

**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  
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TOWN OFFICE  
PARKS/RECREATION  
STREETS  
WATER/SEWER

POLICE DEPT. 934-8174

**MINUTES  
MILLSBORO TOWN COUNCIL  
APRIL 6, 2015**

7:00 pm meeting called to order with Mayor Robert H. Bryan presiding. Present were Vice Mayor John Thoroughgood, Secretary Joseph J. Brady, Treasurer Michelle Truitt, Council persons Irene Keenan, Ron O'Neal and Tim Hodges, Town Solicitor Mary Schrider-Fox, Assistant Town Manager Matt Schifano, Town Manager Faye L. Lingo.

**Mayor Bryan** led the pledge of allegiance.

**Secretary's Report** – Secretary Brady motioned, Thoroughgood second to accept the minutes as written, approved unanimously.

**Treasurer's Report** – Treasurer Michelle Truitt presented the bills for payment. Hodges motioned O'Neal second to approve from the designated accounts, approved unanimously.

**Senator Hocker** – Mayor Bryan introduced the Senator. Senator Hocker then addressed the council and guests explaining that this is not a Deldot meeting, workshop or public hearing. He and other legislators had a meeting with Deldot and he wanted to share with the town council what they discussed. He had not even planned to bring Deldot with him tonight but he thought they must have felt sorry for him and came as well. Senator Hocker explained how the prior Senator, George H. Bunting had proposed a north south study and he proposed an east west study in hopes of being able to address the traffic issues and there are definite issues in Millsboro. This plan that he believes is a good plan includes the east bypass that goes from 113 to Route 24, northeast of town and an on alignment. It means putting extra lanes in the median strip through Millsboro but it will not be a limited access. He believes this will fix the traffic problem and satisfy some of the concerns. He then introduced the Deldot representatives who displayed the maps and explained the route called the yellow alternative. There is a clover at route 20 at the north end of town and that goes across Millsboro Pond to Mountaire. The on alignment goes through town traveling north and south. Deldot advised that they had update traffic counts last year but still have to contact all agencies as well as the environmental study to be completed. The state will be scheduling workshops and public

meeting in the future. Representative Rich Collins then introduced himself and let everyone know that he is available to discuss or answer any questions if needed. Mayor Bryan then read a letter from George H. Bunting that explains his past interest and the efforts everyone has put into this project. 7:20 Deldot packed up to leave the meeting and many of the guests that had been misinformed about the meeting left at the same time. The radio and television had reported the meeting as a Deldot meeting to discuss the bypass around Millsboro instead of a Millsboro Town Council meeting that Senator Hocker was going to share the Deldot plan.

**Millsboro Fire Company** – After the room became quite Ray Burton gave the report for the Fire Company. April 16<sup>th</sup> representatives attend the Washington Congressional caucus. Joint Finance Committee is working on funding for the companies and there are three bills that affect the fire companies. They will be working booth at the rodeo to be at the Delaware State Fair. The company had received their new fire boat and it should be in service next month. The Delaware Fire Association is scheduled to be in Millsboro the end of the month and they are requesting to hold a parade. The original plan was to have it begin at the Town Center but they have learned that there is a rental that same time so they will have to find a new start point. Brady motion, Thoroughgood second to approve the parade request with a new begin location. Mayor Bryan suggested they try the Millsboro Middle School. Motion approved. Mr. Burton then thanked the police for their assistance for Jim Keenan’s funeral service assistance. The family appreciated their help.

**Greater Millsboro Chamber of Commerce** – Last Thursday was their first networking meeting. It was scheduled 8 – 9 am and took place at Town Center; they had approximately 22 people attend. They will continue to schedule them the first Thursday of each month. Everyone liked it because it was easier to network with other guests and not as formal as the lunches. The Easter Egg Hunt went well on Saturday with 5000 eggs and approximately 256 kids. Mitch Rogers, Remedy Electric, Sky Brady and other donors helped make it a success. We may have to rethink the field used for the 2 – 4 year olds as it was crowded. The Business Expo is receiving a lot of interest from vendors. They have 46 signed up so far and Blue Water Grill is catering the lunch. Comcast is helping sponsor so the cost is \$5.00 per person. The Golf Classic is scheduled June 16<sup>th</sup> and the Boro Bash is September 19<sup>th</sup>. They have met with a representative from the Millsboro Little League to make sure there are not any mistakes with the fields. The next chamber board meeting is on Thursday and they were wondering if council had any thoughts on whether the Christmas Parade should continue the evening parade or go back to the daytime parade. They switched to nights because they were getting the request for night but now they get requests for daytime and complaints about lighting at the line up area and along Mitchells Street. Council comments were in favor of a night event.

**Millsboro Police Department**, Mayor Bryan commended the police on the good job they did during the storm in March. The Public Works Department also did a good job; keeping the streets clear and safe, good job. Chief Murphy explained that he is doing the council report a

little differently. Council has some of the pages in their packets and if there is any other information they would like to see just let him know. Training this month, Ptl. DuFour received his Child Safety Seat Certification in Dover and Sgt. Wheatley and Sgt. Legates attended Child Abuse Conference in Dover. No issues with Homeland Security and a reminder that CALEA will be in town next week and will meet with residents to hear comments at Town Center beginning at six pm on April 14<sup>th</sup>. The Grant Report Violent Crime is closed along with the original Sussex County Block. The second award by Sussex County Block of \$10,000 has been approved by council and waiting for county approval, SALLE and EIDE are still open with small balances and anticipate them being closed soon. Chief read the patrol activity report and office of highway safety programs that were held in March.

**Street Report,** Town Manager reported that the Wilson Highway storm water repairs prebid meeting was held on April 2<sup>nd</sup> and the bid opening is scheduled for April 16<sup>th</sup>. The results will be represented to council for the May agenda to be awarded.

**Recreation Report.** None.

**Water and Sewer Report,** Due to the freezing weather there have been several properties with pipes bursting creating water leaks. The list of fifteen is on page 17 of your packets.

**Mayor's Report:**

Plantation Lakes, terms and conditions. The committee has met and updated the current terms and conditions with Mary Schrider- Fox's over sight. Mary reported that this clarifies the existing terms and can be recorded on any documents that are chosen. Understanding that when the new plans come in for across the pond all of these will be changing.

Plantation Lakes, Amended plots and construction plans for H. Ken Usab from MRA presented the plans as discussed and reviews by committee. Question was asked about irrigation, is the well water used or the pond water? Ken and Marty advised that they use the water from the storm water ponds and when needed fill the ponds with the well water. The wells would not be able to keep up otherwise. This also takes advantage of the rain water. Tim Hodges committee chair reported that they had met with town consulting engineers CUBE and URS and Plantation Lakes has met the requirements and aware that there are certain items they want to play close attention to when the new plans are submitted later this summer. Truitt motioned, Keenan second approve the terms and conditions as written, approved unanimously. Truitt motioned, Keenan second to approve the plot plans as submitted, approved unanimously. Truitt motioned Keenan second to approve the construction plans as submitted, approved unanimously.

Produce Market, land lease; John Atkins has leased the land along the railroad tracks for a produce stand for two years now and has applied for a third year. Mr. Atkins addressed council requesting to be able to divide the amount of the lease into monthly payments. The old lease agreement allowed him to pay by the week for the shoulder season. Allowing him to quit when fresh product was not available. Example last year he was not able to get pumpkins so quit early fall. This year if they are available he may stay open longer. This year he is anticipating being able to get tomatoes and strawberries early so hopes to open sooner than normal. Brady motioned and Thoroughgood second to allow the lease amount to be paid monthly. Question on the amount to be paid. Mayor Bryan confirmed to use the same amounts as before just pay monthly instead of up front. Brady agreed the motion is just to divide monthly not change amount. Ayes called for and approved unanimously.

Annual Assessment, town manager advised that Property Tax Assessments has provided the town with the changes with the assessment for this year's taxes. If agreeable with council then a motion is needed to accept the list as presented and the charter requires the public hearing to take place at the regular council meeting in May which is May 4<sup>th</sup>. Thoroughgood motioned and O'Neal second to accept the assessment changes, approved unanimously. Town Manager added that this is not to be confused with the new reassessments that are contracted to be done by Property Tax Associates as they will be presented prior to April of 2016.

Supplemental Tax Assessments for the final quarter are also ready for council approval. These are for properties that have had changes and approvals for this last quarter. These properties will receive a statement for three months and then the full amount will show up on their annual bill. This also needs council approval. Thoroughgood motion, Keenan second to accept and approve the supplemental tax assessment listing, approved unanimously.

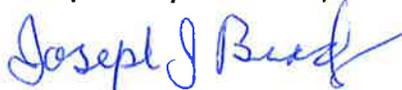
Board of Elections, The municipal election is upcoming and the board needs to be appointed. We have checked with the members who served on the board last year and they are agreeable to serve again this year. Mayor Bryan appoints Sandee Brigandi, Peg Buzzelli and Helen Jackson. Brady motioned Hodges second to confirm the board of election appointees, approved unanimously.

Seashore Strider, Charity Road Race, 5K; town manager reported that this event began with the Big Thursday Celebration. They came into town on Saturday morning and were finished by the time the Saturday festivities began. Then when Big Thursday no longer took place the 5K continued. This has been for two years and does involve a cost to the town. Due to having to have extra police officers on duty for traffic control. We were able to make contact and they have submitted their application. Mayor Bryan asked Chief Murphy if there have been any issues with the event and he advised not. Hodges motion, O'Neal second to approve the 5K run as applied with the route detailed in the request, approved unanimously.

New hire, accounts receivable, town manager reported that the applications had been reviewed and the personnel committee has conducted the interviews. It was decided to offer the position vacated by Mary Ann Fulton to Matthew Hall and he has accepted and will begin work on April 15<sup>th</sup>. Confirmation of the new hire is needed by council. Thoroughgood motioned, Brady second to approve the hiring of Matthew Hall, approved unanimously.

8:15 pm Hodges motion, Truitt second to take a ten minute break and then enter into executive session at 8:25 pm, approved unanimously.

Respectfully submitted,



Joseph J. Brady,  
Secretary

#### **REGULAR SESSION**

9:05 Mayor Bryan called the meeting to order.

Mayor Bryan appointed a committee to handle negotiations with the Teamsters 326 representing the Millsboro Police Department; Mayor Bryan, Michelle Truitt and John Thoroughgood, Advisors Chief Murphy, Town Manager and a Labor Attorney.

9:06 pm Keenan motion, Brady second to adjourn, approved unanimously.

Respectfully submitted,



Joseph J. Brady,  
Secretary