

March 20, 2026

Attendees: Karen Fleck, Larry Firment, Burr Munroe from Tributaries

Karen contacted Burr Monroe from Tributaries to provide an estimate for maintaining the bioretention swale after our meeting with Sussex Conservation on March 16, 2026. Larry and I educated Burr on the fact that the homeowners own the property in the bioretention swale and the HOA has an easement. The HOA currently puts down mulch and preemergent weed preventer (Preen) one time a year.

Burr reviewed the Shrubs and Herbaceous species list in the March 16 notes (from our meeting with Sussex Conservation). The Broomsedge, Panicum Virgatum and Tussock Sedge were deleted because they are difficult to purchase and added the Obedient Plant. Karen updated the plant list in the March 16 notes.

**Additional Best Practices for the bioretention to be added to the March 16 notes.**

1. Homeowners should hard prune the large woody shrubs late November – February. (Make sure the leaves are dormant) If this is done, in a few years the shrubs will grow back and spread.
2. Make sure vines are cut out of the large shrubs.
3. Mulching by D&R was postponed until after May 15 and hopefully broken woody vegetation would be removed and spraying for invasive weeds would be completed.

Per our meeting with Sussex Conservation, Burr (Tributaries) will develop a bioretention estimate for the following:

1. Spray an herbicide to mitigate weeds and invasive plants 3x/year.
2. Cut the volunteer tree saplings in the bioretention swale mulched area.
3. Check observation ports and catch basins annually for sediment. If the observation ports or catch basins would need to be jetted out, Tributaries would handle this separate project with a contractor such as Harry Caswell.

**Stormwater Pond**

We also spoke with Burr regarding the Stormwater Pond drain erosion plus the health of the inflow areas and two forebays. A forebay, a small pool of water that absorbs the energy of the incoming water and allows sediment to settle. Water flows from the forebay to a second pool, where additional settling occur

Drain erosion: Burr recommended the entire storm water pond drain be fixed by making a swale, lining it with material and rip-rap. The length of the repair was 25-30 feet and would either be dug by hand or with a tractor that would fit between the Fleck and Davison houses and not damage property.

Forebays: The bank across from the Davison/Fleck homes has collapsed into the pond and forebay. The recommendation was to repair this to stop sediment from filling the forebay prematurely and to plant vegetation to secure the bank. It is important to keep the forebays clear to prevent flooding and allow for sediment from runoff to settle before entering the watershed.

Burr recommended another inspection in 5 years for the forebays. There is no way to create a baseline measurement and the cost of a properly done Bathymetry study would far exceed the work required to scoop out the forebays. Burr agreed with Sussex Conservation that only the forebays would need to be scooped out. There should never be a need to “dredge” the entire retention pond. A tractor could be used to scoop out the forebays and put the sediment on the bank of the pond. This is considered a maintenance project in the eyes of DNREC and should not require a permit.

**Burr is going to develop the following estimates for the stormwater management pond.**

1. Repair and enhance the pond outflow that is approximately 25-30' in length.
2. Repair the collapsing bank of the pond between the birdhouses across from Davison's/Fleck's with coconut coir logs to stop the erosion and plant hibiscus and swamp mallow to secure the bank in this area or some other vegetation.

**Karen To Do**

1. Contact D&R to complete mulching after May 15.
2. Contact D&R to remove the down branches on the HOA Open space by the mailbox cluster.
3. Contact Arbor Care to spray the crape myrtle at the mailbox cluster open space for scale.