

**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
Millsboro Council Chamber
322 Wilson Highway
Millsboro, DE 19966
July 7, 2014**

7:00 P.M. Meeting called to order Mayor H. Robert Bryan presiding. Present were Vice-Mayor John Thoroughgood, Treasurer Michelle Truitt, Councilpersons Tim Hodges, Irene Keenan, 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. Guests - see attached list. One seat vacant in "District 2."

Pledge of Allegiance

Mayor extended his welcome to Dagsboro Boy Scout Troop 382 for attending the council meeting.

Judge Coffelt did the honors of swearing in the new council persons. Joseph Brady "At Large" district, term July 2014 - July 2017.

Judge Coffelt then also did the swearing **in of Michelle Truitt** for "District 3", Term July 2014 - June 2017.

Regular Council Meeting – Town of Millsboro
July 7, 2014

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

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

Secretary - nomination for the Secretary; Thoroughgood moved Hodges second to nominate Brady for Secretary. With no other nominations for Secretary, Thoroughgood moved and Hodges second to close the nominations. Motion approved unanimously, naming Brady as Secretary.

Treasurer - nomination for the Treasurer; Keenan moved Hodges second to nominate Truitt for Treasurer. With no other nominations for Treasurer, Keenan moved and Hodges second to close the nominations. Motion approved unanimously, naming Truitt as Treasurer.

Committees - Mayor confirm that all committees remain the same with the exception of replacing Petruzella with Brady on Millwood Phase 3.

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

Public Comments - none

SECRETARY'S REPORT - Town Manager Lingo presented the minutes from the June 2, 2014 council meeting for Council's approval. Thoroughgood moved and Truitt seconded to approve the minutes from the June 2, 2014 council meeting as written. Motion approved unanimously.

Regular Council Meeting – Town of Millsboro
July 7, 2014

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

Bill Sauer, Finance Director presented budget FY 2015 to the council that have been discussed in the budget meeting. The tax rate as well as the water and sewer rate will remain the same as last year. The only new fee is the FOIA, Freedom of Information Act, application fee. The plan is to charge \$25.00 plus 25cents a copy of needed. Town Manager also advised council that there is \$32,000.00 included in the budget for a new pump for the wastewater treatment plant. That is a new fee that was not discussed previously but we have learned will be necessary for this upcoming year. It has been worked in the budget but wanted council to be aware when they adopt the budget that that number is different. Thoroughgood moved and Hodges second to approve the finalized budget for fiscal year 2015. Motion approved unanimously.

MILLSBORO FIRE COMPANY - Mike Mitchell, President presented for the month of June, and the Fire Company responded to 45 fire and rescue calls and 208 EMS call.

Three of the four legislation bills passed the State House and Senate to support more funding for the State EMS services.

The Great Race was a big success both for the community and the different organizations. With the help of the Garden Club and the Ladies Auxiliary, Fire Company and Fire Company Auxiliary everyone worked great together and the lunch was fabulous. Everyone seemed to have had a great time. Thanks to everyone that was involved.

John Hall, DE State Fire Police - presented a plaque to Thoroughgood, Vice Mayor for the best lunch stop for Great Race Car Show. The honor was voted on by the participants of the Great Race and really is an honor.

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons, Executive Director absent - Lingo presented to remind Membership luncheon will July 17 @ Pizza Palace. August 16th Dirt Road Outlawz will perform at Millsboro Town Center \$ 10 per

Regular Council Meeting – Town of Millsboro
July 7, 2014

ticket. August 19th Golf Tournament. September 20th Millsboro Country Festival.

MILLSBORO POLICE DEPARTMENT - Chief Murphy could not be here this evening. His report is in the packet.

STREET REPORT - Richard Davis, URS presented a street assessment evaluation which ranks the streets 1 to 7; 1 being the worst and 7 being great. The worst streets were at Holly and Cedar which are dead end streets that probably could wait a little longer because of the low traffic volume. The main location that was the worst would be Main and Washington Street with the heavy traffic volume.

PARK AND RECREATION REPORT -

Cathy Gorman is scheduled to perform in Cupola Park on July 20th (rain date July 27th) as a tribute to Mrs. Alice Hudson.

Stage Rentals, Cupola Park - Town Manager reported that the town has received requests for use of the stage. In the past the town has allowed ceremonial events. Example, a wedding may be held for the ceremony but usually without seating and the reception to be held elsewhere. We have had request to place chairs and decoration that normally would be held if the venue was elsewhere. There is also a request to hold a music program at the park, on the stage on a week night. In the past the only music program has been through the "Concerts in the Park" that the town has partly sponsored. After discussion with one of the applicants, council explained that it is a public park and everyone needed to be aware that visitors could not be excluded. If this is a problem for some applicants then it would not be a good location for their event. All seating and special decorations would have to be removed immediately following the event. Hodges noted that the park is intended to be used by the public so maybe we can allow these new events and see how it works. Thoroughgood moved and Hodges seconded to approve to rent the stage \$100 an event maximum 200 guests, schedule event with the town, no alcohol and public has all rights to the park.

WATER AND SEWER REPORT - Near completion.

MAYOR'S REPORT-

Millwood Phase 3, Monika Sloan, Northpoint Engineering that changes have been revised as the committee requested. Approval has been granted from Sussex Conservation and Fire Marshall. The committee recommendation is that the plan is an improvement and a better sale for the development. The committee was pleased with the small changes requested therefore is recommending the council to set a date and time for a public hearing. Hodges moved Truitt second to approve Public Hearing August 4, 2014 @ 7 for Millwood Phase 3 from townhomes to single family homes. Motion approved unanimously.

Annexation application - Bob Stickels, M.L. Joseph Construction is presenting 3 owners that are requesting to be annex to the Town of Millsboro. Parcel 2-33-5.00-110.02 owned by Terry Megee of Georgetown, DE; Parcel 2-33-5.00-109;101;103.02;102;102.01;102.02 owned by Charles Eggleston of Milford, DE; Parcel 2-33-5.00-101.01 owned by Bahar, LLC of Georgetown, DE all parties have requested to obtain town services, utilities and annexed in to the Town under the Highway Commercial Zone. Mayor has appointed a committee to review and meet with applicants; Thoroughgood (chairperson), Hodges and Bryan. Development Director Linda Johnson will schedule the meetings and keep everyone on the correct time line.

White Farm - Matt Schifano presented to the council final draft of the hunting agreement as well as to Tim Rogers, ABC Farms:

- 1) 8 potential hunters
- 2) Hunt property that they lease
- 3) DNREC Rules & Regulations
- 4) Need proof liability -disclosure of firearms
- 5) No more than 5
- 6) Prior 3 days - Chief, Public Works Crew
- 7) Lease map field area- no woods deer stand
- 8) Chief, Public Works, Town Manager, Assistant Manager
- 9) Permanent structure

Keenan moved Truitt second to approve the hunting agreement with ABC Farms. Motion approved unanimously.

Supplemental Taxes, Thoroughgood moved and Truitt seconded to approve the Supplemental Tax Bill to property owners. Motion approved unanimously with Hodges absent.

Regular Council Meeting – Town of Millsboro
July 7, 2014

7:15 p.m. Hodges moved and Keenan seconded adjourn to executive session. Motion approved unanimously with Hastings absent.

Regular Session
Convene @ 8:55 pm

Brady moved and Truitt second to offer \$ 50,000 lump sum payment to Dagsboro in response to the counter off that they made. Motion approved unanimously with one council seat vacant.

8:56 Kennan moved and Brady second to adjourn. Motion approved unanimously.

Respectfully Submitted,


Joseph J. Brady,
Secretary