

**207 Main St. Leipsic, DE 19901**

**Leipsic Town Council Meeting Minutes**

**Wednesday, January 11, 2023**

- 1. Call To Order** A regular meeting of the Leipsic Town Council was called to order on Wednesday, January 11, 2023, at 7:05 pm at Leipsic Town Hall, 207 Main Street, Leipsic, Delaware.
- 2. Pledge of Allegiance** Mayor Martha Wilkinson opened with the Pledge of Allegiance.
- 3. Member Roll Call** In attendance were Council members, Mayor Martha Wilkinson, Treasurer Josh Miller, Acting Secretary Donna Orтели and Council Member Jim Fox. Vice-Mayor Lois Poppitt and Treasurer Mike Parenzen were absent.
- 4. Approval of Minutes** Minutes of the previous Council meeting dated 11/7/22, were read silently, then a motion was made to accept and was approved unanimously.
- 5. Guests/ Visitors:** Michael Braun-Leipsic landowner. Mr. Braun came before the town council to ask for approval of site plan for his property located at 291 Denny St.
- 6. Building/ Land use Applications & Permits:** NONE
- 7. Council Members' Reports:**
  - 7a. Treasurers Report:** The months of November and December 2022 were reported on by Treasurer Josh Miller. A motion was made and both reports were approved unanimously as read.
  - 7b. Tax Collector Report:** Read by Treasurer Josh Miller, as Tax Collector Cathy Manley could not attend this rescheduled meeting. Motion was made, seconded and unanimously approved to accept the report as read.
  - 7c. Planning Commission Report:** Chairperson Brian Geller reported on the proposed variance for Mr. Braun's property located at 291 Denny St. The Planning board presented the site plan with the notation that a variance would be required as the set back of Mr. Braun's plan is 19 feet at the rear, and the current Leipsic Town Ordinances require 30 feet for rear setback. It was also noted that the previous dwelling on the lot had a setback of 18 feet. Discussion ensued and a motion was made, seconded, and approved that the town would give Mr. Braun the approval for the variance, with the condition that he receive approval from the Leipsic Board of Adjustments prior to receiving said variance. Mr. Braun also requested in writing to purchase the adjacent tract of land south of his property located at 291 Denny Street, currently owned by the Town of Leipsic. His offer in writing was made at \$9,500.00, with contingencies that no cell phone tower or similar, would be built within ¼ mile of said property lines. After some discussion about cell phone tower placement and the original cost of the property to the Town of Leipsic, Mr. Braun offered \$12,500.00 for the purchase of

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said property, which was the original purchase price for the Town of Leipsic. Mr. Braun's purchase of the property from the Town is contingent on him receiving all approvals from the Town, County and any other required agencies for the building of 2 single family homes. If he does not receive approval from required government entities, his purchase of the land would be null and void. A motion was made, seconded and approved to sell Mr. Braun the property at his offer of \$12,500.00.

**7d. Other Reports:** No other committee reports were given.

## **8. OLD BUSINESS:**

**8a. Parking Lot Update:** A final bill for the Parking Lot has not been received. Questions about the handicap signs and mulch were discussed. The Mayor will research both of these items to get answers, prior to any final bill being paid by the town.

**8b. Town Hall Renovations ARPA:** Treasurer Josh Miller reported there were some overrun costs for the renovation. Painting of windows, \$400.00, Adjusting electrical boxes, \$150.00 and framing of door that is part of the interior panel wall, \$250.00 for a total cost of \$800.00. Discussion ensued about the individual costs and the reasons why there were additional costs. A motion was made, seconded and unanimously approved to pay the \$800.00 overrun bill.

**8c. Route 9 and safety update:** Treasurer Josh Miller reported that all signs had been approved by the state.

**8d. Town Hall Signage:** Treasurer Josh Miller submitted the new mock ups for the town hall signs, using the logo and slogan that was designed for the town by Ben Muldrow. Discussion ensued and a motion was made, seconded and approved to purchase a sign for over the Town Hall entrance and a smaller sign indicating Town Information.

## **9. NEW BUSINESS:**

**9a. Announce Two Town Council Seat openings March 2023:** Anyone interested in running either position needs to have all their paperwork filed by February 1, 2023. The election day is set for Monday, March 6, 2023.

**9b. Oyster Festival 2023:** A date for a meeting of the feasibility committee to study the event was scheduled for the Wednesday, January 18, 2023 at the Town Hall.

**9c. Additional New Business:**

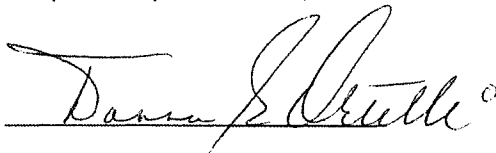
**207 Main St. Leipsic, DE 19901**

- 1) The Mayor reported complaints of a drone flying over homes on West Street. The owner was contacted regarding the law and drones and will comply.
- 2) Nicole Marks from DNREC called the Mayor regarding their plan for Delaware Ocean and Bays. Mayor Wilkinson will attend the meeting scheduled at Bowers Beach.
- 3) Mayor Wilkinson reported that the property owners on Lombard Street do not want to see a public boat ramp installed. She reported that the property across the river, by the Leipsic Bridge, was sold the first week of December to Tom Draper. Two properties were sold, one being on Hutcha Alley and the other property at 141 Front Street. These properties were closed on, and the one property at 141 Front Street still has taxes owed for the 2022 Tax Year. This property is also back on the market for sale.
- 4) Parking Lot lights were discussed as Treasurer Josh Miller researched options. His recommendation was to put four lights on the building. One on each side and two on the back that are LED, Dusk to Dawn. The total cost for the purchase of the lights will be no more than \$330.00. Installation would be completed by Josh at no additional cost. The motion was made, seconded and unanimous approval for Josh to purchase the lights using AARPA funds.

**10. Next Meeting Date:** The next town meeting was set for Monday March 6, 2023, at 7pm. In the event of an actual election process needed, which is scheduled for Monday, March 6, 2023, the town meeting will be held the following Monday, March 13, 2023.

**11. Adjournment:** With no other business, the meeting was adjourned at 8:45pm.

Respectfully submitted,



Donna E. Ortelli, Acting Secretary

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**Town of Leipsic**

**Board of Adjustments**

Recommendation to Leipsic Town Council

Requestor: Michael Braun/Micromotor Equipment Co. LLC

Property Address: 291 Denny St, Leipsic, DE 19901

Zoning of Property Address: Residential

Request Type: Variance of rear setback

Synopsis: Requestor has presented a preliminary site plan for construction of a single-family dwelling at 291 Denny St. Preliminary Review of the Site Plan would necessitate a granting of a variance by the Council related to the rear yard setback. According to the preliminary site plan, the rear yard setback of the proposed dwelling would be 19' from the rear property line at its closest point. (For comparison, the existing single-family home that existed on the lot prior to demolition had a rear setback of under 18'). Current Town of Leipsic Land Development Ordinances, Section 5 dictate a rear yard setback of 30' for residential zoned property.

Requestor is seeking a variance in the rear yard setback from 30' to 19'.

It is the recommendation of the Board of Adjustments to ✓ Approve/\_\_\_\_\_ Deny the variance requested.

Submitted,

Town of Leipsic

Board of Adjustments

R. Virdin

*RLV*

J. Poppitt

*Resigned*

MICROMOTOR EQUIPMENT CO., LLC  
18 Wimbledon Dr.  
Dover, DE 19904

12/20/2022

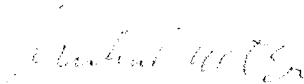
City of Leipsic  
Dover, DE 19901  
Delivery By Hand

To Whom It May Concern,

The purpose of this letter is to start the process for the possible purchase from the City of the small track of land immediately south of 291 Denny St. It is my intention to build a small residence (1000-1200sq ft) on the plot after applying to redraw the lot line between 291 Denny and the subject property. My offer below would be contingent on my being granted building permits for the construction of both properties. In addition, I would need a commitment that should the City decide to build a cell phone tower, or similar, that it be at least ¼ mile from any of my property lines.

Offer Price is \$~~9,500~~ 12,500

Respectfully,



Michael W Braun, Member  
Micromotor Equipment Co. LLC