MAYOR and COUNCIL
TOWN OF MILLSBORO
322 Wilson Highway
Millsboro, Delaware 19966 - 1216

OFFICE HOURS
MONDAY — FRIDAY
8:00 a.m. to 4:30 p.m.

Phone: (302) 934-8171
Fax: (302) 934-7682

TOWN OFFICE
PARKS/RECREATION
STREETS
WATER/SEWER

POLICE DEPT. 934-8174

Minutes
Millsboro Town Council
Regular Council Meeting
July 5, 2011

7:00 P.M. meeting called to order in the Council Chambers at 322 Wilson Highway, Millsboro, Mayor Larry Gum presiding. Present were Vice-Mayor Robert Bryan, Secretary Greg Hastings, Treasurer Michelle Truitt, Council Persons, John Thoroughgood, , Irene Keenan, Tim Hodges, Town Manager Faye Lingo, Assistant Town Manager Matt Schifano, Town Solicitor Mary Schrider-Fox, Development Coordinator Linda Johnson, Finance Director Bill Sauer and Town Clerk Tammy Phillips. Guest- see attached list.

Swearing in - of new council member James Petruzella. Mr. Petruzella is the new council serving the "At Large" district, Term July 2011 – June 2014.

Outgoing Mayor Gum presented the annual check to Millsboro Fire Company, Ron O'Neal, President a check $ 38722.84 impact fees for the second quarter and a check $ 41746.45 3% FY 10 tax contribution.

Council reorganization – nomination for the new Mayor. Thoroughgood moved Hastings second to nominate Bryan for Mayor. With no other nominations for Mayor, Hastings moved Hodges second to close the nominations. Motion approved unanimously, naming Bryan as Mayor.

New Mayor – Bryan was passed the gavel by Gum and assumes the chair. Mayor Bryan then presented a plaque to outgoing Mayor Gum in appreciation for his years of service to the town. Mayor Bryan opens the nominations for Vice Mayor.

Vice Mayor – Truitt moved Hastings second to nominate Thoroughgood for Vice Mayor. With no other nominations for Vice Mayor, Petruzella moved Keenan second to close the nominations. Motion approved unanimously, naming Thoroughgood as Vice-Mayor.

Secretary – Truitt moved Keenan second to nominate Hastings for Secretary. With no other nominations for Secretary, Hodges moved Thoroughgood second to close the nominations. Motion approved unanimously, Hastings as Secretary.

Treasurer – Keenan moved Hastings second to nominate Truitt for Treasurer. With no other nominations for Treasurer, Hastings moved Petruzella second to close the nominations. Motion approved unanimously, Truitt as Treasurer.

President Pro-tem – Mayor Bryan appointed Hodges as President Pro-tem.

Committees - Mayor Bryan stated all committees will remain the same.

SECRETARY'S REPORT – Secretary Hastings presented the minutes from the June 6, 2011 council meeting for Council's approval. Keenan moved Hodges seconded to approve the minutes from the June 6, 2011 council meeting as written. Motion approved unanimously.

TREASURER'S REPORT – Treasurer Truitt presented the bills and bank balances to Council for approval. Thoroughgood moved Hastings seconded to pay the bills from the designated accounts as presented. Motion approved unanimously.

Hastings requested to table the Budget till the end of the council meeting.

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons Chamber Coordinator, July 4th parade went well over 60 kids and 100 adults. Concerts at Cupola Park for the month of July are 10th – with "Kathy Gorman," July 24th "The Southern Delaware School of the Arts Rock Band" concerts start at 5:30 pm. Hodges moved Thoroughgood second to approve to have Southern Delaware School of the Arts Rock Band perform on July 24th at Cupola Park. Big Thursday will be held on August 11, 12, & 13. Aug 11th @ 5::30 pm Auction will be held at Civic Center; Aug 12th @ 5:30 pm Elvis and Mystery Train Band will be held at Cupola Park; Aug 13th @ 10:00 am all day events, 1:30 pm – 3:00 pm 13Th South Band, 3:30 pm – 5:00 pm Delmarva Star, 6:00 pm – 8:00 pm Funsters will be held at Cupola Park. Thoroughgood requested approval from DELDOT to close streets from Railroad Avenue to State Street on August 13, as of this time, we need council approval for closing State Street and Washington Street for demonstration. We will keep from Railroad Avenue and Main Street open. We need approval from council to close Church Street to Washington Street and Main Street to Central Alley for patrolling pedestrians. Hodges moved Hastings seconded to approve authorization to Chamber to petition DELDOT to close State Street between Washington Street, Main if necessary Washington Street between Main Street. Motion approved unanimously.

MILLSBORO FIRE COMPANY – Ron O'Neal President reported the first six month report is in Fire calls are down 27% from 275 – 200; EMS 13.7% 1058-913. EMS Robin Myers will be leaving in August. We are accepting application for this position. Delaware Legislative 2012 signed a Bon bill 2.5 million for fire school @ Sussex Division to increase facility. John Hall has been voted 2nd Vice President Sussex County Fire Police Association will start his new position in September. Congratulations all council members for the new position.

MILLSBORO POLICE DEPARTMENT – Chief Murphy could not be here, his report is the packet.

STREET REPORT – NO REPORT

PARK AND RECREATION REPORT – NO REPORT

WATER AND SEWER REPORT – NO REPORT

MAYOR'S REPORT-

Millwood II, 2-33-5.00 parcel 12.00 Mark Prata from Mitchell Ave Associates, LLC is requesting for extension on their "Preliminary Plan" approval for one (1) year. Thoroughgood moved Hastings seconded to approve extension on "Preliminary Plan" on 2-33-5.00 parcel 12.00 for one (1) year July 5, 2012. Motion approved unanimously.

Conditional Use, new application 1-33-16.00 parcel 21.00, 28381 DuPont Blvd, Atlantic Finance is requesting for conditional use of a portable storage which is need to additional storage for current use of property. Jim Parker, President of East Side Developers, Inc property owner has given his consent for storage purposes only. Thoroughgood moved Hastings seconded to approve conditional use for a portage storage building on 1-33-16.00 parcel 21.00, 28381 DuPont Blvd, Highway Commercial district, was granted for one (1) year July 5, 2012. Motion approved unanimously.

Conditional Use, Renewal application 1-33-21.00-010.00-00127 & 1-33-21.00-044.00-00161, 29839 Plantation Drive & 27949 Home Farm Drive, The Homestead, for a sign on a lot that is part of the Homestead development. Its is for two 4 x 8 foot signs, one along Radish Road and one along Hickory Hill Road. Keenan moved Petruzella seconded to approve one (1) July 5, 2012 year for sign on lot of 29839 Plantation Drive, Homestead, Residential Planned Community. Truitt moved Keenan seconded to approve one (1) July 5, 2012 year for sign on lot of 27949 Home Farm Drive, Homestead, Residential Planned Community. Motion approved unanimously.

Budget - Hastings questioned about rental for radio station for leasing top water tower. Lingo stated, we can work on this year and make contacts for additional revenue and would not have to use other funds. We will make some contacts and bring back to Council. Thoroughgood moved Hastings seconded to approve the budget for FY 2012. Motion approve unanimously.

Sewer increase will be from .70 cents to .80 cents per hundred gallons.
Water will remain at .30 cents per hundred gallons. Taxes will remain at .56 per one hundred dollars of assessed value.
Conditional Use Renewal Application fee will increase from $50 for one year to $200 for two years.

7:40 pm Hodges moved Petruzella second to recess till 7:50 pm to enter into executive session. Motion approved unanimously.

Regular Session

Reconvene @ 8:50 p.m., regular session called to order with Mayor Bryan presiding.

Thoroughgood moved Hastings seconded to approve to hire Richard Y. Johnson & Son, Inc., as Construction manager of the Town Hall, Civic Center building improvement project based off of the bid packets presented by Mike Widdleton of Davis, Bowen, and Freidel. Motion approved unanimously. Mike Widdleton of Davis, Bowen, and Freidel along with Mary Schrider-Fox, town solicitor will work on the contract documents.

8:51 p.m. Thoroughgood moved Truitt seconded to adjourn.

Respectfully Submitted,

Greg Hastings
Secretary