

**Minutes
Millsboro Town Council
Regular Council Meeting
Millsboro Council Chamber
322 Wilson Highway
Millsboro, Delaware
July 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 Vice-Mayor John Thoroughgood, Treasurer Michelle Truitt, Councilpersons Tim Hodges, Jim Petruzella, 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 with Secretary Greg Hastings absent. Guests - see attached list.

Pledge of Allegiance

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, with Hastings absent.

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

Secretary - nomination for the Secretary; Truitt moved Keenan second to nominate Hastings for Secretary. With no other nominations for Secretary, Truitt moved and Keenan second to close the nominations. Motion approved unanimously, Hastings as Secretary, with Hastings absent.

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

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

PRESENTATION OF AWARD

Richard Buckler was hired 1983 and has been with the town 30 years. In appreciation for his dedication to the town, Mayor Bryan presented to him a small gift.

Public Comments - none

SECRETARY'S REPORT - Town Manager Lingo presented the minutes from the June 3, 2013 council meeting for Council's approval. Hodges moved and Truitt seconded to approve the minutes from the June 3, 2013 council meeting as written. Motion approved unanimously with Hastings absent.

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

Lingo presented the finalized FY14 budget; water rate will remain at .30 cents per one hundred gallons. The sewer rate is increasing by .05 cents to .90 cents one hundred gallons. The tax rate will remain at .56 cents per one hundred assessed values. There is funding available for street paving and improvements this year which we have not seen in a few years. Thoroughgood moved and Petruzella second to approve the finalized budget for fiscal year 2014. Motion approved unanimously with Hastings absent.

MILLSBORO FIRE COMPANY - The emergency response numbers for the 1st half of 2013 have been tallied: Fire calls for June were 37 bringing the total for 2013 to 188. Ems responded to 184 calls in June to bring that total to 1078. Their website is down for upgrades/repairs so they weren't able to have corresponding 2012 numbers for comparison.

Fire company members have been busy over the past month participating with training activities. Rescue Boat training allowed members the chance to refresh their boat handling skills on the river. Multiple sessions of pump operator/dry hydrant training enabled members to re-view engine pumping procedures and dry hydrant drafting. This process also cleans and tests the dry hydrants at ponds and streams available throughout the district.

Millsboro volunteers participated in the annual Kids Safety Day held at Lowe's in Lewes on Saturday, June 22. Approximately 185 children toured the Safety House and received fire prevention literature during the event.

On Sunday, June 9, members of the organization attended the ceremony for fallen firefighter Justin Townsend of the Dagsboro Fire Company, as his name was added to the Firefighter's Memorial in Dover. Senator Chris Coons and Delaware Department of Homeland Security Secretary Lewis Schiliro presented comments at the ceremony

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons, Executive Director stated that July 4th Parade line up is at 9:30 am at St Mark's Episcopal Church, State and Morris Street to Cupola Park. Murder Mystery dinner will be held August 8 at the Millsboro Town Center. Tickets are \$50 per person and can be obtained by contacting Greater Millsboro Chamber of Commerce. The "Hill Billy Festival" name has been changed to "Millsboro Country Festival". The name of the truck parade event is called "Rust Bucket" parade and the bed race will be called "Ridd'N Bed Race" which is support by Mattress Peddler. The name "Millsboro Country Festival" has been trademarked.

MILLSBORO POLICE DEPARTMENT - None

PARK AND RECREATION REPORT - None

STREET REPORT - None

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WATER AND SEWER REPORT -

Change Order # 2, Contract H Kerr from Cabe Associates stated that contract H is 50% complete in 43% of the allotted contract time and is looking to be completed by October. All seven RIBS have been excavated with 2" to grade.

Change Order # 2 and Change Order # 3 Contract G Kerr from Cabe Associates stated that contract G is 65% complete in 80% of the allotted contract time. The change orders have been tabled. Paving has been done on Cynthia Marie Drive. There is an issue with an easement on Cynthia Marie Drive. Schrider-Fox, Lingo and Kerr are working on a solution, they are not sure if it's an issue for the town. The storage tank still has missing information that is needed. Daisy Construction isn't going to finish the contract on time, mainly due to the delay with the storage tank.

MAYOR'S REPORT- Conditional use renewal- Delaware Hospice 315 Old Landing Rd; Sussex County Tax Map 1-33-17.00 parcels 80.00; property owner Old Town Hall Associates zoned COMM. Delaware Hospice requested to keep the storage shed on the property. Hodges moved and Petruzella second to approve the conditional use renewal application to keep the storage shed located at 315 Old Landing Rd; Sussex County Tax Map 1-33-17.00 parcel 80.00 for two (2) years expiring June 2015. Motion approved unanimously with Hastings absent.

Rental Committee - original committee has been Hodges chairperson, Thoroughgood and Keenan. Keenan had requested to be removed from the committee so a replacement needs to be made. Mayor appointed Hodges chairperson, Thoroughgood and Hastings.

Building Improvements - None

Mediacom - Hodges moved and Truitt second to approve the renewal of the existing agreement for fifteen years and the 5% on all allowable gross revenues. Motion approved by a vote 5 yes - 1 abstention - 1 absent. Motion approved with Petruzella abstaining and Hastings absent.

Millwood Expansion - Millwood Acquisitions, LLC. - Millwood Sussex County Tax Map 2-33-5.00 parcels 012.00 preliminary plan expansions. Thoroughgood moved and Petruzella second to approve the renewal of Millwood's preliminary plan expansion located at Sussex County Tax Map 2-33-5.00-012.00 for one (1) year expiring June 2014. Motion approved unanimously with Hastings absent.

7:25 p.m. Thoroughgood moved and Keenan seconded adjourn. Motion approved unanimously with Hastings absent.

Respectfully Submitted,


Greg Hastings
Secretary