



The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409

302-539-3011 ~ 302-539-1305 fax

www.fenwickisland.delaware.gov

INFRASTRUCTURE COMMITTEE MEETING

August 12, 2025, at 10:00 a.m.

Town Hall

MINUTES

Members Present: Susan Brennan, Nuwan Seneviratne, Jack Armstrong (Zoom), Jay Ryan, Tim Leahy, Tim Bergin (Zoom), Jon Miller

Others Present: Natalie Magdeburger (Zoom)

Staff Present: Kathy Grab

Flag salute and call to order at 10:03 a.m.

1. Approval of prior minutes from July 8, 2025.

Motion to approve July 8, 2025 minutes on a Jack Armstrong/Jay Ryan motion.

Motion passed unanimously.

2. Update on Straughan Environmental Contract.

- a. Tim Leahy advised the kickoff meeting was on August 11th Sherry Demoss and Larry Trout.

- Duration: 12–18 months.
- Lead engineer and main contact: Shelly DeMoss (“boots on the ground”), with support from Larry Trout.
- First deliverable: Master Plan outlining goals and sub-projects for the next 2–5 years, focusing on priority street groupings.
- Over the year, work will narrow potential solutions down to four areas, then two projects for bid-ready documents.
- Public input will be required before final selection, which may extend the timeline.
- Monthly progress reports will be issued and aligned with the comprehensive plan recommendations.

3. Update on Infrastructure Committee’s Presentation, Thursday August 21, 2025 at 1:00 p.m.:
Fenwick and You: Our Shared Responsibility in Resiliency Preparedness, Planning, Implementation.

- a. Danielle Swallow.

- Slides will be sent next Tuesday.

- b. Kathy Potter.
 - Her file is large, working with her to have them sent.
- c. Phil Cane.
 - We should be hearing back from him, not sure if he or one of his representatives will be attending.
- d. Larry Trout.
 - He should be fine, most of what he will be doing is talking and answering questions.
- e. Susan Brennan will handle the room set up and back-end items. Other things to be done:
 - Tim Leahy suggested putting up the maps in case there are residents who have not seen them, it would be really useful to them.
 - Kathy Potter offered to share information on the presentation to other municipalities in the area and Susan Brennan said yes.
 - Tim Leahy asked about food and beverage. Susan Brennan advised water and maybe some cookies or something of the sort.
 - Susan Brennan advises that the committee should be at Town Hall early.
 - Nuwan Seneviratne and Tim Bergin cannot be in attendance but on Zoom.
- 4. Update on Grant Opportunity: DNREC Soliciting Project Proposals for Surface Water Matching Planning Grants.
 - a. Susan Brennan advised they spoke with Larry Trout regarding the grant and was advised to speak with Jim Sullivan or Megan Noe Fellows.
 - She has spoke with Megan Noe Fellows yesterday.
 - ArcGIS was identified as a need for the grant; not covered by current contracts.
 - State provides servers only; ArcGIS software costs ~\$2,000/year.
 - Data available from the State at no cost; Straughan will assist.
 - Initial use for internal mapping; long-term goal is for public access.
 - Other counties offer varied GIS access; Sussex County has parcel maps and ownership history.
- 5. Old Business.
 - a. Update on Farmington Street Project.
 - Jay Ryan met with Mike Locke and came up with an agreement and he updated the sketch, all issues have been resolved.
 - Natalie Magdeburger asked Susan Brennan to add this to the Council meeting agenda and Jay Ryan to provide a copy of the map for the Council meeting.

b. Resiliency Fund Discussion.

- Susan Brennan spoke with Bill Rymer. He provided background and example of dredging fund: 3% of RTT set aside, supplemented with grants.
- Suggestion to repurpose dredging funds into a resiliency fund as dredging winds down.
- Redirecting funds is permissible.
- Forecasting fund availability could help execution in 2028–2029.

Motion to ask Council to consider a stormwater and flood resiliency fund for public infrastructure patterned on the dredging allocation on a Susan Brennan/ Tim Leahy motion.

Motion passed unanimously.

6. New Business.

- a. None

7. Public Participation.

- a. None.

8. Date of Next Meeting.

- a. September 9, 2025 at 10:00 A.M.

9. Adjournment.

Motion to adjourn 10:40 a.m. on a Jay Ryan/Tim Leahy motion.

Motion passed unanimously.