



# The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409

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

[www.fenwickisland.delaware.gov](http://www.fenwickisland.delaware.gov)

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## PLANNING COMMISSION MEETING

September 11, 2025, at 9:00 a.m.

Town Hall

Minutes

**Members Present:** Susan Brennan (Zoom), Ann Riley, Winnie Lewis, Natalie Magdeburger (Zoom), Lois Twilley

**Others Present:** Erin Ellinger

Call to Order and Flag Salute

**1. Discuss/approve minutes from meeting held August 14.**

Motion: To approve the minutes of the August 14, 2025, meeting.

Moved by: Ann Riley

Seconded by: Lois Twilley

Result: Motion passed unanimously.

**2. Discuss and prepare/organize the Implementation matrix tasks and recommendations for the 2025-2026 committee year.**

Committees have been consolidated, and tasks reassigned accordingly. After reviewing committee reports and working with the matrix for 1.5 years, sufficient data is now available to identify areas of overlap. The commissioners agreed that the revised matrix is ready to be used moving forward. Discussion followed on how best to inform committees of the tasks being reassigned. It was decided that, at each committee's first meeting, members will receive a printed list of their specific priorities. In addition, the full matrix will be shared with all committees for context, along with each committee's individual list of priorities.

**3. Liaison solicitation for March-September Committee Reports reminder.**

The commission discussed whether liaisons are still necessary. Liaisons were originally intended to help get things started and serve as a bridge between commission goals and committees. Since the Town Council primarily oversees the committees, the commission agreed that liaisons may no longer be needed. Instead, committee reports and meeting minutes will serve as the key tools for measuring progress and implementation.

**Old Business:**

**Farmington Street Project**

- Lois offered to coordinate volunteers for sandbag filling.



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- A Facebook post will be made to help recruit additional volunteers, and schools will be contacted regarding possible community service hours.
- Approximately 400 sandbags are needed and will be stored on a pallet until filled.
- Construction is targeted for mid-October.
- Property owners are being contacted since the structure will adjoin their retaining walls, and easements are required for two properties.

### **New Business:**

The Rt. 54 bridge replacement project public workshop will be held on September 18, 2025, and is posted on the Town's website and Facebook page.

### **Public Participation:**

None

### **Meeting Adjourn:**

Motion: To adjourn the meeting at 9:28 AM.

Moved by: Susan Brennan

Seconded by: Ann Riley

Result: Motion passed unanimously.

**Next meeting:** October 9 at 9:00 AM and possibly the second Thursday of each month.