

MINUTES

**Millsboro Town Council
Regular Council Meeting
Millsboro Council Chamber
322 Wilson Highway
Millsboro, Delaware
May 5, 2014**

7:00 P.M. Meeting called to order with Mayor Robert H. Bryan presiding in council chambers 322 Wilson Highway Millsboro, DE. Present were Vice-Mayor John Thoroughgood, Secretary Greg Hastings, Treasurer Michelle Truitt Councilpersons Tim Hodges, Jim Petruzella, Town Manager Faye Lingo, Assistant Town Manager Matt Schifano, Town Solicitor Mary Schrider-Fox, and Town Clerk Tammy Phillips with councilperson Irene Keenan absent. Guests - see attached list.

Pledge of Allegiance

Public Comments -Mayor Bryan recognized that two had signed up for public comment but he is going to hold their comments until we come to that item on the agenda.

Secretary Greg Hastings asked to have the floor to make an announcement. He stated that he would not be signing up for reelection; he currently represents District 2. He has enjoyed being on the council and working for the town. It has been an honor to serve with the council members, working with administration office and for District 2. He feels, however, that now he needs to place his focus in a different direction.

SECRETARY'S REPORT - Secretary Greg Hastings presented the minutes from the April 7, 2014 council meeting for Council's approval. Thoroughgood motioned and Petruzella second to approve the minutes from April 7, 2014 council meeting as written. Motion approved unanimously with Keenan absent.

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

MILLSBORO FIRE COMPANY - President Mike Mitchell addressed council. Lynn Bullock, a prior Mayor for Millsboro was inducted into the Delmarva Fireman's Association Hall of Fame. Reverend Robert Hudson was elected and installed as the President of the Delmarva Firemen's Association at their annual Convention in Pocomoke, Maryland. Major legislation has been introduced in the House and Senate to help support the EMS service in all of the communities of Delaware.

The department responded to 34 fire and rescue calls and 191 EMS calls for the month of April.

On April 30, May 1 and 2, 2015, the Millsboro Fire Company will be hosting the Delmarva Firemen's and Auxiliary Convention.

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons, Executive Director presented; the Easter Egg Hunt at Cupola was a great success with approximately 275 kids. Chamber of Commerce has placed an ad in the Sussex County Post thanking all the businesses that donated prizes for the event and the Millsboro Ladies Auxiliary for donating over 200 Easter Eggs.

The Chamber Membership Meeting will be held Thursday May 15, noon at Millsboro Pizza King. The guest speaker will be Mayor Bryan speaking about The Great Race coming to Millsboro this June.

The Chamber Adult Spelling Bee will be held on Thursday June 12 from 7-9pm. Teams of four are given words and they respond as a group. Wine and desserts will be served. This has turned into a lot of fun so the chamber decided to do it again.

Tickets are still available for The Dirt Road Outlawz concert that will take place on Saturday August 16 from 7pm-11pm at Millsboro Town Center. Ticket sales are limited to 200.

The 16th Annual Golf Classic will be held at Bay Wood Greens on August 19. A portion of the proceeds will go to The Wounded Warrior Project. For more information, contact the Chamber office.

The Millsboro Country Festival is scheduled for Saturday, September 20 and the Tennessee Mafia Jug Band is scheduled as the

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headlining act. Fast Action Motor Sports will be here with their racecar simulator, a tire change simulator and a racetrack with RC cars that people will race. Trophies will be awarded in each of these categories. The Dirt Road Outlawz and Bo Dickerson will also be performing and Mountaire will be here again with the "Chicken Pickin" contest. There is a full day of activities planned.

MILLSBORO POLICE DEPARTMENT - Chief Murphy absent. His report is in the packet.

PUBLIC HEARING - Tax Appeals - the notices have been mailed and public hearing advertised. Any calls made prior to the meeting have been given to the assessor to be resolved. Mayor Bryan asked if anyone was here tonight that wished to appeal his or her assessment. With no one, coming forward Petruzella motioned and Hastings seconded to approve the tax assessment list as presented. Motion approved unanimously with Keenan absent.

RECREATION - Last year council approved for town to find sponsors and schedule some concerts in Cupola Park. We ended up with four concerts, one in June, one in July and two in August all held early Sunday evening. So far this year we have two sponsors that are interested in sponsoring the Dirt Road Outlawz and Cathy Gorman. Thoroughgood moved and Petruzella seconded to continue with the concerts in Cupola Park. Motion approved unanimously with Keenan absent.

WATER AND SEWER REPORT -

Bob Kerr from CAFE Associates advised to council that contract E has been closed. The tank schedule in Contract H looks like it could be mid-June. It will take approximately 2 weeks to fill and test the tank. Daisy should be finished the end of July and then Bramble will finish up. Daisy may ask for a changed order due to a time extension because of weather and we will review at this time.

Tonight Bob is here to discuss a possible change order due to a SCADA system upgrade. The wastewater treatment plant uses Wonderware software and it has 3000 tags, which is not enough to do the job tying White Farm and the pump stations into the system. To upgrade it would require going to 60,000 tags and this would cost approximately \$6,600.00. This seems overkill since we do not anticipate using that many tags. Option 2 is converting to InduSoft, which has 16,000 tags. One of the advantages changing to InduSoft is that this is the type system used at the water

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treatment plant. Public Works would only have to learn one system. Option 3 is do nothing. InduSoft is specified for the White Farm and public works, would just have to close one program go to another and check then close it and go back and forth. It would be easier for everyone to have one system to learn for all three locations.

The options are:

1. - Upgrade existing Wonderware software package to 60,000 tags, (current system has 3,000 tags) Annual fee (optional)
2. - Update all plants to Indusoft Software, which includes software, new computer, hardware key, labor for conversion (16,000 tags) annual fee, Three additional web clients (optional)
3. - Do not modify SCADA at this time.

Hodges asked, the wastewater treatment plant is running on 3,000 tags, so with bringing other items equipment online this is not enough. Bob stated, Yes with 2/3 of the school being done we realized the system was just about out of tags. Hodges asked, with the school coming on and White Farm; how many tags are we looking at needing? Bob advised he does not have the exact numbers yet but roughly 12,000; which leave 10,000 - 11,000 for pumping station and other equipment. Hodges asked, would that be plenty with everything online? Bob stated, yes and Indusoft does have smaller increments that can be added if needed in the future. Schifano asked if it could handle another water treatment plant at Plantation Lakes if it kept on growing and 16,000 tags would be enough. Bob stated the 16,000 tags would be on wastewater treatment plant SCADA, wastewater and water are separate running two different computers at the same time. Water would need additional tags. Petruzella asked if the extra tags could be transferred over from wastewater treatment plant to water plant. Bob does not believe that could happen. Faye advised that Kenny likes the idea of one system for all and not having to go in and out of programs no matter how similar they are. Hodges asked if public works is satisfied with Indusoft software and Faye advised that they are. Petruzella asked if they would be able to check online at home and Bob explained that they are. Schifano asked if the Indusoft software allows the operators to log in and check; does it allow them to response to alarms SCADA were they have to come in. Bob stated yes they would be able to check alarms and look at various screens. They can start and stop pumps and motors and change set point. Schifano asked if they could cancel alarms. Bob commented yes, they could acknowledge it. Hastings moved Thoroughgood seconded to approve to convert to Indusoft software. Motion approved unanimously

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with Keenan absent. When the final numbers are received, it will come back to council for a change order.

Sewer adjustments due to a water leak were done at 11 Mill Landing East and 19154 Jackstone Way, no council action.

STREETS - Speed Limit, Millsboro Highway (Route 24 west of DuPont Blvd.) near Plantation Lakes entrance.

Pat Dangelantonio resident of Plantation Lakes signed in for public comment; stated his main concern is for the safety of children. Residents have done all that they can through communication with DELDOT to get the speed limit reduced from 50 to 35 and is asking for council's help to get the speed limit reduced.

Neil Dickerson, Plantation Lakes resident signed in for public comment; stated DELDOT evaluated the situation back in July 2013 and made a decision not to reduce the speed limit from 50 to 35. WE are Plantation Lakes residents and if we are paying town taxes; they would like council to help get the speed reduced. He has checked all other streets located in Millsboro and none is posted at 50.

John Atkins, State Representative (resident of Millsboro) stated that Senator Hocker and he have been working with DELDOT over the past 2 years on trying to get the speed limit reduced. DELDOT stated that the development already has an acceleration lane and that there has not been an incident that would merit the speed limit to be reduced. Atkins asked Schrider-Fox, "Does the Town have the authority to lower it? Schrider-Fox stated that this is a DELDOT owned and maintained road way and the town does not have authority to change the speed limit. The town only has jurisdiction on streets that they own and maintain and this is a state road. Mayor stated that the town cannot control speed limit because it's a state maintained road. One thing that can be done is to ask the police to have more of a presence the hours the school buses may be in that area. This encourages drivers to drive more cautiously and aware of their surroundings. Petruzella asked, if the town could draft up a letter to DELDOT about their concerns? Agreed

MAYOR'S REPORT-

White Farm deer control - There was a meeting held with the lease holder, Tim Hodges, Matt and Chief Murphy; list of recommendations has been agreed upon and an agreement is being written and will be presented to council for approval next month.

Conditional Use Renewal - 107 Main Street - "Cruz-N" Washington Street, Sussex County Tax Map 1-33-17.13 parcel 143.1; Millsboro Postal Service and the Dairy Queen allowing for the Tuesday night "Cruz-N". We have received request from GKHP Enterprises, LLC (Dairy Queen) for the use of the Post Office property next to the Dairy Queen, 100 Main St., to continue the weekly "Cruz-N" for classic cars. Thoroughgood motioned and Petruzella seconded to grant the GKHP Enterprises, LLC (Dairy Queen) a two year conditional use renewal June 2016 for the premises at the intersection of Main and Washington Streets, Millsboro, Sussex County Tax Map 1-33-17.13 parcel 143.1, owned by the United States Postal Service, for the "Cruz-N" activity, as a commercial use in the UB-Urban Business District. Motion approved unanimously with Keenan absent.

Conditional Use Renewal - Plantation Lakes temporary field offices and golf staff on the existing single-family residential lots 323 & 324; 1-33-16.00 parcels 504.00 & 505.00 Belmont Blvd Phase I for the next two years. Petruzella abstained. Thoroughgood motioned and Hodges second to grant two years (May 2014-2016) renewal on a conditional use at Plantation Lakes, temporary field office and golf staff on the existing single family residential lots 323 & 324; 1-33-16.00-504.00 & 505.00 Belmont Blvd Phase I. Roll called Thoroughgood aye, Hastings aye, Petruzella nay, Hodges aye, Truitt aye, Mayor Bryana aye. Motion approved unanimously with Keenan absent.

Conditional Use Renewal - 317 Main Street - Hometown Properties is requesting a two-year conditional use renewal for an apartment over a business in an Urban Business Zoning District. The use is an apartment on the second floor of an existing commercial building to be used for residential living quarters as an accessory use and a shed at 317 Main Street, 1-33-17.09-26.01, Urban Business Zoning District. Thoroughgood motioned and Hodges seconded to approve the two-year renewal to end May 2016 of a conditional use for the premises at 317 Main Street, Town of Millsboro, Sussex County tax map number 1-33-17.09-26.01. Motion approved unanimously with Keenan absent.

Board of Elections Mayor Bryan has appointed Sandi Brigandi, Helen Jackson and Peg Buzzelli to serve on the Board of Elections for the Election scheduled for Saturday, June 14, 2014 1pm - 7pm in council chambers. The election slate posted April 30 and comes down May 20.

Special Event Application - Hodges motioned and Hastings seconded to approve American Cancer Society to hold a "relay for life" to take place at the Millsboro Middle School on Saturday, May 17. This will be 6:00 pm until 6:00 am May 18. Motion approved unanimously with Keenan absent.

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Truitt motioned and Hastings second to adjourn @ 7:45 pm. Motion approved unanimously with Keenan absent.

Respectfully submitted,

Greg Hastings,
Secretary