

Kent County Levy Court Business Meeting Notice and Agenda
Kent County Administrative Complex
555 Bay Road, Dover, DE
Tuesday, April 23, 2024 (Levy Court Chamber, Room 203) &
Wednesday, April 24, 2024 (Caucus Room)

Commissioners will meet in the Levy Court Chamber. The public is welcome to attend in person or via WebEx. Thank you.

Join the meeting via WebEx by going to:

<https://kentcountyde.webex.com/kentcountyde/j.php?MTID=mb5be1b37cbbf8809edf94daf921c9a4b>

or

By phone, by calling 1-408-418-9388

Meeting number (access code): 2342 429 6539

Meeting password: #

7:00 P.M., BUSINESS MEETING

Call to Order

Invocation

Pledge of Allegiance

Moment of Silence for our Troops and First Responders

Roll Call and Determination of Quorum

Adoption of Agenda

Consent Agenda 24-03

- **Forwarded from April 17, 2024 Workshop:** HVAC projects using ARPA Funds: Modern Controls, Inc Invoice Approvals; HVAC balancing survey/\$68,845 (Admin Complex) and Upgraded HVAC Controls/\$59,956 (Kent Co. Public Library)

Public Comments on Agenda Items other than Public Hearing Items

Note: Public Comments for Public Hearing Item(s) will be during their public hearings.

PRESENTATIONS:

1. **Employee of the Month**
 2. **Resolution 4048 – Kent County Small Business Week**
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7:00 P.M., PUBLIC HEARINGS

PETITION FOR CONDITIONAL USE REQUIRING SITE PLAN APPROVAL:

Mr. Scott:

1. **Application # / Name:** CS-24-02 Cattail Creek Propane Facility; Applicant / **Owner:** Petroleum Equipment Inc. /Strahly Holding, LLC; **Zoning District / Proposed Use:** AC (Agricultural Conservation) /public utility underground propane field; **Area & Location / ID#:** 2.80± acres within the Cattail Creek subdivision, located on the southwest side of the intersection of Barratts Chapel Rd. and Buffalo Rd., north of Frederica / SM-00-131.01-06-95.00-000

PUBLIC HEARINGS, continued

PETITION TO AMEND COMPREHENSIVE PLAN MAP AND ZONING MAP:

Mr. Hertz:

1. **Ordinance LC24-02**, An Ordinance to amend the Comprehensive Plan Map Designation and the Official Zoning Map of Kent County, Delaware pursuant to the provisions of Kent County Code, Vol. II, Chapter 205 Zoning, Article III, Section 205-8 and Section 205-9, and Article XXVIII (changes and amendments) effective December 01, 2000, as amended.
(Application #: CZ-24-02; Applicant & Owner: King, Edward V. & Loretta L.; Proposed Zoning District/Comprehensive Plan Area: BG (General Business) / Highway Commercial; Area & Location / ID#: 1.8+/- acre parcel located on the east side of Raughley Hill Rd., approx. 540' south of Hopkins Cemetery Rd., north of Harrington/ MN-00-160.00-01-14.13-000)

KENT COUNTY ORDINANCE - APFO:

Mrs. Masten:

1. **Ordinance LC24-03 Adequate Public Facilities Ordinance (APFO)**: An Ordinance to amend Kent County Code, Vol. II, Chapter 187, Subdivision and Land Development, as amended by revising Article XVII – Supplementary Regulations, § 187-90.2 Adequate Public Facilities in order to delete the provisions regarding Roads, Schools, and Water.

EXTENSION OF STORMWATER MAINTENANCE DISTRICT – JOCKEY HOLLOW:

Mr. Hertz:

1. **Resolution 4041-A**, A Resolution to extend the Kent County Stormwater Maintenance District pursuant to Chapter 52, Title 9 of the Delaware Code and Section 90.4.E(10), Chapter 187 of the Kent County Code – Jockey Hollow

UPDATES TO VARIOUS FEE SCHEDULES:

Mr. Scott:

1. **Ordinance LC24-06 Sheriff Fee Schedule Update**. An Ordinance to Repeal and Replace Kent County Code, Chapter 128 Fees, Part 2 Fee Schedule, Article XI Fees Enumerated, §128.47 Sheriff
2. **Ordinance LC24-07 Recorder of Deeds Fee Schedule Update**. An Ordinance to Repeal and Replace Kent County Code, Chapter 128 Fees, Part 2 Fee Schedule, Article XI Fees Enumerated, §128.44 Recorder of Deeds
3. **Ordinance LC24-08 Register of Wills Fee Schedule Update**. An Ordinance to Repeal and Replace Kent County Code, Chapter 128 Fees, Part 2 Fee Schedule, Article XI Fees Enumerated, §128.46 Register of Wills

PUBLIC HEARINGS, continued

UPDATES TO VARIOUS FEE SCHEDULES, continued:

Mr. Scott, continued:

4. **Ordinance LC24-10 Clerk of the Peace Fee Schedule Update.** An Ordinance to Repeal and Replace Kent County Code, Chapter 128 Fees, Part 2 Fee Schedule, Article XI Fees Enumerated, §128.40 Clerk of the Peace

Mrs. Masten:

1. **Ordinance LC24-09 Planning Services Fees Update.** An Ordinance amending §128.42 Department of Planning Services to set various fees charged by the Levy Court

CLOSE PUBLIC HEARINGS

OLD BUSINESS

NEW BUSINESS

Action items forwarded from Workshops:

Tuesday, April 16, 2024 Workshop:

Mrs. Masten:

1. *FY 25 Independent Contractor Agreement – Csi (003) – Building Inspection and Plan Review Contractual Services*

Wednesday, April 17, 2024 Workshop:

Mr. Angel:

1. *Health Insurance Rates*

End of Action Items from Workshops

OTHER BUSINESS

1. Move to go into Executive Session immediately following the Business Meeting for preliminary discussion on site acquisition for a publicly funded capital improvement; legal strategy session regarding collective bargaining or pending or potential litigation; and personnel matters pursuant to 29 Del.C. 10004(b)(2), (4), and (9)
2. Move to go into Executive Session immediately following the Workshop on May 7, 2024, for preliminary discussion on site acquisition for a publicly funded capital improvement; legal strategy session regarding collective bargaining or pending or potential litigation; and personnel matters pursuant to 29 Del.C. 10004(b)(2), (4), and (9)

INFORMATION ITEMS

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

ADJOURN

EXECUTIVE SESSION

Immediately following the Business Meeting
if needed
Caucus Room

For preliminary discussion on site acquisition for a publicly funded capital improvement; legal strategy session regarding collective bargaining or pending or potential litigation; and personnel matters
Pursuant to 29 Del.C. 10004(b)(2), (4), & (9)

****REMINDER****

WORKSHOP

5:30 PM, Wednesday, April 24, 2024
Caucus Room

RE: FY25 Budget Review
(Operating Budget Review)

Commissioners will meet in the Caucus Room. The public is welcome to attend in person or via WebEx. Thank you.

Join the meeting via WebEx by going to:

<https://kentcountyde.webex.com/kentcountyde/j.php?MTID=m7d810e5e5e460353f708714c0ee07c07>

or

By phone, by calling 1-408-418-9388

Meeting number (access code): 2335 011 1411

Meeting password: W32sa6NugVF

Posted: 4/16/24

Revised: 4/22/24

Posted by: L. Tanaka

Time: 4:00 PM

Take down: Upon Replacement or on 4/25/24

29 Del.C. §10004(e)(2). The Agenda items as listed may not be considered in sequence. This Agenda is subject to change to include additional items including Executive Sessions or the deletion of items including Executive Sessions, which arise at the time of the meeting.