

**MAYOR and COUNCIL
TOWN OF MILLSBORO
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Millsboro, Delaware 19966 - 1216**



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TOWN OFFICE
PARKS/RECREATION
STREETS
WATER/SEWER

POLICE DEPT. 934-8174

OFFICE HOURS
MONDAY — FRIDAY
8:00 a.m. to 4:30 p.m.

**MINUTES
JUNE 1, 2015
MILLSBORO TOWN COUNCIL**

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

Mayor Bryan led the pledge of allegiance.

Public Comments: there were not any

SECRETARY'S REPORT – Secretary presented the minutes and motioned they be approved as written; second by Keenan and approved unanimously.

TREASURER'S REPORT – Treasurer Michelle Truitt presented the bills for payment. Thoroughgood motioned, Hodges second to approve the bills from the designated accounts, approved unanimously.

Budget: Bill Sauer, Finance Officer for the Town presented the budget for Fiscal Year 2016. He went over the Comments and Highlights. There are not any rate increases for water, sewer or taxes. There are several capital projects which result in a deficit that is being offset by the reserves in the Transfer Tax Account. Revenue \$6,476,875. – Expenses \$4,945,725. – Capital Improvements \$1,531,150. Brady motion, Hodges second to approve the budget as presented, approved unanimously.

MILLSBORO FIRE COMPANY – Mr. John Hall gave report on behalf of the Fire Company. On May 9th, a team from Millsboro Fire Company traveled to Georgetown to take part in the 3rd Annual Vehicle Rescue Challenge hosted by the Georgetown Fire Company. This year's event pitted teams from Georgetown, Ellendale, Hartly, Citizen's Hose of Smyrna and Millsboro in rescue evolutions where the teams are evaluated on technique, safety and time to complete the evolution. After finishing as runner up in the past two competitions the team from Millsboro brought home the 1st place trophy in this year's event.

Legislation in Dover that has an impact on fire companies is HB 133; requires builders of new, one or two family residential dwellings that are three stories or less to provide to the purchasers a cost estimate from the builder for an automatic sprinkler system as well as information from the State Fire Marshal's Office concerning the benefits of such a system. SB 89, would exempt charitable and fraternal organizations including fire companies and Ladies Auxiliary's from the "Certified Food Protection Manager Program", which requires all food establishments to have certified food protection manager who would be responsible for any and all food preparation within their establishment.

Sussex County Council gave Sussex County Fire Departments and grant this year and Millsboro upgraded their MSA air packs. 12 new lightweight units were ordered and they will replace the current packs that are reaching their "end of life" requirements.

There were two scholarships given out this year from the department.

GREATER MILLSBORO CHAMBER OF COMMERCE – Amy Simmons, Director advised that the scholarship winner this year was from Millsboro, Kathleen Mooney. The competition was very close this year among the top three. There is a coffee networking session scheduled for Thursday, June 4th at 8:00 am. The Golf Classic had to be canceled due to lack of participation. The next regular scheduled meeting is at noon on June 18th at Pizza King. Meetings are still on going with the Boro Bash. The auditorium is rented every weekend in June and July with the exception of July 4th.

MILLSBORO POLICE DEPARTMENT – Chief John K. Murphy II reported; training, Officer DuFour and Rambo took Youth Crimes at the Delaware State Police Training Academy, DSPTA. No new Homeland Security to report. Reminder that Hurricane Season is upon us. CALEA update; there is a new program called Power DMS that is gaining momentum in the accreditation community. Basically it streamlines the process and stretches the cycles from 3 years to four years. The review process is also done on a continuous basis. The CJC Grant for \$6600. had to be submitted and Bill Sauer worked on it with the Chief and they applied for car equipment. If council decides they do not want to do this it can be amended. There were 329 complaints which are the highest since January. 553 regular traffic stops, 179 traffic special duty, 63 criminal arrests and 27 traffic crashes.

Education reimbursement – town manager reported that there are two education reimbursements. Ptl. Dufour in the amount of \$1,193.50 and Sgt. Wheatley in the amount of \$2,626.90. They have taken these classes and met the requirements required by council. Keenan motion, O'Neal second to reimburse Dufour and Wheatley for the amounts presented, approved unanimously.

STREET REPORT – town manager reported that there is a preconstruction meeting scheduled for Thursday morning, June 4th.

RECREATION REPORT – The Town Manager advised that she has two sponsors interested in doing Concerts in the Park this spring if council is interested. She would have to find more sponsors and hopefully be able to schedule every other week. Thoroughgood stated he would like to see us continue if at all possible. Thoroughgood motion, Truitt second to authorize town manager to schedule concerts with the aid of sponsors, approved unanimously.

WATER AND SEWER REPORT - the listing of properties that had to be adjusted due to water leaks is in your packet. There is not any action required by council.

MAYOR'S REPORT – Millwood Expansion is requesting an extension of their preliminary plan approval. Mark Pratta reported that Millwood Expansion has been working on Industrial Boulevard improvements which will provide the primary ingress/egress. It is a dirt road that has to be improved to be able to move forward. They have been meeting with various regional and national builders to determine the type product that will do best. Merestone Consulting is working on the site plan with changes that are different than the preliminary plan. We will likely eliminate the 30 foot lots and go with a forty foot lot and adding a clubhouse/pool amenity to this particular subdivision. Storm water management will be altered to meet the new standards with some grandfathering of certain practices. We are still a few months out to be ready for final approval and the preliminary approvals will have expired. We want council to be aware that it is in progress and are requesting an extension. Town Manager advised that they have been working on Industrial Blvd. and the Town has been meeting with them concerning the improvements and their necessary approvals are still good. Thoroughgood motion, Truitt second to approve the extension for one year, approved unanimously.

BUILDING CODE REPORT – Hodges is not ready to report tonight.

ELECTION UPDATE – Town Manager advised the election is scheduled for June 13th, 1:00 pm until 7:00pm in the council chambers. There is a contest in District 1 and District 3.

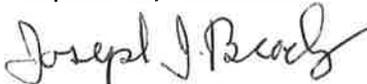
7:35 pm Hodges motion, O'Neal second to take a recess and enter into executive session at 7:45 pm, approved unanimously.

REGULAR SESSION

Called to order 8:25 pm.

8:25 pm Keenan motioned, Brady second to adjourn with no action required, approved unanimously.

Respectfully submitted,


Joseph J. Brady, Secretary