

MINUTES OF THE MEETING
OF
LEIPSIC TOWN COUNCIL
HELD: January 6, 2025

A regularly scheduled meeting of the Leipsic Town Council was held on January 6, 2025 at 7PM at Leipsic Town Hall, 207 Main Street, Leipsic, Delaware. In attendance were Mayor Jim Fox, Deputy Mayor Mike Parenzan, Secretary Deborah McKeever, Treasurer Josh Miller and Councilwoman Donna Ortelli. Councilwoman Martha Wilkinson advised that she was unable to attend this meeting.

Mayor Fox called the meeting to order at 7PM and opened it with the Pledge of Allegiance.

Upon motion duly made and seconded, the Minutes of the November 4, 2024 meeting were unanimously approved.

Mayor Fox called for the Planning Commission Report for the period November 5, 2024 through January 5, 2025. Chairman Brian Geller stated the scheduled December 18, 2024 Planning Commission was canceled as there were no agenda items. The next scheduled meeting of the Planning Commission will be held February 11, 2025 at 630pm at Town Hall.

The Planning Commission Chairman reported on December 23, 2024, The Upper Room Group LLC (owner) submitted building plans and application for a Permit Permission Letter (PPL) to construct a new home on the McClary Street lot known as Tax Parcel #4-13-03914-02-6301-000. The proposed new home meets the Town's zoning requirements. Upon motion duly made and seconded, issuance of a PPL was unanimously approved with the following contingency: the property owner accepts full responsibility for coordinating the sewer connection to the property with Kent County, Delaware and is solely and exclusively financially responsible for public sewer connection and for any repairs to the public street that may be required as a result of the connection.

Upon motion duly made and seconded, the Planning Commissions report was unanimously accepted and is attached here to as Exhibit A.

Next, Mayor Fox asked for the Treasurer's report. Josh Miller presented the Treasurer's Report for the period November 5, 2024 through January 5, 2025. Upon motion duly made and seconded, the Treasurer's Report was unanimously accepted and is attached here as Exhibit B.

Next, Mayor Fox presented the Tax Collector's Report on behalf of the Tax Collector. Thirteen properties remain delinquent. Council requested that follow-up/reminder notices be sent to the 13 property owners. The Mayor requested that the property owners of TL112, (West Second Street) be

advised that trash collection for this tax parcel is required as the property consists of a residential structure. Upon motion duly made and seconded, the Tax Collector's Report was accepted and is attached here as Exhibit C.

Next, the Secretary reminded Council of the two Council seats, each for a three-year term, are open March 2025. Filing period for interested persons is January 6 through January 27 (430pm), 2025. The required public notice will immediately be posted to the Town's official website. Should an election be required, it will be held March 3, 2025.

There being no other In-Progress or New business, the meeting was adjourned. The next regularly scheduled meeting of Council will be held Monday, March 10, 2025 7pm.

Respectfully submitted,

Deborah McKeever

Deborah McKeever, Secretary