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
September 6, 2011

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

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS – No comments

SECRETARY'S REPORT – Secretary Hastings presented the minutes from the August 1, 2011 council meeting for Council's approval. Hodges moved Petruzella seconded to approve the minutes from the August 1, 2011 council meeting as written. Motion approved Treasurer Truitt absent.

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

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons Chamber Coordinator, stated Big Thursday events was held August 11, 12, and 13 was successful. The 13th annual Golf Tournament will be September 7, at 8:00 a.m. at Bay wood. Little Miss Millsboro Pageant will be held October 23, at 2:00 p.m. Longaberger Bingo will be held October 13 at 6:00 p.m. Southern Delaware Tourism has a gentleman going around town taking photos of different areas to be placed in the visitors center on I95.

MILLSBORO FIRE COMPANY – Ron O'Neal president reported members of the truck committee will be traveling to Ocala, Florida next week to visit the E-One manufacturing facility for the pre-fabrication inspection of the new aerial apparatus. This will be the first of three visits prior to completion of the apparatus in the March/April time frame of 2012. The new ambulance committee is in the process of putting together the specs for a new ambulance to replace the oldest unit the fleet. Two different style ambulance chassis were at the station last week for viewing by the members as a side-by-side comparison. The fire company has a team of 7 members who will be participating in the 9/11 Stair Climb at Dover Speedway on Sunday, September 11, in tribute to the 10 year anniversary of those events. A number of paid EMT staffs are registered for continuing education credits being offered through classes held during the annual Convention, being held in Dover on September 12- 17. The day long classes are held Monday thru Wednesday during the Convention and allow the participation the CEU's that are required for yearly training standards. The fire company also has a team of Delegates and Alternates who will be participating in meetings, trainings and other functions that are held during the convention, which ends with the parade in Dover on Saturday, September 17th. Hurricane Irene passed our community with relatively little damage. The firehouse was manned overnight during the storm by our own volunteers as well as numbers of DSP Troop 4 and the National Guard. Fortunately the only emergency calls answered over the weekend were a number of wires and trees down that were discovered on Sunday morning after the bulk of the storm has passed.

MILLSBORO POLICE DEPARTMENT – Chief Murphy reported on August 9th Pfc. Forester attended officer involved shooting training as DPTA. Homeland Security no issues to report. The 10 year anniversary of the 9/11 attacks is this month. CALEA update no issues to report. The Mid Atlantic region experienced a 5.8 earthquake on Tuesday, August 23, there were no local reports of injuries or damage. During the weekend on August 27th Hurricane Irene passed within 50 miles of the Delaware coast on its way to New York and New England. The area experienced large amounts of rain and moderate sustained winds. Millsboro experienced no significant flooding, storm related damage was minimal. There were traffic issues, but considering the scope of the evacuation the issues were hardly significant. Thoroughgood moved Hodges seconded to approve for Corporal Wheatley to attend Combined Tactical Systems Training Class being held October 11 – 14. Motion approved Treasurer Truitt absent. Hodges moved Petruzella second to approve Patrolman Rogers a promotion to Patrolman First Class. Motion approved Treasurer Truitt absent. Petruzella moved Hodges second to approve Corporal Wheatley a promotion to Sergeant. Motion approved Treasurer Truitt absent.

STREET REPORT – NO REPORT

WATER AND SEWER REPORT – Wastewater- Bearing final payment for contract D, they have met their requirements for the wastewater plant and have submitted the paperwork required showing there are not subcontractor or supplier liens on this work. The Town has also have received the recommendation from CABE Associates to pay. Hodges moved Thoroughgood second to approve final payment for wastewater plant contract D to Bearing Construction. Motion approved Treasurer Truitt absent.

PARKS AND RECREATION REPORT – NO REPORT

MAYOR'S REPORT-

Committee report – Street Safety Regulation Committee met and recommends to move forward with the addition of a town ordinance regulating the appendages, obstructions, or apparatuses that are placed on town streets or the town right-a-way of the streets. Mary Schrider-Fox referenced two ordinances that address the activities within the street as well as obstructions and asked council's preference. It was agreed that the activity should be included. She will do a rough draft and will bring back to council to review at next council meeting October.

Conditional Use renewal, 302 Main Street, Sussex County Map No. 1-33-17.13-088.00 Patel, residence with a business. The Town has not received any complaints concerning the use. Thoroughgood moved Hodges second to grant two years (09/06/2013) renewal on a conditional use at 302 Main Street, Sussex County Map No. 1-33-17.13-088.00. Motion approved Treasurer Truitt absent.

Monroe Square, Monroe Street and Northern Avenue, Sussex County Map No. 1-33-17.13-015.00 are requesting an extension of their final site plan approval. Mr. Joe Moore asked Council for two years extension on final site plan. Petruzella moved Hodges second to grant two years (09/06/2013) extension at Monroe Street and Northern Avenue, Sussex County Map No. 1-33-17.13-015.00. Motion approved Treasurer Truitt absent.

Resolution adopting an all hazard mitigation plan for the Town of Millsboro. Millsboro had never officially adopted the Sussex County Plan. Hastings moved Thoroughgood second to approve to adopt an all hazard mitigation plan. Motion approved Treasurer Truitt absent.

Conditional Use Renewal, development/sales signage from the communities of Villages of Millwood, Sussex County Map No. 2-33-5.00-086.00. The Town has not received any complaints concerning the one sign. Thoroughgood moved Keenan second to grant two years (09/06/2013) renewal of a conditional use development/sales signage from the communities of Villages of Millwood, Sussex County Map No. 2-33-5.00-086.00. Motion approved Treasurer Truitt absent.

Conditional Use Renewal, Plantation Lakes, Sussex County Map No. 1-33-16.00 – 953.00, Phase 1 streets for construction office unit. Thoroughgood moved Petruzella second to grant two years (09/07/2013) renewal of a conditional use for Plantation Lakes, Sussex County Map No. 1-33-16.00-953.00, Phase 1 streets for construction office unit. Motion approved, Treasurer Truitt absent.

7:45 pm Keenan moved Petruzella second to recess until 7:55 pm to enter into executive session. Motion approved, Treasurer Truitt absent.

REGULAR SESSION:

Called to order 8:35 pm with Mayor Bryan presiding.

Keenan moved, Thoroughgood second to approve the request of Plantation Lakes and the annexation fee as discussed in executive, approved unanimously with Treasurer Truitt absent.

Keenan motion, Hastings second to adjourn the meeting, 8:35 pm, approved unanimously with Treasurer Truitt absent.

Respectfully submitted,

Greg Hastings,
Secretary