2
CORRIDOR		OPT	VNTL	EXIST	EXIST	EXIST	OTF	EXIST	8'-0"	1, 2, 5
HALL 1		EXIST	VNTL	EXIST	EXIST	EXIST	EXIST	EXIST	8'-0"	3

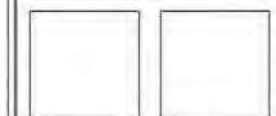
1. REPAIR CARPET, INSTALL NEW BASE ON BOTH SIDES OF NEW MALL
2. EXISTING FINISHES TO REMAIN SHALL BE REPAIRED AS NECESSARY
3. PAINT NEW AND EXISTING WALLS IN CORRIDOR



ARCHITECTS, ENGINEERS & SURVEYORS
SALISBURY, MARYLAND & MILFORD, DELAWARE
A10343, 0001, 3D2, 424, 1441

General Notes:

1. SEE SPECIFICATIONS FOR REQUIRED UNIT PRICES AND ALTERNATES
2. BIDDERS WILL BE REQUIRED TO INVESTIGATE EXISTING MECHANICAL AND ELECTRICAL SYSTEMS AND MODIFY AS NEEDED TO MEET CODE REQUIREMENTS AND ITEMS INDICATED ON SHEETS III AND E1
3. SEQUENCE OF CONSTRUCTION: WORK ON THE SECOND FLOOR WILL BE COMPLETED FIRST. WORK ON THE FIRST FLOOR AREA WILL NOT BEGIN UNTIL SECOND FLOOR IS SUBSTANTIALLY COMPLETE



Revision

Project:

SUSSEX COUNTY ANNEX BUILDING
INTERIOR OFFICE AREA IMPROVEMENTS
2225 SOUTH DUPONT BLVD.
SUSSEX COUNTY, DELAWARE

Job Title: **FIRST FLOOR PLAN - EMS TRAINING**

Drawn: **dbf** Date: **10/25/2022** Sheet No: **A1**

ALL DRAWINGS, INCLUDING ANY CORRECTIONS OR REVISIONS, SHALL BE THE PROPERTY OF DAVIS BOWEN & FRIEDEL, INC. AND SHALL NOT BE REPRODUCED OR USED IN ANY MANNER WITHOUT PERMISSION.

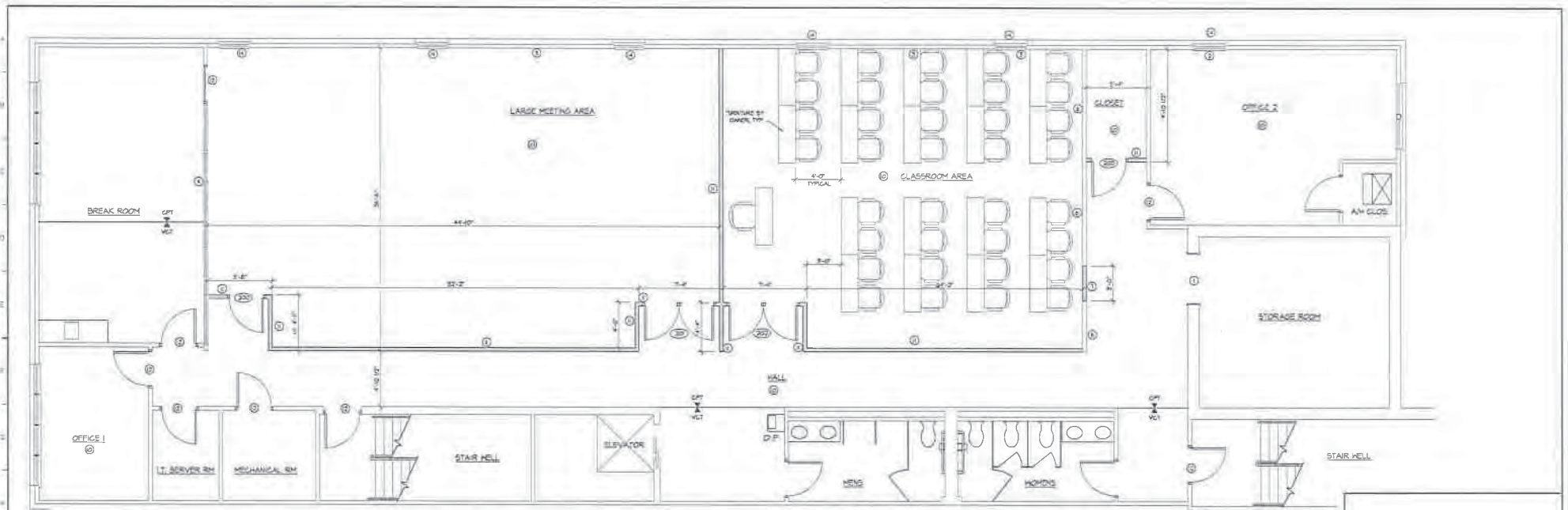
DATE: 10/25/2022

A1

01 FIRST FLOOR PLAN @ EMS TRAINING

015 FINISH SCHEDULE

NTD



HI SECOND FLOOR PROPOSED PLAN

1/4" = 1'-0"

DOOR SCHEDULE

Number	Type	Mat	Size			Frame		Remarks		
			H	W	TH	Type	Mat	Label	TOM Sol	Notes
200	A	WD	2'-0"	8'-0"	1.5H1	A	WH	---	---	---
201	A	WD	8'-0"	8'-0"	1.5H1	A	WH	---	---	---
202	A	WD	8'-0"	8'-0"	1.5H1	A	WH	---	---	---
203	A	WD	8'-0"	8'-0"	1.5H1	A	WH	---	---	---

DOOR SCHEDULE GENERAL NOTES:

1. TYPE A DOORS SHALL BE FLUSH SOLID CORE WOOD.
2. TYPE A FRAMES SHALL BE 2" HOLLOW METAL FRAME WITH 3 FASTENERS PER JAMB.
3. ALL HARDWARE SHALL BE ADA COMPLIANT.

LI DOOR SCHEDULE

NTS

ROOM FINISH SCHEDULE

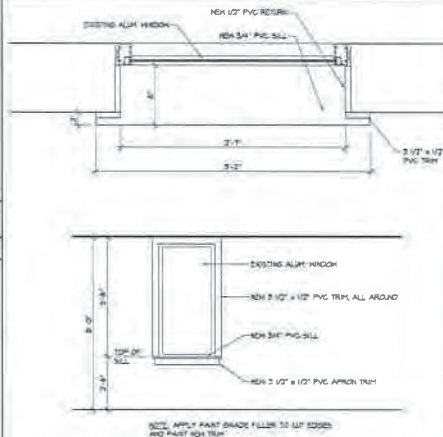
Name	FLR	Room	Walls	Floor	Ceiling	HT	Notes
OFFICE 1	2ND	001	WALL	WALL	WALL	8'-0"	1
OFFICE 2	2ND	002	WALL	WALL	WALL	8'-0"	1
LARGE MEETING AREA	2ND	003	WALL	WALL	WALL	8'-0"	1, 2
CLASSROOM AREA	2ND	004	WALL	WALL	WALL	8'-0"	1, 2
HALL	2ND	005	WALL	WALL	WALL	8'-0"	1, 2
STAIRWELL	2ND	006	WALL	WALL	WALL	8'-0"	1, 2

ROOM FINISH SCHEDULE NOTES:

1. ALL WALLS IN RENOVATED AREAS SHALL BE PAINTED NEW.
2. RECONSTRUCT SAT & BRD AT NEW HALL LOCATIONS, INSTALL NEW TILE @ RECONSTRUCTED AREA.

OI FINISH SCHEDULE

NTS



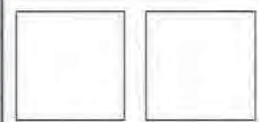
RENOVATION DRAWING NOTES:

1. NEW HOLLOW METAL FRAME IN OPENING - FIELD VERIFY FRAME SIZE.
2. NEW INTERIOR WINDOW TRIM, SEE DETAILS.
3. PATCH WALL @ (10) OUTLET REMOVAL LOCATIONS.
4. INSTALL OPAQUE FILM ON BREAK ROOM SIDE OF GLASS.
5. NOT USED.
6. INSTALL SOUND BATT INSULATION AND 1/2" GWB ON BOTH SIDES OF EXISTING FRAMING.
7. INFILL EXISTING OPENING (SAME WALL TYPE AS NOTE II).
8. NOT USED.
9. INSTALL NEW DUCTWORK AND RETURN DIFFUSER.
10. INSTALL NEW FINISHES PER FINISH SCHEDULE.
11. INSTALL 2x4 HD STUDS @ 16" O.C. W/ SOUND BATTS AND 5/8" GWB ON EACH SIDE.
12. SEE BID FORM FOR UNIT PRICE ON REPLACEMENT OF EXISTING KNOB LOCKSETS.
13. EXISTING DOOR WILL REMAIN, OWNER WILL INSTALL LOCKS.
14. INSTALL NEW BLIND @ EXISTING WINDOWS.

GENERAL NOTES:

1. BIDDING CONTRACTOR IS REQUIRED TO ANALYZE THE EXISTING HVAC AND ELECTRICAL SYSTEMS AND PROVIDE COSTS NECESSARY TO MODIFY AND BALANCE THE SYSTEM AS NEEDED. SEE SHEET H FOR DUCTWORK AND RELOCATED SUPPLY/RETURN LOCATIONS.
2. CONTRACTOR IS REQUIRED TO REMOVE AND RE-INSTALL LIGHTS AS NOTED ON SHEET E1.
3. COMPUTER AND DATA WIRING SHALL BE INSTALLED BY THE COUNTY - COORDINATE DATA LOCATIONS W/ COUNTY.
4. SEE BID FORM, SECTION 04.13 IN THE SPECIFICATIONS FOR LIST OF ALTERNATES AND UNIT PRICES.
5. SEQUENCE OF CONSTRUCTION: WORK ON THE SECOND FLOOR WILL BE COMPLETED FIRST. WORK ON THE FIRST FLOOR AREA WILL NOT BEGIN UNTIL SECOND FLOOR IS SUBSTANTIALLY COMPLETE.

dbf DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS, ENGINEERS & SURVEYORS
SALISBURY, MARYLAND & MILFORD, DELAWARE
410 543 9091 302 424 1441



Revision

Project:
**SUSSEX COUNTY ANNEX BUILDING
INTERIOR OFFICE AREA
IMPROVEMENTS**
2225 SOUTH DUPONT BLVD.
SUSSEX COUNTY, DELAWARE

Set No: **BID SET** Sheet No: **SECOND FLOOR PROPOSED PLAN**

Scale: 1/4" = 1'-0" Sheet No: **A3**

DATE: 08/25/2010
DRAWN BY: J. BOWEN
CHECKED BY: J. BOWEN
DATE: 08/25/2010
DRAWN BY: J. BOWEN
CHECKED BY: J. BOWEN

A3

w. complex reno

DESCRIPTION	START	FINISH																												
			AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN																	
design - schematic drawings	Aug 2012	Oct 2012																												
bid phase	Nov 2012	Nov 2012																												
Council award & agreements	Dec 2012	Dec 2012																												
construction - second floor demo	Jan 2013	Jan 2013																												
construction - second fit out	Feb 2013	Feb 2013																												
County IT group installs cabling	Feb 2013	Feb 2013																												
County / Fire Marshall inspection	Mar 2013	Mar 2013																												
County occupies second floor	Mar 2013	Mar 2013																												
Construction - first floor demo	Mar 2013	Mar 2013																												
Construction - first floor fit out	Mar 2013	Apr 2013																												
County / Fire Marshall inspection	Apr 2013	Apr 2013																												
County occupies first floor	Apr 2013	Apr 2013																												
First floor conference room																														

90 day const









RUDDER LANE POLE BUILDING

SUSSEX COUNTY PROJECT 11-12, ENG. FILE AR 3.45-I

CHANGE ORDER #2 - FINAL

November 2, 2012

ITEM NO.	ITEM DESCRIPTION	BID COST		FINAL ITEM COST	CHANGE ORDER #2 - FINAL
A-1	MOBILIZATION	\$ 11,100.00		\$ 11,100.00	\$ -
A-2	DESIGN & INSTALL POLE BUILDING	\$ 81,420.00		\$ 81,420.00	\$ -
A-3	SITE WORK	\$ 28,404.00	\$ (1,915.00)	\$ 26,489.00	\$ -
A-4	CONCRETE FLOOR, PAD AND APRONS	\$ 42,444.00		\$ 42,444.00	\$ -
A-5	PAVING	\$ 20,887.50		\$ 20,887.50	\$ -
A-6	ELECTRICAL COMPLETE	\$ 24,084.00	\$ 656.25	\$ 24,961.25	\$ 221.00
A-7	ROLL-UP DOORS	\$ 18,119.99		\$ 18,119.99	\$ -
A-8	PERSONNEL DOORS	\$ 2,700.00		\$ 2,700.00	\$ -
A-9	INSTALL BOLLARDS	\$ 3,950.10		\$ 3,950.10	\$ -
B-1	REMOVE & REPLACE UNSUITABLE SUBGRADE	\$ 1,500.00		\$ 1,500.00	\$ -
					\$ -
CO#1	25-Sep-12				\$ -
		\$ 234,609.59	\$ (1,258.75)	\$ 233,571.84	\$ 221.00

NET (CHANGE ORDER AMOUNT) \$ 221.00

NET (CHANGE ORDER AMOUNT) \$ 233,571.84

GREENWOOD PUBLIC LIBRARY PROJECT
CONTRACT ADMINISTRATION (INCLUDING INSPECTION AND COMMISSIONING)
ADDITIONAL SITE DESIGN SERVICES

FILE NO. ADM 2.11 I 2
SUSSEX COUNTY, DELAWARE

CONTRACT AMENDMENT NO. 1

This contract amendment, Contract Amendment No. 1 dated **October 18, 2012** amends our original contract dated August 22, 2011 between Sussex County Council a political subdivision of the State of Delaware, as First Party, hereinafter referred to as the COUNTY and DAVIS, BOWEN & FRIEDEL, INC., a State of Maryland Corporation, as the Second Party, hereinafter referred to as the CONSULTANT, whose address is 23 North Washington Street, P.O. Box 809, Milford, DE 19963. By execution of this amendment, the following sections are hereby changed in the existing professional services agreement dated **August 22, 2011**:

ARTICLE FOUR

FEE STRUCTURE

- 4.4.** In accordance with the method of fee determination described in Articles 4.3.1, 4.3.2, 4.3.3, 4.3.4 and 4.3.5 of this Agreement, the total additional compensation and reimbursement obligated and to be paid the CONSULTANT by the COUNTY for the CONSULTANT for the Greenwood Public Library Project for Contract Administration (Including Inspection and Commissioning) for File No. ADM 2.11 I 2 shall not exceed:

One Hundred Fifty Seven Thousand Two Hundred Fifty Nine and 00/100 Dollars (\$157,259.00)

ARTICLE FOURTEEN

INCORPORATED DOCUMENTS

- 14.1.1** **EXHIBIT "A":** SCOPE OF SERVICES – CONTRACT ADMINISTRATION, ADDITIONAL SITE SERVICES
- 14.1.2** **EXHIBIT "B":** WORK PROGRAM MANHOUR ESTIMATES, DIRECT EXPENSES, SUBCONTRACTS & FIXED FEE for the additional scope outlined in Exhibit A.

IN WITNESS WHEREOF, the parties hereunto have caused this Amendment No. 1 to this Agreement to be executed on the day and year first written hereof by their duly authorized officers.

SEAL

FOR THE COUNTY:
SUSSEX COUNTY

President, Sussex County Council

Date

APPROVED AS TO FORM:

Assistant Sussex County Attorney

ATTEST:

Clerk of the Sussex County Council

FOR THE CONSULTANT:

DAVIS, BOWEN & FRIEDEL, INC.

Michael R. Wigley, AIA, LEED AP
Principal

WITNESS:

Change Order

No. 1

Date of Issuance: October 25th, 2012 Effective Date: October 25th, 2012

Project: Millville Sanitary Sewer District (MVSSD)	Owner: Sussex County	Owner's Contract No.: 11-02
Contract: Northwest Expansion – Whites Neck Road	Date of Contract: September 6 th , 2011	
Contractor: A.P. Croll & Son, Inc.	Engineer's Project No.: 14199-000	

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Added work scope including the installation of a new, 6' high, chain link fence at P.S. #309 and the balancing of final Contract quantities and all used/unused Stipulate and Unstipulated Contingent Bid items.

Attachments (list documents supporting change):

Related e-mails, letters and Contractor submitted cost proposals.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$ <u>2,560,460.00</u> [Increase] from previously approved Change Orders No. <u>X</u> to No. <u>X</u> : \$ <u>X,XXX,XXX.XX</u> Contract Price prior to this Change Order: \$ <u>2,560,460.00</u> Decrease of this Change Order: \$ <u>(-163,991.54)</u> Contract Price incorporating this Change Order: \$ <u>2,396,468.46</u>	Original Contract Times: <u>365 Calendar days</u> Substantial Completion (days or date): <u>September 4th, 2012</u> Ready for final payment (days or date): _____ [Increase] from previously approved Change Orders No. <u>X</u> to No. <u>X</u> : Substantial Completion (days): <u>XXXXXXXXXXXX</u> Ready for final payment (days): <u>XXXXXXXXXXXX</u> Contract Times prior to this Change Order: Substantial Completion (days or date): <u>September 4th, 2012</u> Ready for final payment (days or date): _____ Increase of this Change Order: <u>30 calendar days</u> Substantial Completion (days or date): <u>October 4th, 2012</u> Ready for final payment (days or date): _____ Contract Times with all approved Change Orders: Substantial Completion (days or date): <u>October 4th, 2012</u> Ready for final payment (days or date): _____

RECOMMENDED: By: <u>Michael Gilbert</u> Engineer (Whitman, Requardt & Assoc.) Date: <u>11/1/12</u> Approved by Funding Agency (if applicable): _____	ACCEPTED: By: _____ Owner (Sussex County) Date: _____	ACCEPTED: By: <u>A.P. Croll</u> Contractor (A.P. Croll & Son, Inc.) Date: <u>11/1/2012</u> Date: _____
--	--	--

Change Order

No. 1

Date of Issuance: October 19th, 2012 Effective Date: October 19th, 2012

Project: P.S. #30 Improvements	Owner: Sussex County	Owner's Contract No.: 09-17
Contract: South Coastal Regional Wastewater Facilities (SCRWF)	Date of Contract: April 2 nd , 2012	
Contractor: Bearing Construction, Inc.	Engineer's Project No.: 14207-003	

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Work scope modification/reduction of Bid Item A-2, elimination of the wall thimble mounting requirement for the proposed sluice gate and split-face block color change (23-B) for the Control Building.

Attachments (list documents supporting change):

Related e-mails, letters and Contractor submitted cost proposals.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 3,449,460.00

[Increase] from previously approved Change Orders No. X to No. X:

\$ X,XXX,XXX.XX

Contract Price prior to this Change Order:

\$ 3,449,460.00

Decrease of this Change Order:

\$ (-9,794.10)

Contract Price incorporating this Change Order:

\$ 3,439,665.90

CHANGE IN CONTRACT TIMES:

Original Contract Times: 365 Calendar days

Substantial Completion (days or date): 365 days

Ready for final payment (days or date): _____

[Increase] from previously approved Change Orders No. X to No. X:

Substantial Completion (days): XXXXXXXXXXXX

Ready for final payment (days): XXXXXXXXXXXX

Contract Times prior to this Change Order:

Substantial Completion (days or date): 365 days

Ready for final payment (days or date): _____

Increase of this Change Order: 0 calendar days

Substantial Completion (days or date): 365 days

Ready for final payment (days or date): _____

Contract Times with all approved Change Orders:

Substantial Completion (days or date): 365 days

Ready for final payment (days or date): _____

RECOMMENDED:

By: Michael J. Gilbert
Engineer (Whitman, Requardt & Assoc.)

Date: 10/26/12

Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Sussex County)

Date: _____

ACCEPTED:

By: JR
Contractor (Bearing Construction, Inc.)

Date: 9/25/2012

Date: _____

LONG NECK EMS STATION #106

Contract No. 12-19 Bid Results

BID OPENING – November 7, 2012

	BIDDER	Total Bid
1.	Willow Construction Easton, MD	\$478,950.00
2.	John L Briggs & Co. Georgetown, DE	\$498,245.00
3.	Gillis Gilkerson, Inc. Salisbury, MD	\$498,682.00
4.	Nason Construction Salisbury, MD	\$592,443.00
5.	Kent Construction Smyrna, DE	\$594,443.00
6.	Donald E Reisinger West Chester, PA	\$613,225.00
7.	Joshi Construction Hockessin, DE	\$617,466.00
	ENGINEERS ESTIMATE	\$512,000.00



Downtown Seaford Association
P.O. Box 12
Seaford, DE 19973

SEAFORD CHRISTMAS PARADE

"Nutcracker Christmas"

Plans for the 27th Annual Seaford Christmas Parade are well under way. The Downtown Seaford Association sponsors the event. The Parade is scheduled to be held on *Saturday, December 1, 2012 at 7:00 P.M.* (Rain date: *Sunday, December 2, 2012, at 7:00 P.M.*) The parade brings the holiday wonder to children of all ages in our community, and in neighboring communities. The theme this year is **"Nutcracker Christmas."** There will also be downtown Christmas Carols, beginning at 6:00 pm. They will be outside, in front of City Hall, and the Seaford Museum. We will so have food vendors this year.

Each year our parade has been fully funded by the generous donations from our community – civic organizations, businesses, the City of Seaford, Sussex County Council and the residents. This year is no exception. We need your monetary support to make the parade happen. The expenses for the parade are many: trophies, contributions to the bands to help with their travel expenses, candy, printing, postage, etc. All donations are used for the parade.

Your monetary contribution to the parade would be greatly appreciated. We need to raise about \$6,000 to make it happen. Please send your donation to Downtown Seaford Association, PO Box 12, Seaford, DE 19973. If you prefer, you can drop it off to Spuck Bennett at the Harley Davidson Shop at 22586 Sussex Highway, Route 13, just north of Seaford. Of course, you are welcome to drop it off to me at Fantasy Beauty Salon, 224 High Street.

Thanks for your help!

Sara Lee Thomas

Sara Lee Thomas
Fund Raising Chairwoman

Thanks, from all of us!

Please make check payable to: Downtown Seaford Association PO Box 12 Seaford, DE 19973

Name

Donation: \$ _____

Yes! Sign me up to Volunteer: ☐

Address

E-mail

City

State

Zip

Phone

Volunteers are also wanted! It takes numerous workers to make this parade happen. Volunteers donate countless hours to assure the parade is a success. If you can help, please let us know. you can use this form, call 302-628-2828, or email: DowntownSeaford@comcast.net

Thanks!



Milford Community Parades, Inc.

PO Box 1153

Milford, DE 19963

July 9, 2012

Dear Business Owner/Manager:

Milford Community Parades, Inc. wants to extend an invitation to your company to be a part of the greatest night-time parade. The parade is scheduled for Wednesday, October 17, 2012. We accept any size contribution. A sponsorship tiered-system has also been created for larger contributions. Jim Gray and other Parade Committee Members are introducing themselves and the opportunity for your company to become part of this exciting family-oriented event.

Almost 30,000 spectators will line Walnut Street through downtown Milford that night. The parade is expected to last 1 and 1/2 hours. Now that's attention grabbing and a captive audience. Why not join us that evening as well with your staff and coordinated shirts or theme oriented costumes....the night you can stand-out with unique costumes! Sponsors will be presented in our advertisement and through our Facebook page and website, www.milfordparade.com.

Sponsorship checks can be made payable to Milford Community Parades, Inc. Our mailing address is PO Box 1153, Milford, DE 19963. You can also reach us on Facebook at "Milford Parade". ACT NOW and reserve your space of Sponsorship TODAY.

Respectfully,

Charles

Charles Gray
2012 Chairperson

Jim

Jim Gray
2012 Finance Chairperson

West Rehoboth Community Land Trust, Inc.
Post Office Box 633
Rehoboth Beach, Delaware 19971

Councilman George Cole
Sussex County Council
2 The Circle
PO Box 589
Georgetown, DE 19947

October 11, 2012

Dear George,

First, I want to thank you for making a ~~donation~~ last spring towards our housing initiative. As you know our request was for \$5,000 at the time. You said then, that we could come back in the fall for an additional \$2,500. We are now about two thirds of the way to our goal of raising the funds to complete two rental units of housing for two West Rehoboth families. We had a very successful individual donor fundraising effort bringing in over \$5,000 and have received additional donations form LRAC, churches, and local banks. Although we have raised \$184,000 we are still short of completing our goal of \$290,000. In order to start construction we have received a construction loan form NCALL, a local Community Financing Institution.

Milford Housing Development Corporation received the bid for these units and began construction in early September. I can report that the framing is done and the roof on both houses will be up by next week.

We have interviewed residents and have selected two families who have been living in substandard housing and will lose that housing by January 2013. Milford Housing has a stop date of December 23, 2012. Because of raising money through mostly private sources we are able to offer these two units for \$400 and \$500 dollars per month, plus utilities. The Land Trust plans to take care of outside maintenance, sewer costs and garbage.

We are pleased that the county is willing to partner with us as we move forward to revitalize the West Rehoboth neighborhood and provide affordable housing for those who work close-by . Thank you for your interest and support over the years.. If you have any questions you can reach me at 302-260-9519.

Sincerely, -



Beth Doty, President
West Rehoboth Community Land Trust

Create 1 Marketing

- WHAT:** Decorating Delmarva Holiday Festival of Lights
- WHERE:** U.S. 13 Dragway and Delaware International Speedway
- WHEN:** November 2012 –January 2013
- WHO:** Residents and guests of the Delmarva Peninsula

This charity event will support several groups on the Peninsula including but not limited to, local schools, charity groups, non-profit organizations/clubs and volunteer fire companies.

1. All the above mentioned groups will be able to participate in a couple of different ways. One way will be selling advanced tickets, event tickets will be priced at \$15 per car load to the event and a \$5.00 portion of each sale being donated back to their respected group from *Create 1 Marketing*.

2. They will participate in contests according to their level of school or organization:

- Elementary students will participate in a coloring contest - signage
- Middle school students will have a tree decorating contest - signage
- High school students will show off their talents by preparing and building a holiday display to be showcased throughout the event route – maximum 50 x 20 x 12 display area for high school holiday display decorating contest –signage
- Charity groups, Non-profit Clubs/Organizations and Volunteer Fire Company's will show off their talents by preparing and building a holiday display to be showcased throughout the event route –maximum 50 x 20 x 12 display area for holiday display decorating contest –signage

3. *Create 1 Marketing* will be awarding \$2,500 to Elementary and Middle School contest winners. All outdoor Holiday Display winners will receive \$5,000 to the most popular display in each category.

4. *Create 1 Marketing* will also provide the following information and items for participating groups and or organizations:

- Support system for questions, suggestions and information and the availability for company representative to meet with schools, charity groups, non-profit clubs/organizations, volunteer fire company's planning committees prior to event
- Flyer/Sales Forms for advanced ticket sales by students and staff members
- General and Overall Contest Rules
- Company representative will contact ALL participating groups concerning set-up date and or collections 30 days prior to the event by either phone call, e-mail or both
- Calendar of Events and designated nights for each participating group will be made available 30 days prior to event opening
- Event Tickets will be distributed 2 weeks prior to event start date to area schools. Charity groups, non-profit clubs/organizations and volunteer fire companies will be allotted groups of tickets with a contracted date of pick-up agreement made between their group and *Create 1 Marketing*. All tickets will be numbered and documented. School Administration or Group designee must sign for tickets at time of drop off.
- Contributions for Ticket Sales will be presented to each school at the conclusion of the event set for January 6, 2013
- Check presentations for winning displays, coloring contest and tree decorating contest will be presented to each

5. By partnering with these groups and organizations, we feel they could see a tremendous return of dollars. *Create 1 Marketing* hope's to bring something new and exciting for the area groups to utilize for fund raising campaigns. This will be a local event with local resident's involvement showcasing their talents to be seen by thousands of residents of the Eastern Shore.

Business Owners (Create 1 Marketing)

Mark Cathell is a 1984 graduate of Wicomico Senior High School, where after graduation he became Marketing Manager for their family business, which has been owned and operated in Delmar, Delaware since 1963. Mark's success came very early promoting and developing marketing plans to bring major events to the facility. In 1997, Mark was hired to become the VP/General Manager for one of motorsports largest companies, Speedway Motorsports Incorporated (SMI), located in Charlotte, North Carolina. He has many accomplishments working with the SMI, from promoting NHRA National Events to local programs such as Racing for Education to name just a few. One project he is most proud to have been a part of was the *Speedway in Lights* Speedway Children's Charity event. This event draws thousands of people to the Speedway/Dragway to witness millions of lights and displays that cover over a 4 mile course. This event has donated millions of dollars back to the surrounding communities in the Northeast Tennessee area. Mark's involvement in this event has driven him to develop a similar, but uniquely different, event here on the Eastern Shore. Denise and Mark feel their love and dedication to children and assisting organizations in becoming all they can be, has driven them to making this dream become a reality.

Denise Cathell is a 1985 graduate of Delmar High School and a 1991 Graduate of Salisbury University. She has been employed as a teacher in the Wicomico County School system for over 14 years. She is presently a 2nd grade teacher at Westside Intermediate School in Hebron, Maryland. Her dedication to the educational system is seen through her contributions to her school and countless hours devoted to after school programs such as Destination Imagination.

Create 1 Marketing LLC

Mark Cathell

11543 Baker Mill Road

Seaford, DE 19973

302-396-0831

create1marketing@comcast.net

The Laurel Public Library

101 East Fourth Street
Laurel, DE 19956
302-875-3184



Laurel Public Library

Board of Commissioners:

Marguerite B. Moyer, President
Terry L. Wright, Vice President
Howard G. Backus, Treasurer
Moezell H. Hyland
H. Eugene Wootten

Michael H. Vincent
Council President
Sussex County Council
2 The Circle, P.O. Box 589
Georgetown, DE.

10/16/2012

Dear Mr. Vincent,

Two years ago the Sussex County Council responded generously to our request for financial help for masonry repairs to the 60 year old portion of the library building.

Today I am appealing to you for assistance with a drainage problem that has developed on our property. It is a problem that must be addressed immediately and will cost more than is available in our FY2013 Budget.

Whenever it rains, water accumulates in an alcove to the left of the front entranceway. It pools, overflows, and never dries out entirely. I've been advised that if we do not attend to the situation before winter, it could cause major damage to our foundations and lead to mold or other serious problems which will be very costly to repair.

The Board of Commissioners joins me in requesting grant assistance on this project. Our re-engineered drainage plan has been approved by the Town of Laurel, but the front yard, including irrigation system, will need to be completely dug out and re-landscaped. The estimated cost is cost over \$3,000 at a time when the library is already trying to manage a \$1,000 shortfall due to increasing maintenance costs and reduced income.

We appreciate your consideration and hope you will be able to support this project.

Sincerely,



Wendy Roberts
Library Director

October 3, 2012

Sam Wilson
Sussex County Council
PO Box 589, 2 The Circle
Georgetown, DE 19947



**P.O. Box 103, Delmar, DE. 19940
501 C-(3) Tax Exempt Organization, #16-1697546**

Dear Sam Wilson,

The Mason Dixon Woodworkers is very appreciative of you past support to our annual charitable outreach program of making toys for needy children.

Our dedicated toy makers have been turning out toys for almost 2 decades and are on target for finishing up another 1300 toys for distribution to the organizations listed on the next page. These organizations will in turn be redistributing the toys to children who might not otherwise receive toys for Christmas.

This year our production costs have remained low at about \$6.00 per toy. The finished products are quite nice and have an average retail value of at least \$25 each. We calculate the total value of the 1300 toys produced this year to be at least \$32,500. We are able to maintain this low cost and good value because of our volunteer staff of wood workers, donated material, and careful shopping. You can view some of our toys at masondixonwoodworkers.org and look under Community service.

We are hopeful that you will be able to help us again this year by contributing to our fund raising effort for 2013. We still have some expenses to be met for 2012 and have already started buying and accumulating material and supplies for 2013.

Several of our corporate sponsors, over the past several years have made tax deductible contributions of \$200 to \$1,000 in support of our program. A tax deductible donation of \$500 is sufficient for us to produce approximately 83 toys with a value of approximately \$2075. Of course, a donation of any amount would be greatly appreciated, not only by our organization, but by the many children on the lower shore area that receive the toys.

Donations made by check should be made payable to the **Mason Dixon Woodworkers** and forwarded in the enclosed envelope.

Sincerely,



Patrick Lemley, Chairman, Fund raising

Phone – 410 742 3863/ e-mail – dplemley@gmail.com

Organizations that receive our toys for distribution in 2011

Adopt A Family, Milford, DE
American Legion Post 28, Millsboro, DE
Baptist Toy Ministry, Salisbury, MD
Beacon of Light Community Services, Salisbury, MD
Country Side Christian Church, Millsboro, DE
DAPI, Seaford, DE
Delmar Elementary School, Delmar, DE
First Baptist Church, Delmar, MD
Fraternal Order of Eagles, 4503, Salisbury, MD
Grace Methodist Church, Georgetown, DE
Greater Faith Temple, Bridgeville, DE
Hebron U. M. Church, Hebron, MD
Joseph House, Salisbury, MD
Longneck U. M. Church, Millsboro, DE
Lutheran Church Bible School, Seaford, DE
Miracle Revival Center, Seaford, DE
Nanticoke Hospital, Seaford, DE
Salvation Army, Salisbury, MD
Salvation Army, Seaford, DE
Save Our Kids, Salisbury, MD
Stevenson U.M. Church, Berlin, MD
Tony Tank Tribe #149, Salisbury, MD
Union U. M. Church, Bridgeville, DE
Village of Hope, Salisbury, MD
West Side Community Center, Bivalve, MD
Zoar U. M. Church, Millsboro, DE





Fenwick Island Lions Club
*Lions give the Gift of Self and the Gift of Time
This is the... Right Thing to Do*



President

King Lion
Lion Jean Bertram
302-436-5326

Fall 2012

1st VP

PP Don Stewart
302-537-0338

2nd VP

PP Bruce Schoonover
302-539-2043

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

3rd VP

Lion Fred Moreland
302-988-1438

Secretary

Lion Theresa Pitman
302-539-5280

Dear Councilman Phillips:

Treasurer

Lion Bill Neimiller
410-250-4447

Fall has arrived and it's time to plan the Selbyville Halloween Parade. This 60+ year fun-filled parade is being sponsored again this year by the Fenwick Island Lions Club.

Membership

Lion Muriel Mooney
302-436-8216

The **parade will be held October 24 at 7:00 p.m.** and will feature 5 bands, costumed children, floats,

FILC

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

The Lions motto is **WE SERVE** and we are serving the communities shown at the bottom of this letter. This year we awarded \$10,000 in scholarships to graduates of the Indian River High School, built handicap ramps, conduct pre-school vision screening and bought glasses and hearing aids for those who could not afford them. Lions are known for their vision programs and we recently helped to buy a machine to test children's eyes in the local schools.

Lions Clubs

International

Multiple District 22
District 22 D
Region 3
Zone 2

We hope you will help us to continue the tradition of the Selbyville Halloween Parade as well as provide needed services as described above. **Every dollar that the Lions raises 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

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT AND A GR GENERAL RESIDENTIAL DISTRICT FOR PARKING COMMERCIAL TRACTOR TRAILERS TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN NANTICOKE HUNDRED, SUSSEX COUNTY, CONTAINING 9.59 ACRES, MORE OR LESS (Tax Map I.D. 2-31-16.00-152.00)

WHEREAS, on the 4th day of October 2012, a Conditional Use application, denominated Conditional Use No. 1950 was filed on behalf of the Erlin I. Rivera; and

WHEREAS, on the ____ day of _____ 2012, 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. 1950 be _____; and

WHEREAS, on the ____ day of _____ 2012, 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, and Chapter 115, Article VI, Subsection 115-39; Code of Sussex County, be amended by adding the designation of Conditional Use No. 1950 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 Nanticoke Hundred, Sussex County, Delaware, and lying west of Road 516 (Concord Pond Road) 600 feet south of Road 525 (King Road) and being more particularly described in Deed Book 3883, Page 110, as recorded in the Office of the Recorder of Deeds in and for Sussex County, said parcel containing 9.59 acres, 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.

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A RV RESORT AND CAMPGROUND TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 162.424 ACRES, MORE OR LESS (Tax Map I.D. 3-34-12.00-16.00, Part of)

WHEREAS, on the 24th day of October 2012, a conditional use application, denominated Conditional Use No. 1951 was filed on behalf of Jack Lingo Asset Management, LLC; and

WHEREAS, on the ____ day of _____ 2012, 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. 1951 be _____; and

WHEREAS, on the ____ day of _____ 2012, 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. 1951 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 southeast of Ward Road (Road 283A) and southeast of Cedar Grove Road (Road 283) 2,400 feet southwest of Mulberry Knoll Road (Road 284) and being more particularly described per the attached legal description prepared by Davis, Bowen & Friedel, Inc., said parcel containing 162.424 acres, 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.

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR BOAT REPAIR, BOAT STORAGE, AND BOAT SALES TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BROAD CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 2.36 ACRES, MORE OR LESS (Tax Map I.D. 2-32-2.00-21.00\22.00)

WHEREAS, on the 24th day of October 2012, a conditional use application, denominated Conditional Use No. 1952 was filed on behalf of Clinton E. McCutchen; and

WHEREAS, on the ____ day of _____ 2012, 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. 1952 be _____; and

WHEREAS, on the ____ day of _____ 2012, 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. 1952 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 Broad Creek Hundred, Sussex County, Delaware, and lying southwest of Route 20 (Hardscrabble Road) at corner with and northeast of Road 473 (Messick Road) and being more particularly described in Deed Book 3956, Page 244 in the Office of the Recorder of Deeds in and for Sussex County, said parcel containing 2.36 acres, 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.

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A MULTI-FAMILY DWELLING STRUCTURE (2 UNITS) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 7.88 ACRES, MORE OR LESS (Tax Map I.D. 1-34-7.00-81.04)

WHEREAS, on the 24th day of October 2012, a conditional use application, denominated Conditional Use No. 1953 was filed on behalf of Thomas Milspaw; and

WHEREAS, on the ____ day of _____ 2012, 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. 1953 be _____; and

WHEREAS, on the ____ day of _____ 2012, 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. 1953 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 Baltimore Hundred, Sussex County, Delaware, and lying west of Road 345 (West Beach Road) 0.4 mile north of Route 26 (Vines Creek Road) and being more particularly described in Deed Book 1567, Page 276, in the Office of the Recorder of Deeds in and for Sussex County, said parcel containing 7.88 acres, 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.

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR COMMERCIAL RETAIL SHOP (HANDCRAFTED FURNITURE\GIFTS AND ANTIQUES) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 2.306 ACRES, MORE OR LESS (Tax Map I.D. 2-34-14.00-20.03 and 20.04)

WHEREAS, on the 26th day of October 2012, a conditional use application, denominated Conditional Use No. 1954 was filed on behalf of Robert A. Hermanson; and

WHEREAS, on the ____ day of _____ 2012, 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. 1954 be _____; and

WHEREAS, on the ____ day of _____ 2012, 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. 1954 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 Indian River Hundred, Sussex County, Delaware, and lying northwest of Route 48 (Zoar Road) 150 feet west of Road 315 (Deep Branch Road) and being more particularly described as:

BEGINNING at an iron bar on the northerly right-of-way of Zoar Road, a corner for these lands and lands, now or formerly, of Kathleen Quillen; thence southwesterly along the northwesterly right-of-way of Zoar Road 460.99 feet to a utility pole; thence continuing southwesterly along the northwesterly right-of-way of Zoar Road 87.59 feet to an iron bar at the corner of Sturgis Lane, a private road; thence south 77°03'40" west 101.57 feet along the northerly right-of-way of Sturgis Lane to a 12" pine tree; thence north 25°13'20" east

247.99 feet along lands, now or formerly, of Mary Amanda Rust and Linda Rust to a point; thence north $54^{\circ}46'50''$ west 29.99 feet to a concrete monument; thence north $18^{\circ}34'09''$ east 183.31 feet to an iron pipe; thence south $59^{\circ}10'45''$ east 51.02 feet along lands of Donald Hylinski to a concrete monument; thence continuing along said Hylinski lands south $57^{\circ}29'50''$ east 528.66 feet to the point and place of beginning, and containing 2.306 acres, 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.

DRAFT

ORDINANCE NO. ____

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 8.05 ACRES, MORE OR LESS

WHEREAS, on the 11th day of October 2012, a zoning application, denominated Change of Zone No. 1724 was filed on behalf of Central Storage @ Harbeson, LLC; and

WHEREAS, on the ____ day of _____ 2012, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1724 be _____; and

WHEREAS, on the ____ day of _____ 2012, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone 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,

NOW, THEREFORE,

THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation CR-1 Commercial Residential District 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 Broadkill Hundred, Sussex County, Delaware, and lying north of Route 9 (Lewes Georgetown Highway) 500 feet west of Route 5 (Harbeson Road) and 700 feet east of Road 254 (Prettyman Road) and being more particularly described in Deed Book 3464, Page 5, and Plot Book 112, Page 78, in the Office of the Recorder of Deeds in and for Sussex County, Delaware, said parcel containing 8.05 acres, 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.

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM A GR GENERAL RESIDENTIAL DISTRICT TO AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 74 ACRES, MORE OR LESS (Tax Map I.D. 3-34-12.00-16.00, Part of)

WHEREAS, on the 24th day of October 2012, a zoning application, denominated Change of Zone No. 1725 was filed on behalf of Jack Lingo Asset Management, LLC; and

WHEREAS, on the ____ day of _____ 2012, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1725 be _____; and

WHEREAS, on the ____ day of _____ 2012, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone 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,

NOW, THEREFORE,

THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [GR General Residential District] and adding in lieu thereof the designation AR-1 Agricultural Residential District 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 southeast of Ward Road (Road 283A) and southeast of Cedar Grove Road (Road 283) 2,400 feet southwest of Mulberry Knoll Road (Road 284) and being more particularly described per the attached legal description prepared by Davis, Bowen & Friedel, Inc., said parcel containing 74 acres, 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.