

**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

Minutes

**Millsboro Town Council
Regular Council Meeting
Millsboro Fire Hall
109 E. State Street
Millsboro, Delaware
October 1, 2012**

7:00 P.M. meeting called to order in the Millsboro Fire Hall at 109 E State Street, Millsboro, Mayor Robert Bryan presiding. Present were Vice-Mayor John Thoroughgood, Secretary Greg Hastings, Treasurer Truitt, Council persons, Irene Keenan, Tim Hodges Jim Petruzella, Town Manager Faye Lingo, Assistant Town Manager Matt Schifano, Town Solicitor Mary Schrider-Fox, Development Coordinator Linda Johnson, and Town Clerk Tammy Phillips. Guest- see attached list.

Pledge of Allegiance

Public Comments - None

SECRETARY'S REPORT - Secretary Hastings presented the minutes from the September 4, 2012 council meeting for Council's approval. Thoroughgood moved Hodges seconded to approve the minutes from the September 4, 2012 council meeting as written. Motion approved unanimously.

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

MILLSBORO FIRE COMPANY - NO REPORT

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons, Chamber Coordinator, Absent

MILLSBORO POLICE DEPARTMENT - NO REPORT

PARK AND RECREATION REPORT - NO REPORT

STREET REPORT - NO REPORT

WATER AND SEWER REPORT - Beneficial reuse - Contract F agreement with the Indian River School District. Hodges moved Truitt seconded to ap-

prove the agreement with Indian River School District with the provision to be adding to the agreement. Motion approved unanimously.

Beneficial reuse Contract G - To begin work October 8, 2012.

Beneficial reuse Contract H - was awarded in August and due to funding strategy it was decided to throw all bids out at a special meeting on September 24th. Contract H will be re-advertised, pre-bid meeting and opening bids will be before November council meeting. CABE is planning to have a new recommendation of award for the November 5, 2012 council meeting.

MAYOR'S REPORT - Building Improvement change orders; there is a credit on removal of the wheelchair lift next to stage, electrical requirement for wheelchair and also the deletion of interior window at the entrance next to the museum.

Building Improvement updates on September 24, it was decided to (a) re-roof existing building (b) change design roof behind the new museum to eliminate leaks (c) reviewed bids for video/audio system and made the award to Sound FX. Looked at the video system in the council chambers; plans are for one television on side wall projected. After discussion it was decided there should be two. One on each side wall. Hodges moved Petruzella seconded to approve to install two (2) televisions; one on each side of the walls so it would be visible for both the council and the guests at the meetings. Motion approved unanimously. Hastings moved Hodges seconded to approve to upgrade the existing telephone system for town hall. The existing hand sets will work but new ones will need to be added to the system and the control box will have to be upgraded to allow for the new extensions. Motion approved unanimously.

Millsboro Land Associates, LLC. Sussex County tax map no. 1-33-21.00 parcels 3.01 are requesting an extension of their final site plan approval. Thoroughgood moved Hodges second to grant one (1) year extension October 2013, on final site plan at vacant lot behind Food Lion Shopping Center Motion approved unanimously.

Zoning change request - Kersey - Sussex County tax map no. 1-33-17.00 parcel 72, currently zoned Mobile home and requesting Urban Business. Mayor appointed a committee Truitt (chair), Hodges, and Petruzella.

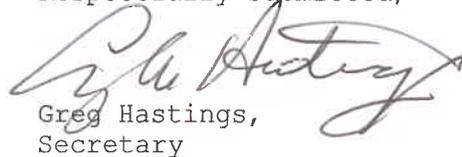
Pioneer Materials - applying for final site plan approval. Hodges (chair) the committee recommendations to council: (1) design plans for Industrial Street to be submitted to the Town by March 31, 2013. (2) Industrial Street construction must be complete, including sidewalks, landscape buffers, etc, before work begins on the Industrial parcels or Millwood II residential parcels. (3) Close southern most entrance to M & T Bank parking lot. Access to M & T bank parking lot must be provided for a mutually agreeable location from Industrial Street (mutually agreeable-Town of Millsboro and M & T bank, or current owners thereof. (4) Provide the Town of Millsboro the approved DEL-DOT TIS for Industrial Street. (5) Current approvals for Industrial parcel including but not limited to: water, sewer, Fire Marshal, Department of Health, Sussex Conservation, DEL-DOT, URS, etc. (according to the Town of Millsboro code as amended. (6) DEL DOT Entrance construction ap-

proval. Hodges moved Petruzella seconded to approve final conditional as per committee allow Norfolk Southern to build the Railroad crossing with some improvement to Industrial Street. Motion approved by a vote six yeas - 1 abstention. Motion approved with Thoroughgood abstaining.

Warren's Mill - Mayor appointed a committee Hastings (chair), Thoroughgood and Keenan to look into a plan to protect and the preserve the mill.

Truitt motion, Keenan second to adjourn, approved unanimously, 7:45 pm.

Respectfully Submitted,



Greg Hastings,
Secretary