

MINUTES of the Workshop

TOWN COUNCIL

32 WEST AVENUE

November 18, 2025 @ 12:30PM

1. CALL TO ORDER

Mayor Reddington called the meeting to order at 12:30 p.m. with the **Pledge of Allegiance**. *Present:* Council Members Colleen Twardzik, Jay Tyminski, Don Walsh with Steve Cobb, Police Chief Ken McLaughlin, Finance Director Dawn Parks, Town Manager Carol Houck, Planning, Zoning & Development Director Ken Cimino, Public Works Director Matt Martin, Town Solicitor Max Walton, and Town Clerk Donna Schwartz were also present.

2. ADOPTION of Agenda

A motion was made by Council Member Walsh, seconded by Council Member Twardzik, to adopt the agenda as presented. The motion was carried unanimously 5/0.

3. NEW BUSINESS

A. PFM Structured Pay Scale for Police Department

Mrs. Houck opened the presentation by explaining the backstory and introducing Ryan Chester, of PFM. Mr. Chester highlighted all the important aspects of PFM's findings of the Police Department pay scale. He spoke of rank structure, career progression, pay ranges and benefits. Mr. Chester stated that the comparison groups were Dagsboro, Lewes, Milton, Rehoboth Beach, and Selbyville. He explained how the parameter worked with population, demographics, pay ranges, and methodology. Mr. Chester presented all kinds of wage charts and explained how step-increases would work. Then he added in cash compensations, health plans, leave accruals and vacation hours are incorporated into the study. He recommended that they evaluate the finding every three years to keep it current. Council Member Steve Cobb asked about the out years. Mr. Chester explained the answer. The Council thanked Mr. Chester for his work and presentation.

B. Water Presentation – Remaining Funds

Mrs. Houck presented this recommendation to the Council. She began by giving some background information about the water sale. She stated that \$2,103,804 dollars were the remaining funds of which she is speaking. The USDA payoff was less than what they expected and now she needs Council input as to what should be done with the remaining funds. Mrs. Houck said she recommended creating a tax stabilization fund with a two-cent guardrail. She also recommended adding money to two existing funds, Street Repair and Replacement and Capital Replacement Funds. Mrs. Houck stated there will be \$82,154 for the general fund.

4. CITIZEN'S PRIVILEGE –

Mr. Lee Brubaker, Elliott Avenue, was present and spoke to Council, his email regarding the funds was included in the Council packets.

5. ADJOURNMENT

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to adjourn the meeting at 1:57pm. The motion was carried unanimously 5/0.

Respectfully submitted, Donna M. Schwartz, MMC, Town Clerk