

**Town of Felton
Town Council Meeting
December 8, 2025
6:30 pm**

Mayor Kelley called the Town Council Meeting of Felton to order at 6:30 pm on Monday, December 8, 2025. Present at the meeting were:

Council Members: Mayor David Kelley, Vice-Mayor Joanne Clendaniel, Marquise Broom, Diana Dolan-Beulah, and Bill Brittingham.

Staff: Town Manager, Amy Thomas, Chief Guild, and Town Clerk, Tracey Thompson.

Public: Fred Wittig, Robert Wittig representing DSM Commercial, Ashley McCae, Steven Fortunato representing Bohler Engineer, Niko Lugaro, Jessica Lugaro, and Rick Jones.

Public Comments:

- Resident Rick Jones spoke on his discussion with Senator Coons secretary Kate about helping the Felton Police Department.

Police Report:

Chief Guild presented the November 2025 police report.

- 15 patrol hours dedicated to Hidden Pond, to prevent dirt bikes, and 4 wheelers from riding illegally.
- New in-car camera system was installed last month; the next one will be installed on December 18th.
- PAC meeting was on November 18th, teamed up with DE Food Bank on December 4th for turkey giveaway. Will be helping again on December 17th food bank at Felton Fire Company.
- New police truck process is moving forward going with Island technology in Camden, takes 8-12 weeks before installation.
- Oral boards performed on December 5th for the one candidate for the new hire police position.
- 161 Calls of service for the month of November.
- 2540 Calls of service for the year.

Motion: Vice- Mayor Clendaniel made a motion to approve the November 2025 Police Report. Councilmember Broom seconded the motion. The motion was passed unanimously.

Felton Fire Company Report:

- See attached.

Budget Report:

Amy presented the November 2025 Budget Report.

- 58% through the budget year.
- Started spending on High St phase 2 project. Using transportation funds for this project.
- Engineering line, majority will be reimbursed. Spent \$1500 for new comprehensive plan zoning maps.

Motion: Vice- Mayor Clendaniel made a motion to accept the November 2025 Budget Report. Councilmember Broom seconded the motion. The motion was passed unanimously.

Approval of Minutes:

Mayor Kelley presented the November 10, 2025 Town Council Meeting Minutes and the December 3, 2025 Planning and Zoning Meeting Minutes.

- Bohler Engineer gave a presentation of the Wawa site.

Motion: Councilmember Broom made a motion to accept the November 10, 2025 Town Council Meeting Minutes, and December 3, 2025 Planning and Zoning Meeting Minutes. Vice-Mayor Clendaniel seconded the motion. The motion was passed unanimously.

Discussion of Christmas Parade:

- Discussed parade route.
- In need of one more judge for the parade.
- Registration is closed for parade entries; we are at full capacity.

Main Street Repair- Municipal Street Aid Funds \$45,231:

- Josh connected with the state to start this repair project on Main St.
- State will have their own inspector on the job.
- George and Lynch won the bid on the repair.
- Using Municipal Street Aid Funds for repair from water leak.

Pennsy Supply Lease Amendment Proposal:

- Pennsy Supply is asking for a decrease in rent for allocating space to build the new public works building.
- Discussion on the amount.
- Council all agrees what Pennsy Supply is asking will work and that we should go forward with the project.

Odd Fellows Park:

- Council agrees to reopen the park for the holiday season.

Motion: Councilmember Brittingham made a motion to approve the reopening of Odd Fellows Park. Vice-Mayor Clendaniel seconded the motion. The motion was passed unanimously.

Motion: Vice Mayor Clendaniel made a motion to add High Street phase two to the agenda. Councilmember Dolan-Beulah seconded the motion. The motion was passed unanimously.

Discussion on High Street Phase Two Project:

- Received three bids for the High St phase two project. Dixon Contracting, Jerry's Paving, and George & Lynch.
- KCI is recommending Dixon Contracting.
- Amy asked Council to proceed with KCI's recommendation and award the bid to Dixon Contracting and get on their books for next year.
- Council all agreed to go with KCI's recommendation.

Motion: Vice Mayor Clendaniel made to award Dixon Contracting the High Street Phase two project. Councilmember Dolan-Beulah seconded the motion. The motion was passed unanimously.

The meeting was adjourned at 7:28pm to go into Executive Session

Motion: Vice-Mayor Clendaniel made a motion to adjourn the regular meeting to go into executive session. Councilmember Broom seconded the motion. The motion was passed unanimously.

The regular meeting reconvened at 7:57pm

Motion: Vice-Mayor Clendaniel made a motion to adjourn the meeting. Councilmember Broom seconded the motion. The motion was passed unanimously.

The meeting was adjourned at 7:58pm.

These minutes were prepared by Tracey Thompson, Town Clerk.

Tracey Thompson, Town Clerk

Date