

MINUTES OF THE MEETING
OF
LEIPSIC TOWN COUNCIL
HELD: July 7, 2025

The regularly scheduled meeting of the Leipsic Town Council was held on July 7, 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 Martha Wilkinson; Donna Ortelli was not in attendance.

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

Next, the Mayor called for any building/land use application and permits. Planning Commission Brian Geller presented an application dated June 27, 2025 by Roscole and Nancy Abbott owners of 291 Denny Street, Leipsic, Delaware for the installation of a 64' x 26.8" manufactured home. The timing of the application did not allow for full review by the Planning Commission. Mr. Geller reported that, based on the application, the installation met all required Town of Leipsic setbacks. Upon motion duly made and seconded, the application was unanimously approved for issuance of a Permit Permission Letter.

Councilwoman Martha Wilkinson submitted an application for her property known as 289 Main Street, Leipsic, Delaware. The scope of the work is for interior structural work. Upon motion duly made and seconded, the application was unanimously approved for issuance of a Permit Permission Letter. Councilwoman Wilkinson abstained from voting.

Next, Mayor Fox called for the Treasurer's Report for the period ending July 6, 2025. Treasurer Josh Miller presented his report. Mr. Miller also reported a transfer of \$100 from the ARPA bank account to general funds on May 5, 2025, and the closing of the Renovation Fund bank account on June 20, 2025. Upon motion duly made and seconded, the Treasurer's Report was unanimously approved and is attached here as Exhibit A.

Next, Mayor Fox presented the Tax Collector's Report for the period ending July 6, 2025. Two corrections were noted and made. Upon motion duly made and seconded, the Tax Collector's report was unanimously approved, as corrected, and is attached here as Exhibit B.

Next, Mayor Fox called for the Planning Commission Report for the period ending July 6, 2025. Mr. Geller reported that research and update preparation continues on the 2029 Comprehensive Plan required by the State of Delaware. At this time, no date has been set for the next Planning Commission Meeting. Upon motion duly made and seconded, the Planning Commission Report was unanimously approved and is attached here as Exhibit C.

Next, under In-Progress business, Council reviewed a landscaping invoice presented by Linda Mozick for work previously approved by Council. Upon motion duly made and seconded, the \$410 invoice for work completed through July 6, 2025, was unanimously approved.

Next, Mayor Fox invited resident Mark Pugh, who is running for Delaware State Senator in 2026, to present information with regard to Delaware Legislature action and municipality authority. Council thanked Mr. Pugh for his presentation and expressed their appreciation.

Next, Mayor Fox asked Treasurer Miller to present for review by Council the 2024-2025 actual to forecasted budget and the 2025-2026 forecasted budget.

Next, the Mayor reported the resignation of Dennis McKeever as Tax Collector effective July 6, 2025. The Mayor advised Council that Vicki Antoniou, an experienced senior banking manager, has agreed to accept the position of Tax Collector effective immediately. Upon motion duly made and seconded, the appointment of Ms. Antoniou was unanimously approved.

Next, Secretary McKeever advised that, in accordance with our requisition with DNREC, mosquito control would be performed on July 7, 2025, weather permitting.

Next, it was brought to Council's attention that tree trimming is needed on Front Street to ensure a clear view of public areas. Mayor Fox will look into the matter.

The next regularly scheduled meeting will be held Monday, September 8, 2025 at 7pm at Leipsic Town Hall, 207 Main Street, Leipsic, Delaware.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Deborah McKeever

Deborah McKeever, Secretary