

**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 18<sup>th</sup>, teamed up with DE Food Bank on December 4<sup>th</sup> for turkey giveaway. Will be helping again on December 17<sup>th</sup> 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 5<sup>th</sup> 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.

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Tracey Thompson, Town Clerk

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Date