

**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

**Millsboro Town Council
Regular Council Meeting
Millsboro Council Chamber
322 Wilson Highway
Millsboro, Delaware
April 1, 2013**

7:00 P.M. Meeting called to order by Mayor Robert Bryan in the Council Chambers located at 322 Wilson Highway Millsboro, DE. Present were Councilpersons Tim Hodges, Jim Petruzella, Irene Keenan, Assistant Town Manager Matt Schifano, Town Solicitor Mary Schrider-Fox, Development Coordinator Linda Johnson, and Tammy Phillips. Vice-Mayor Thoroughgood, Secretary Hastings, Treasurer Truitt and Town Manager Lingo absent. Guests - see attached list.

Pledge of Allegiance

Public Comments - none

SECRETARY'S REPORT - none

TREASURER'S REPORT - Mayor Bryan presented the bills and bank balances to Council for approval. Keenan moved and Petruzella seconded to pay the bills from the designated accounts as presented. Motion approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt.

Loan Closings - Assistant Town Manager Matt Schifano presented USDA loan for the White Farm was settled and the interest rate for the loans are at 1.85% for 40 years

MILLSBORO FIRE COMPANY - President Mr. Ron O'Neal presenting.

Fire and EMS calls for the 1st quarter of the year shows Fire calls stood at 98; EMS calls has increased 5% over the same time period for 2012.

EMS crew member on the Monday thru Friday, 7am to 3pm shift, giving us to full crews to handle both primary and secondary EMS calls. This is beneficial to the community in that the secondary response is coming from our station versus having to wait for the process of notifying an ambulance from a neighboring fire company.

The tanker is currently out of service for approximately 5 weeks while the trailer is being refurbished. The undercarriage is being stripped, repaired and repainted and being fitted with new wiring and plumbing.

DVFA has created a website which focuses on volunteerism and becoming a member of a Delaware fire company. It contains a great deal of information for anyone who is thinking of becoming a firefighter or for anyone who wants to volunteer in any capacity. Please visit www.firefighter.delaware.gov.

GREATER MILLSBORO CHAMBER OF COMMERCE - Director Amy Simmons presenting.

Easter Egg Hunt was held March 30, 2013, which was a huge success with over 240 kids, parents and family members.

Millbilly Festival will be September 21, 2013; Cooter Garage Band for entertainment, ugly truck contest, bed races, and General Lee will be displayed in Cupola Park.

GMCC new website will be online June 1, 2103.

Membership Meeting - The membership meeting will be held on April 18, 2013 at Georgia House with guest speaker John Mahon from Chimes Metro, LLC.

MILLSBORO POLICE DEPT - none

PARKS AND RECREATION - none

STREET REPORT -none

WATER AND SEWER REPORT - Assistant Town Manager Matt Schifano presented that Contract F, G and H are moving forward as scheduled and there are no major issues to discuss.

MAYOR'S REPORT

Lawn Mowing Hours - Mayor Bryan presenting to amend the construction hour's ordinance to also restrict lawn mowing hours by commercial contractors. Mayor Bryan appointed a committee with Chairperson Hodges, Thoroughgood and Petruzella.

McDonald's Restaurant, McDonald's is in the process of purchasing the small parcel that is adjoining to their existing property in the Peninsula Crossing Shopping Center. The purpose is to be able to improve on the traffic pattern and parking and this approval now requires council action. Hodges moved and Keenan seconded to approve to combine 2-33-05.00-014.00A and 2-33-05.00-014.00B. Motion approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt absent.

Quarterly Assessment - this is the fourth supplemental assessment for FY13. Notices and statements will be sent to property owners. Hodges moved and Petruzella second to approve to send final quarter tax notices and statements to property owners. Motion approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt absent.

Annual Assessment - the changes to the assessment list are ready for acceptance by council. The notices were posted and available for viewing stating the assessment list for FY14. Hodges moved and Petruzella seconded to approve annual assessment list. Motion approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt absent. Hodges moved and Petruzella seconded to approve the Public Hearing for appeals to be held at the regular council meeting in May 6, 2013. Motion approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt absent.

Board of Elections Mayor Bryan has appointed Sandi Brigandi, Helen Jackson and Peg Buzzelli to be the Board of Elections for the Elections on June 8, 2013.

Election Slate will be posted April 24, 2013 for council seats. District 1, Hodges and District 2, Thoroughgood; the seats will be for three term. The slate will be taken down on May 14' 2013.

Rental Committee Mayor appointed rental committee to review any rental agreements that the town may have for properties belonging to the town. Right now there is only one committee for the building that the art league occupies. The Town also owns a second building that's the Hair Depot and it does not have a committee. Rental committee chairperson Hodges, Thoroughgood and Keenan was appointed.

Building improvements Assistant Town Manager Matt Schifano presented that Phase 2 will be done by end of April 2013, change order light for clock tower, rewiring kitchen lighting and larger window sills needed in Phase 2. Petruzella moved and Keenan seconded to approve change order for Phase 2. Motion approved with Vice-Mayor Thoroughgood, Secretary Hasting and Treasurer Truitt absent.

Keenan moved and Hodges seconded to recess the Regular Council meeting and to enter into an Executive Session. Motion approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt absent at 7:15 pm.

Regular Session
Reconvene @ 7:29 pm

There was no discussion or action taken.

Keenan moved, Hodges second to adjourn the meeting, approved with Vice-Mayor Thoroughgood, Secretary Hastings and Treasurer Truitt.

Respectfully Submitted,


Greg Hastings
Secretary