



Town Council  
**Town of Millsboro**

322 Wilson Highway  
Millsboro, Delaware 19966  
(302) 934-8171  
(302) 934-7682 (Fax)  
[town@millsboro.org](mailto:town@millsboro.org)

Mayor Faye Lingo  
Vice Mayor John Thoroughgood  
President Pro Tem Brad Cordrey  
Secretary Jim Kells  
Treasurer Larry Gum  
Councilman Ron O'Neal  
Councilwoman Kimberley Kaan

*Jamie Burk, Town Manager*

Posted on March 27, 2023 at 1:31pm

## **A G E N D A**

Town Council  
Regular Meeting, Public Hearings and Executive Session  
April 3, 2023  
7:00 p.m.

Millsboro Town Center  
322 Wilson Highway

**NOTE: There may be a vote and Council action taken on each and every agenda item set forth herein.**

Call to Order

Pledge of Allegiance

Public Comment (2 minutes limited to agenda items)

Secretary's Report  
Minutes

Treasurer's Report  
Bank balances  
Invoices

Millsboro Fire Company Update

Greater Millsboro Chamber of Commerce Update

Police Department's Report  
Introduction of new Cadet

Change Order (Advantech)

Building Status

MILLSBORO TOWN COUNCIL AGENDA  
APRIL 3, 2023  
PAGE 2 OF 2

Water and Sewer

Olney Way Field Change Directives (Kruger)

Olney Way Water Plant Change Order #14

Hydrant Water Flushing Update (Burk)

Parks and Recreation

Bandstand Rental Request- Josephine Whale

Mayor's Report

Board of Election Appointments (Lingo)

1-33 Associates Annexation Committee Report- regarding property located at Sussex County Tax Map and Parcel Numbers 133-16.00-95.01 & 133-16.00-100.01 (Burk)

Barker Alley Committee Report- regarding property located at Sussex County Tax Map and Parcel Numbers 133-17.13-118.00 (Burk)

Supplemental Tax List (Hall)

Annual Tax Roll (Hall)

Recess

Executive Session—

Pursuant to 29 Del. C. §10004 (b) (4) the Town Council will be meeting in executive session to hold strategy sessions involving legal advice with respect to potential litigation where an open meeting would have an adverse effect on the Town's litigation position.

Pursuant to 29 Del. C. §10004(b)(9) the Town Council will be meeting in executive session related to personnel matters where individual employees are discussed.

Call to Order

Business Conducted in Executive Session

Adjournment

*NOTE: (1) This agenda is subject to change. Such changes may include the addition of items that arise at the time of the meeting and/or the deletion of items. In the case of additions related to items that arise prior to the meeting, the change will be posted with as much notice as practicable under the circumstances—but in no case will the notification be provided less than 6 hours prior to the meeting start time—and the associated item will be (a) of an emergency nature and/or (b) unable to reasonably be deferred for handling at a future meeting. (2) One or more of the items listed may not be considered in sequence.*

4/1		Town of Millsboro			
month		Account Balances			
		March 31, 2023			
Account					Interest
Type	Bank	Purpose		Book Balance	Earned
Checking/Money Market					
	WSFS Bank				
	1	General Account		\$ 3,591,975.73	\$ 8,110.89
	2	Payroll		\$ 437.88	\$ 43.66
	3	Withholding		\$ 65,116.97	\$ 153.01
	4	Municipal Street Aid Fund (MSAF)		\$ 70,300.61	\$ 160.13
	5	Sewer Construction		\$ 2,466,461.92	\$ 5,166.47
	6	State Aid Local Law Enforcement (SALLE)		\$ 4,536.82	\$ -
	7	Emergency Illegal Drug Enforcement (EIDE)		\$ 4,970.89	\$ -
	8	Sewer Impact		\$ 3,800,808.88	\$ 7,689.40
	9	Water Impact		\$ 492,679.35	\$ 937.94
	10	Building Component Fee		\$ 4,119,064.22	\$ 9,745.34
	14	Transfer Tax 1% (3.75M in "set-asides")		\$ 9,422,858.94	\$ 19,794.89
	15	Fund to Combat Violent Crime (FCVC)		\$ 31,069.50	\$ -
	16	Police Protection Impact		\$ 112,153.38	\$ 7.74
	17	Transportation/Stormwater Impact		\$ 80,128.57	\$ 5.30
		Bicentennial Beautification Fund		\$ 11,299.04	\$ 23.66
	Total WSFS Bank			\$ 24,273,862.70	\$ 51,838.43
	Citizens Bank				
	12	Transfer Tax Checking		\$ 3.85	
	11	Transfer Tax 1%		\$ 200,353.84	\$ 8.51
		Transfer Tax .5%		\$ 50,115.55	\$ 2.13
	Total Citizens			\$ 250,473.24	\$ 10.64
Total Checking/Money Market				\$ 24,524,335.94	\$ 51,849.07
Certificates of Deposit					
	M&T Trust - formerly Wilmington Trust				
		Bicentennial Fund 0.03%		\$ 7,000.00	
	Total M&T Trust			\$ 7,000.00	
	PNC Bank				
		WWTP Unrestricted General - 2/28/23		\$ 85,068.13	
		WWTP Membrane CD - 2/28/23		\$ 51,777.28	
	Total PNC Bank			\$ 136,845.41	\$ -
Total Certificates of deposit				\$ 143,845.41	\$ -
Total on Hand Cash & CD's				\$ 24,668,181.35	\$ 51,849.07

4/1		Town of Millsboro					
month		Account Balances					
		March 31, 2023					
Account		February 28, 2023	March 31, 2023				Interest
Type/Bank	Purpose	Book Balance	Book Balance	Net Change			Earned
Checking/Money Market							
WSFS Bank							
1	General Account	\$ 3,625,793.50	\$ 3,591,975.73	\$ (33,817.77)	\$ 8,110.89		
2	Payroll	\$ 394.22	\$ 437.88	\$ 43.66	\$ 43.66		
3	Withholding	\$ 51,971.44	\$ 65,116.97	\$ 13,145.53	\$ 153.01		
4	Municipal Street Aid Fund (MSAF)	\$ 76,280.92	\$ 70,300.61	\$ (5,980.31)	\$ 160.13		
5	Sewer Construction	\$ 2,460,544.87	\$ 2,466,461.92	\$ 5,917.05	\$ 5,166.47		
6	State Aid Local Law Enforcement (SALLE)	\$ 4,536.82	\$ 4,536.82	\$ -	\$ -		
7	Emergency Illegal Drug Enforcement (EIDE)	\$ 4,970.89	\$ 4,970.89	\$ -	\$ -		
8	Sewer Impact	\$ 3,649,311.48	\$ 3,800,808.88	\$ 151,497.40	\$ 7,689.40		
9	Water Impact	\$ 442,021.41	\$ 492,679.35	\$ 50,657.94	\$ 937.94		
10	Building Component Fee	\$ 4,889,345.23	\$ 4,119,064.22	\$ (770,281.01)	\$ 9,745.34		
14	Transfer Tax 1% (3.75M in "set-asides")	\$ 9,445,720.65	\$ 9,422,858.94	\$ (22,861.71)	\$ 19,794.89		
15	Fund to Combat Violent Crime (FCVC)	\$ 38,394.02	\$ 31,069.50	\$ (7,324.52)	\$ -		
16	Police Protection Impact	\$ 100,095.32	\$ 112,153.38	\$ 12,058.06	\$ 7.74		
17	Transportation/Stormwater Impact	\$ 68,123.27	\$ 80,128.57	\$ 12,005.30	\$ 5.30		
	Bicentennial Beautification Fund	\$ 11,275.21	\$ 11,299.04	\$ 23.83	\$ 23.66		
Total	WSFS Bank	\$ 24,868,779.25	\$ 24,273,862.70	\$ (594,916.55)	\$ 51,838.43		
Citizens Bank							
12	Transfer Tax Checking	\$ 3.85	\$ 3.85	\$ -	\$ -		
11	Transfer Tax 1%	\$ 200,345.33	\$ 200,353.84	\$ 8.51	\$ 8.51		
	Transfer Tax .5%	\$ 50,113.42	\$ 50,115.55	\$ 2.13	\$ 2.13		
Total	Citizens	\$ 250,462.60	\$ 250,473.24	\$ 10.64	\$ 10.64		
Total	Checking/Money Market	\$ 25,119,241.85	\$ 24,524,335.94	\$ (594,905.91)	\$ 51,849.07		
Certificates of Deposit							
M&T Trust - formerly Wilmington Trust							
	Bicentennial Fund 0.03%	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -		
Total	M&T Trust	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -		
PNC Bank							
	WWTP Unrestricted General - 2/28/23	\$ 84,949.09	\$ 85,068.13	\$ 119.04	\$ 119.04		
	WWTP Membrane CD - 2/28/23	\$ 51,737.74	\$ 51,777.28	\$ 39.54	\$ 39.54		
Total	PNC Bank	\$ 136,686.83	\$ 136,845.41	\$ 158.58	\$ 158.58		
Total	Certificates of deposit	\$ 143,686.83	\$ 143,845.41	\$ 158.58	\$ 158.58		
Total	on Hand Cash & CD's	\$ 25,262,928.68	\$ 24,668,181.35	\$ (594,747.33)			

March 2023 Prepaids

Sum of	Total				
Bank	Check No	Date	Payee	Description	Total
GENE	22367	03/07/2023	SUSSEX COUNTY ASSOC	SCAT LEGISLATIVE BREAKFAST (2)	44.00
	22367 Total				44.00
	22368	03/07/2023	DOVER PLUMBING SUPPL	COUPLINGS (75)	1,701.75
	22368 Total				1,701.75
	22369	03/07/2023	FUELMAN	FEB/GENERAL	170.25
				FEB/SEWER	786.07
				FEB/STREET	145.51
				FEB/WATER	609.40
	22369 Total				1,711.23
	22370	03/07/2023	FUELMAN	FEB/POLICE	3,454.87
	22370 Total				3,454.87
	22371	03/15/2023	DELAWARE ASSOCIATION	STAFF DEV SEMINAR 5/2-4	200.00
	22371 Total				200.00
	22372	03/15/2023	DELAWARE DEPARTMENT	2023 DUES/WORKPLACE QUESTIONNA	450.00
	22372 Total				450.00
	22373	03/15/2023	DHR FINANCIAL SERVIC	APRIL/GENERAL	12,297.22
				APRIL/POLICE	31,992.83
				APRIL/SEWER	11,958.93
				APRIL/WATER	5,011.08
	22373 Total				61,260.06
	22374	03/15/2023	DOMINION NATIONAL	APR 2023 BILLING/POLICE	79.90
	22374 Total				79.90
	22375	03/15/2023	EYE MED	MAR/GENERAL (HIGH)	233.15
				MAR/POLICE (HIGH)	278.70
				MAR/SEWER (HIGH)	120.45
				MAR/WATER (HIGH)	59.58
	22375 Total				691.88
	22376	03/15/2023	EYE MED	MAR/POLICE (LOW)	40.15
				MAR/SEWER (LOW)	7.82
				MAR/WATER (LOW)	2.61
	22376 Total				50.58
	22377	03/15/2023	FOX ROTHSCHILD LLP	FEB BILLING THROUGH 2/28/23	75.00
	22377 Total				75.00
	22378	03/15/2023	GRANITE TELECOMMUNIC	BRANDYWINE/MAR	29.45
				CUPOLA/MAR	36.83
				MILLWOOD/MAR	45.52
				PLANTATION LAKES/MAR	32.33
				POLICE/MAR	339.47
				RADISH FARM/MAR	59.21
				RETREAT/MAR	32.33
				SEWER/MAR	6.97
				TOWN HALL/MAR	109.07
				WATER/MAR	47.73
				WHARTON'S BLUFF/MAR	49.80
	22378 Total				788.71
	22379	03/15/2023	MEDIACOM - DELAWARE	3/10-4/9/23 WWTP	245.95
	22379 Total				245.95
	22380	03/15/2023	ROGERS, EVAN	RED DOT INST COURSE-1ST DAY 3/	51.75
				RED DOT INST COURSE-LAST DAY 3/	51.75
				RED DOT INST COURSE-M&IE 3/29	69.00
	22380 Total				172.50
	22381	03/15/2023	VERIZON WIRELESS	1/29-2/28/23 POLICE	707.94
				1/29-2/28/23 VAWA	79.98
				1/29-2/28/23 VOCA	39.99
	22381 Total				827.91
	22382	03/15/2023	VERIZON	SEWER/MAR INTERNET	98.99
	22382 Total				98.99
	22383	03/15/2023	WASTE MANAGEMENT	FEB 2023 BILLING	865.25
	22383 Total				865.25

# March 2023 Prepays

GENE	22384	03/15/2023	WSFS BANK VISA	ADOBE VIDEOS	29.99
				BJ'S-BLEACH & DAWN/WWTP	57.56
				EASTSIDE CARWASH	11.05
				FOOD LION-MEAT TRAY	50.00
				GFO CANDIDATE PROG/HALL	600.00
				GFO-RENEWAL FEES/HALL	170.00
				GROTTO'S/BUCKLER 40TH ANNIV	100.93
				ICSC-MEMBERSHIP RENEWAL/BURK	125.00
				INDEED	184.00
				JOR-LIN TOUR & CHARTER-YOUTH A	257.50
				LYFT/JB TO REIMBURSE TOWN	126.85
				MSFT-SERVER EMAIL	206.68
				WALGREEN'S-SYMPATHY CARD	5.99
	22384 Total				1,925.55
	22385	03/21/2023	DELAWARE ELECTRIC CO	GRAVEL HILL-FEB/MAR	25.15
				HARDSCRABBLE/15752561-FEB	87.84
				HARDSCRABBLE/PUMP WWTP-FEB	193.33
				HARDSCRABBLE/WTR TOWER-FEB	62.25
				WHARTON'S BLUFF-FEB	84.51
	22385 Total				453.08
	22386	03/21/2023	MILLVILLE, TOWN OF	SCAT DINNER 4/5/23 (2)	104.00
	22386 Total				104.00
	22387	03/21/2023	PEP-UP INC.	DELIVERY 3/13/23-POLICE	177.63
	22387 Total				177.63
	22388	03/21/2023	PRINCIPAL LIFE INSUR	APR 2023 BILLING	1,123.82
	22388 Total				1,123.82
	22389	03/21/2023	VERIZON	SWR DSL LINE	16.60
	22389 Total				16.60
	22390	03/22/2023	DELTA DENTAL OF DELA	APR/GENERAL	573.74
				APR/POLICE	1,402.52
				APR/SEWER	628.13
				APR/WATER	257.19
	22390 Total				2,861.58
	22391	03/22/2023	MEDIACOM - DELAWARE	BILLING 3/23/23-4/22/23	269.95
	22391 Total				269.95
	5935371	03/20/2023	PAYROLL, TOWN OF MIL	PR WK 03-24-2023	42,204.07
	5935371 Total				42,204.07
	10184336	03/28/2023	PAYROLL, TOWN OF MIL	PR WK 03-31-2023	41,628.66
	10184336 Total				41,628.66
	32072760	03/28/2023	WITHHOLDING, TOWN OF	PR WK 03-31-2023	27,280.76
	32072760 Total				27,280.76
	32509399	02/28/2023	WITHHOLDING, TOWN OF	PR WK 03-03-2023	28,454.58
	32509399 Total				28,454.58
	36689315	03/14/2023	PAYROLL, TOWN OF MIL	PR WK 03-17-2023	41,499.32
	36689315 Total				41,499.32
	45840481	03/07/2023	WITHHOLDING, TOWN OF	PR WK 03-10-2023	27,547.66
	45840481 Total				27,547.66
	68910928	03/29/2023	T.O.M.BUILDING FD 02	FEB 2023 BLDG PERMITS	24,000.00
	68910928 Total				24,000.00
	69277545	03/07/2023	PAYROLL, TOWN OF MIL	PR WK 03-10-2023	43,270.51
	69277545 Total				43,270.51
	70290911	03/29/2023	T.O.M. POLICE PRO IM	FEB 2023 BLDG PERMITS	12,050.32
	70290911 Total				12,050.32
	70999547	03/29/2023	T.O.M. SEWER IMPACT	FEB 2023 BLDG PERMITS	143,808.00
	70999547 Total				143,808.00
	71869584	02/28/2023	PAYROLL, TOWN OF MIL	PR WK 03-03-2023	42,281.73
	71869584 Total				42,281.73
	96013220	03/29/2023	T.O.M. TRANSP/SW IMP	FEB 2023 BLDG PERMITS	12,000.00
	96013220 Total				12,000.00
	96936962	03/20/2023	WITHHOLDING, TOWN OF	PR WK 03-24-2023	27,391.05
	96936962 Total				27,391.05
	97450348	03/29/2023	T.O.M. WATER IMPACT	FEB 2023 BLDG PERMITS	49,720.00
	97450348 Total				49,720.00

6



March 2023 Prepaids

GENERAL	98293983	03/14/2023	WITHHOLDING, TOWN OF	PR WK 03-17-2023	28,091.09
	98293983 Total				28,091.09
GENERAL Total					670,878.54
WITHHOLDING	5328	03/15/2023	AFLAC	MARCH 2023 BILLING	3,666.00
	5328 Total				3,666.00
	5329	03/15/2023	LEGAL SHIELD	MAR 2023 BILLING	283.15
	5329 Total				283.15
	30723	03/07/2023	DPERS	FEB/TOWN	11,021.22
	30723 Total				11,021.22
	624696	03/03/2023	DIVISION OF REVENUE	PR WK 03-03-2023	2,936.72
	624696 Total				2,936.72
	631515	03/10/2023	DIVISION OF REVENUE	PR WK 03-10-2023	2,890.84
	631515 Total				2,890.84
	640081	03/17/2023	DIVISION OF REVENUE	PR WK 03-17-2023	2,897.41
	640081 Total				2,897.41
	647863	03/24/2023	DIVISION OF REVENUE	PR WK 03-24-2023	2,880.73
	647863 Total				2,880.73
	654829	03/31/2023	DIVISION OF REVENUE	PR WK 03-31-2023	2,862.49
	654829 Total				2,862.49
	3072023	03/07/2023	DPERS	FEB/POLICE	18,252.16
	3072023 Total				18,252.16
	5023449	03/22/2023	MISSIONSQUARE RETIRE	457B CONTRIBUTIONS	75.00
	5023449 Total				75.00
	11882924	03/10/2023	GF PASS THRU 941/CD	PR WK 03-10-2023	15,382.22
	11882924 Total				15,382.22
	27338113	03/10/2023	MISSIONSQUARE RETIRE	457B CONTRIBUTIONS	75.00
	27338113 Total				75.00
	30472215	03/03/2023	GF PASS THRU 941/CD	PR WK 03-03-2023	15,540.58
	30472215 Total				15,540.58
	55094088	03/24/2023	GF PASS THRU 941/CD	PR WK 03-24-2023	15,183.52
	55094088 Total				15,183.52
	56492309	03/03/2023	MISSIONSQUARE RETIRE	457B CONTRIBUTIONS	75.00
	56492309 Total				75.00
	58189111	03/30/2023	MISSIONSQUARE RETIRE	457B CONTRIBUTIONS	75.00
	58189111 Total				75.00
	72109497	03/17/2023	GF PASS THRU 941/CD	PR WK 03-17-2023	15,270.18
	72109497 Total				15,270.18
	79698515	03/16/2023	MISSIONSQUARE RETIRE	457B CONTRIBUTIONS	75.00
	79698515 Total				75.00
	82763380	03/31/2023	GF PASS THRU 941/CD	PR WK 03-31-2023	15,052.40
	82763380 Total				15,052.40
WITHHOLDING Total					124,494.62
MSAF	1646	03/21/2023	DELMARVA POWER	MAR/MAGNOLIA	599.45
				MAR/MILL LANDING	249.75
				MAR/STREETS	5,291.24
	1646 Total				6,140.44
MSAF Total					6,140.44
BUILDING FUND	1270	03/15/2023	ADVANTECH	SECURITY SYSTEM/NEW POLICE STATION	136,667.00
	1270 Total				136,667.00
	1271	03/22/2023	DELMARVA VETERAN BUI	CONSTRUCTION PD-APPL #3	640,500.78
	1271 Total				640,500.78
BUILDING FUND Total					777,167.78
WSFS	1122	03/15/2023	BEARING CONSTRUCTION	PLANTA LAKES WTP CONTRACT	376,000.98
	1122 Total				376,000.98
	1123	03/22/2023	EASTERN STATES CONST	SWR MAIN EXT/US RT 113	54,933.53
	1123 Total				54,933.53
WSFS TT1% Total					430,934.51
Grand Total					2,009,615.89

7

March 2023 Bills

Sum of	Total		
Bank	Vendor	Description	Total
GENERAL	A.E. MOORE JANITORIAL	MARCH/POLICE	286.06
		MARCH/SEWER	138.52
		MARCH/TOWN	85.78
	A.E. MOORE JANITORIAL Total		510.36
	ACCURATE LANGUAGE SERVICES,	PHONE INTERP.-10/22/22	93.75
		PHONE INTERP.-12/19/22 & 12/27/22	52.50
		PHONE INTERP.-2/1/23 & 2/16/23	187.50
	ACCURATE LANGUAGE SERVICES, LLC Total		333.75
	AMAZON CAPITAL SERVICES	972X CARTRIDGES-4 PK	479.99
		AIR COMP PRESS SWITCH VALVE	25.32
		AUTO TIMED WTR TANK	30.99
		CELL PHONE POUCH COVER	18.78
		CREDIT COVERALLS NOT REC'D	(129.00)
		DELL CAR CHARGER (2)	98.98
		ELEC AUTO DRAIN VALVE	151.59
		ELEC CHAIN HOIST	1,498.16
		ETHERNET 8-PORT GIGABIT SWITCH	42.74
		HANGING 6 POCKET FILE FOLDERS	8.99
		INK CARTRIDGE-902XL	86.89
		OFFICE PLANNER	11.99
		PI DIAMETER CIRCUM TAPE MEASURE (5)	99.95
		SHIPPING CHG CREDIT	(5.99)
		SHOVELS	62.00
		STORAGE BOXES-12/CS (6)	388.62
		SUGAR PACKETS (500 COUNT)	19.27
		TOOL BOX/MCGEE'S TRUCK	189.00
		USB HUB	17.99
		WIRELESS MOUSE/BLACK	14.99
		WIRELESS MOUSE/DARK SILVER	21.14
		XL SNOW SHOVEL-WTP	14.99
		XL SNOW SHOVEL-WWTP	14.99
	AMAZON CAPITAL SERVICES Total		3,162.37
	ATLANTIC TACTICAL	TASER/CABEZAS	64.88
	ATLANTIC TACTICAL Total		64.88
	BAKER'S HARDWARE CO.	MARCH/SEWER	378.19
		MARCH/STR MISC EXPENSE	83.98
		MARCH/STR REPAIRS & MAINT	129.26
		MARCH/STR RPR MAINT-VEHICLE/EQUIP	67.11
		MARCH/STREET SUPPLIES	61.98
		MARCH/SWR RPR MAINT-VEHICLE/EQUIP	116.28
		MARCH/WATER	220.29
	BAKER'S HARDWARE CO. Total		1,057.09
	BAYSIDE AUDIOLOGY & HEARING	AUDIOMETRY TEST-GASSAWAY	125.00
	BAYSIDE AUDIOLOGY & HEARING AIDS Total		125.00
	BELAIR ROAD SUPPLY	ADAPTERS (4)	27.28
		BRASS NIPPLE/WWTP	650.56
		BUSHINGS/WTP (3)	23.07
		HYDRAULIC CEMENT & PLUGS	464.04
		SWR CLEAN-OUT FRAME & COVER (2)	239.80
	BELAIR ROAD SUPPLY Total		1,404.75
	BURK, JAMIE	MARCH CELL PHONE ALLOW	50.00
	BURK, JAMIE Total		50.00
	CAPITOL CLEANERS	FEB BILLING	230.14
	CAPITOL CLEANERS Total		230.14
	COASTAL POINT LLC	LEGAL AD/EMS	46.75



March 2023 Bills

GENERAL	COASTAL POINT LLC	TOWNE LAKES PUBLIC NOTICE	42.50
	COASTAL POINT LLC Total		89.25
	COYNE CHEMICAL CO.	BLEACH	13,554.62
		CAUSTIC	15,581.40
		CHLORINE	3,650.50
		POLYMER	2,301.37
		POLYMER (450 LB)	1,183.50
	COYNE CHEMICAL CO. Total		36,271.39
	CRYSTAL SPRINGS	DELIVERY 1/23/23	22.23
	CRYSTAL SPRINGS Total		22.23
	DATA OBSESSIONS LLC	APRIL 2023 BILLING	80.00
	DATA OBSESSIONS LLC Total		80.00
	DELAWARE RURAL WATER ASSOC.	WATER STATE EXAM REVIEW/BLITZ	199.00
		WATER STATE EXAM REVIEW/PLACK	199.00
		WW STATE EXAM REVIEW/KOLLOCK	199.00
	DELAWARE RURAL WATER ASSOC. Total		597.00
	DELAWARE SOLID WASTE AUTHORITY	458572/SLUDGE	652.80
		459054/SLUDGE	727.60
		459719/TRASH WWTP	23.80
		460833/SLUDGE	545.70
		461306/SLUDGE	756.50
		461587/TRASH WWTP	11.05
		461748/SLUDGE	651.10
		463504/SLUDGE	561.85
		463937/SLUDGE	533.80
		464334/SLUDGE	611.15
		466381/SLUDGE	603.50
		466928/SLUDGE	612.85
		467432/SLUDGE	624.75
		468983/TRASH-WWTP	12.75
		469328/SLUDGE	619.65
		469858/SLUDGE	621.35
		470340/SLUDGE	677.45
	DELAWARE SOLID WASTE AUTHORITY Total		8,847.65
	DELMARVA POWER	MAR/CIVIC	313.60
		MAR/MEDIAN	118.07
		MAR/PARK	139.88
		MAR/POLICE	663.88
		MAR/RR AVE GARAGE	50.68
		MAR/SEWER	17,123.52
		MAR/TOWN	2,433.65
		MAR/WATER	4,730.21
		MAR/WB ATKINS BALLPARK	261.88
	DELMARVA POWER Total		25,835.37
	DENNIS SALES & SERVICE, INC.	REBUILD KITS	559.33
	DENNIS SALES & SERVICE, INC. Total		559.33
	DUFFIELD ASSOCIATES, INC.	89432R/MILLSBORO RIB EXPAN	12,234.00
		89440R2/M&T PS#4 DEWATERING	251.50
		89445R3/PLANTA LAKES SUB REV	10,187.01
		89446R/MILLSBORO MISC-GENERAL	2,055.00
		89446R/MILLSBORO MISC-SWR	258.00
		89446RA/RIBS CONTINGENCY PLAN	3,375.00
		89446RB/WHITE ST WELL ALLOCA	87.00
	DUFFIELD ASSOCIATES, INC Total		28,447.51
	EARLY DAWN REFRESHMENT SERVICES	DELIVERY 3/21/23	19.15
		DELIVERY 3/7/23	17.32
	EARLY DAWN REFRESHMENT SERVICES, INC Total		36.47
	ECONO SIGNS & BARRICADE, LLC	COUNTRY PLACE ST SIGN	48.68
		MAX CLEAR SIGN/TH DRIVE THRU	150.61

March 2023 Bills

GENERAL	ECONO SIGNS & BARRICADE, LLC	MILLERS RUN ST SIGN (2)	97.36
		MILLSTONE LANE ST SIGN	48.68
		PINE ST SIGN	48.68
		STOP SIGNS (12)	526.80
	ECONO SIGNS & BARRICADE, LLC	Total	920.81
	ENVIROCORP, INC.	FEB/SEWER	2,227.00
		FEB/WATER	411.00
	ENVIROCORP, INC.	Total	2,638.00
	EYE MED	APR/GENERAL (HIGH)	233.15
		APR/POLICE (HIGH)	278.70
		APR/POLICE (LOW)	40.15
		APR/SEWER (HIGH)	120.45
		APR/SEWER (LOW)	7.82
		APR/WATER (HIGH)	59.58
		APR/WATER (LOW)	2.61
	EYE MED Total		742.46
	FERGUSON	ADAPTER	9.98
		FLANGE	14.89
		GASKET	3.31
	FERGUSON Total		28.18
	FISHER AUTO SUPPLY	AIR FILTERS-LAWN MOWERS (WWTP)	53.98
		FUEL BOWL ASSEMBLY/1968 TRACTOR	32.59
		PB DS PENETRANT (2)	16.54
		SPARK PLUG (4)	7.20
		STARTER FLUID	4.27
	FISHER AUTO SUPPLY Total		114.58
	GALLS, LLC,	CAMPAIGN HAT - FORESTER	142.71
		CAMPAIGN HAT/SHOCKLEY	142.71
	GALLS, LLC, Total		285.42
	GANNETT FLEMING	RT 24 SANITARY SWR REPLAC	1,185.00
	GANNETT FLEMING Total		1,185.00
	GRAVES UNIFORMS	BLACK DRESS SHOES/FORESTER	69.25
		CHUCKA BOOTS-CALLOWAY	79.83
	GRAVES UNIFORMS Total		149.08
	GUARDIAN ALLIANCE TECHNOLOGIES	BACKGROUND CHECKS (2)	204.00
		BACKGROUND CHECKS (4)	208.00
		BACKGROUND CHECKS (5)	250.00
	GUARDIAN ALLIANCE TECHNOLOGIES, INC	Total	662.00
	HD SUPPLY, INC.	3" HOSE SHANK COUPLING-MALE	59.04
		CHLORINE HOSES (12)	968.78
		CK VALVE (2)	235.77
		METAL DETECTOR	815.73
		REPL ELECTRODES/PH METER (2)	89.31
	HD SUPPLY, INC. Total		2,168.63
	HILLS' ELECTRIC MOTOR SERVICE	AIR BLOCK VALVES/MEMBRANES (3)	2,494.15
		REBUILD PUMP	17,572.11
		RPR CIRCULATION PUMP	29,947.32
	HILLS' ELECTRIC MOTOR SERVICE	Total	50,013.58
	HILYARD'S INC	COPIER SERV CONTRACT 3/12/23-3/11/24	5,991.01
	HILYARD'S INC Total		5,991.01
	HOPKINS CONSTRUCTION CO.	CHG EFFLUENT PUMP B/JET VAC	14,873.00
	HOPKINS CONSTRUCTION CO. Total		14,873.00
	IN & OUT CAR CARE	115461/2021 FORD POLICE INTRCPTR	50.14
		115840/2017 FORD POLICE INTRCPTR	50.14
		115842/2017 FORD POLICE INTRCPTR	94.11
		115930/2017 FORD POLICE INTRCPTR	50.14
		116024/2015 CHEV TAHOE	1,331.54
		116195/2017 FORD POLICE INTRCPTR	54.15
		116196/2020 FORD POLICE INTRCPTR	54.15

March 2023 Bills

GENERAL	IN & OUT CAR CARE Total	1,684.37
	JAMES MILLER	CUPOLA PARK CONCERT-8/15/23
	JAMES MILLER Total	200.00
	KCI TECHNOLOGIES, INC.	E. STORMWATER MGT IMPROV
	KCI TECHNOLOGIES, INC. Total	7,554.47
	KERSHNER ENVIROMENTAL	GLYCERIN (1)
		STATOR IFD (4)
	KERSHNER ENVIROMENTAL Total	2,218.47
	L/B WATER SERVICE INC	2" WATER METER
		3/4" GASKETS (5,000)
		3/4" SHORT IPERL METER W/CABLE
		5/8" HEX BOLT
		5/8" HEX NUT
		COUPLINGS
		GASKET
		GASKET-FOSTER COMMONS
		HOUSINGS
		IPERL TOUCHPAD
		METERS-FOSTER COMMONS (9)
	L/B WATER SERVICE INC Total	24,455.97
	LAWN DOCTOR OF SUSSEX COUNTY	FERTILIZE GRASS-DOG PARK
		FERTILIZE GRASS-TOWN HALL
	LAWN DOCTOR OF SUSSEX COUNTY Total	518.00
	LOGO MOTIVE CUSTOM APPAREL	BACKPACK
		BACKPACK REBURN SCREEN CHG
		JERSEY KNIT POLO-XS
		LOGO CHANGE
		SCREEN CHARGE
		TRUCKER CAP
		T-SHIRTS - S
		T-SHIRTS-L
		T-SHIRTS-M
		T-SHIRTS-XL
	LOGO MOTIVE CUSTOM APPAREL Total	2,577.50
	LOWE'S	CONCRETE REPAIR
		CONCRETE REPAIR RET'D
		COUPLING (3)
		DRIVER SOCKET SET
		DWV ELBOW
		LANDSCAPE FABRIC-TOWN HALL
		LANDSCAPE PINS-TOWN HALL
		LATEX CAULK
		LATEX CAULK-RETURNED
		MECHANICS GLOVES
		METAL CLEANING LUBRICANT
		PICK MATTOCK HANDLE (2)
		POINTING TROWEL
		PVC PIPE 3"
		RESPIRATOR MASK (2)
		SEALER/SEAL FLOOR-SALT BARN
		VENT ELBOW (2)
		WD-40
		WHEELBARROW
	LOWE'S Total	639.00
	LYWOOD AUTOMATION, LLC	REPAIR WWTP GRIT PLC
		RPR INFLUENT VFD/MIXER/PUMP
	LYWOOD AUTOMATION, LLC Total	5,041.74
	MANLOVE AUTO PARTS	ARMOR-ALL SPRAY
		BEAM BLADE

March 2023 Bills

GENERAL	MANLOVE AUTO PARTS	BEAM BLADE (2)	37.66
		DURAGLOSS WAX (7)	109.83
		EXACT FIT REAR	10.64
		MICROFIBER TOWELS (12PK)	17.99
		MICROFIBER TOWELS (3PK)	9.42
		REAR WIPER	9.49
	MANLOVE AUTO PARTS Total		262.12
	MEDIACOM - DELAWARE	APRIL BILL-TOWN HALL	135.90
	MEDIACOM - DELAWARE Total		135.90
	MILLSBORO CHAMBER	2023 FIREWORKS	10,000.00
	MILLSBORO CHAMBER Total		10,000.00
	MILLSBORO LITTLE LEAGUE	PAVERS/MEMORIAL WALL	3,004.24
	MILLSBORO LITTLE LEAGUE Total		3,004.24
	MOTOROLA	EVIDENCE LIBRARY 1/1/23-1/31/23	294.90
		EVIDENCE LIBRARY 12/1/22-12/31/22	283.98
	MOTOROLA Total		578.88
	NEWS JOURNAL COMPANY	ATKINS PARK DRAIN IMPROV BID AD	640.08
		BID AD/2023 RAPID INFIL BASIN IMPROV	467.36
		WTR METERS-AMR/AMI SYS INSTALL	375.92
	NEWS JOURNAL COMPANY Total		1,483.36
	NORTHERN TOOL & EQUIPMENT	GRILLS/CUPOLA PARK (2)	439.98
	NORTHERN TOOL & EQUIPMENT Total		439.98
	PENINSULA MENTAL HEALTH SERVICES	PRE-EMPLOY PSYCHOLOGICAL TEST-GASSAW	500.00
	PENINSULA MENTAL HEALTH SERVICES Total		500.00
	PEP-UP INC.	DELIVERY 3/27/23-203 RR AVE	458.33
	PEP-UP INC. Total		458.33
	PITTSBURG TANK AND TOWER	WARRANTY 100,000 ELEV WTR TANK	6,017.05
		WARRANTY 250,000 ELEV WTR TANK	9,855.52
	PITTSBURG TANK AND TOWER Total		15,872.57
	POSTMASTER	2 ROLLS-100 STAMPS EACH	126.00
	POSTMASTER Total		126.00
	PROFESSIONAL STARTUP &	ASST/EVAL MEMBRANE SYSTEM	10,230.00
	PROFESSIONAL STARTUP & Total		10,230.00
	PTA / DELVAL INC.	NEW PARCELS (106)	3,180.00
		QTRLY BILLING/DATA BASE MAINT	7,591.50
		SPLITS/COMBINING PARCELS	30.00
	PTA / DELVAL INC. Total		10,801.50
	QUILL CORPORATION	COPY PAPER (2)	54.36
		COPY PAPER (3)	104.97
		RULED PADS (1 DZ)	15.21
	QUILL CORPORATION Total		174.54
	S&S REPAIR INC	RPR STREET SWEEPER	4,164.91
	S&S REPAIR INC Total		4,164.91
	STEEN, WAEHLER & SCHRIDER-FOX	FEB 2023 BILLING	6,907.64
	STEEN, WAEHLER & SCHRIDER-FOX Total		6,907.64
	STOCKLEY MATERIALS	3 YDS MULCH/ART LEAGUE	81.00
		3 YDS MULCH/TOWN HALL	81.00
		4YDS MULCH-TOWN HALL	108.00
		6 YDS MULCH/MEDIAN	162.00
		6YDS MULCH/TOWN HALL	162.00
		MULCH 10 YDS/CUPOLA	615.00
		MULCH 10YDS/TOWN HALL	307.50
		MULCH/TOWN HALL (10YDS)	307.50
	STOCKLEY MATERIALS Total		1,824.00
	THE GUN SHOP	AMMUNITION-9MM LF PRIMER	215.52
	THE GUN SHOP Total		215.52
	THE MILFORD GUTTER GUYS, LLC	INSTALL 6" GUTTER/TOWN HALL	1,575.00
	THE MILFORD GUTTER GUYS, LLC Total		1,575.00
	TWISTING STEEL METAL DESIGNS	INSP 4" WATER LINE/BASIN	1,408.00

March 2023 Bills

GENERAL	TWISTING STEEL METAL DESIGNS, INC. Total		1,408.00
	UNITED ELECTRIC SUPPLY-DAGS	FUSES (10)	202.30
		LIGHT BALLAST (3)	47.58
	UNITED ELECTRIC SUPPLY-DAGS Total		249.88
	URS CORPORATION	2000727037/MILLSBORO BLDG INSPEC	32,200.25
		2000736746/MILLSBORO BLDG INSPEC	28,132.69
	URS CORPORATION Total		60,332.94
	VERDANTAS LLC	CSHS-IRRIG RECLAIMED WTR	2,829.00
	VERDANTAS LLC Total		2,829.00
	VERIZON WIRELESS	2/21/23-3/20/23 SEWER	792.02
		2/21/23-3/20/23 WATER	198.01
	VERIZON WIRELESS Total		990.03
GENERAL Total			366,950.15
WITHHOLDING	TEAMSTERS LOCAL 326	APR 2023 BILLING	1,178.00
	TEAMSTERS LOCAL 326 Total		1,178.00
WITHHOLDING Total			1,178.00
MSAF	ALLAN MYERS MD, INC	COLD PATCH-9.60 TONS	1,344.00
	ALLAN MYERS MD, INC Total		1,344.00
MSAF Total			1,344.00
SALLE	BAKER BALLISTICS	RIFLE BALLISTIC SHIELDS	5,502.00
	BAKER BALLISTICS Total		5,502.00
SALLE Total			5,502.00
SEWER IMPACT	WILMINGTON TRUST COMPANY	SWR INTEREST/PMT 5/1/23	333,500.00
	WILMINGTON TRUST COMPANY Total		333,500.00
SEWER IMPACT Total			333,500.00
WATER IMPACT	WILMINGTON TRUST COMPANY	WTR INTEREST/PMT 5/1/23	27,500.00
	WILMINGTON TRUST COMPANY Total		27,500.00
WATER IMPACT Total			27,500.00
BUILDING COM	DAVIS, BOWEN & FRIEDEL, INC.	2022A005.E01/PROCURE & CONSTRUC PHAS	15,543.55
	DAVIS, BOWEN & FRIEDEL, INC. Total		15,543.55
BUILDING COMP FEE Total			15,543.55
WSFS TT 1%	L/B WATER SERVICE INC	3/4" SHORT IPERL METER W/CABLE	32,482.08
		CABLE FOR MODEMS	100.00
		MODEM & ADAPTER/BASE STATION	3,100.00
	L/B WATER SERVICE INC Total		35,682.08
	SUSSEX CONSERVATION DISTRICT	WHITE FARM RIBS/INSPEC FEE	5,195.00
	SUSSEX CONSERVATION DISTRICT Total		5,195.00
	VERDANTAS LLC	104620E/WHITE FARM RIB EXPAN HSR	77,438.50
	VERDANTAS LLC Total		77,438.50
WSFS TT 1% Total			118,315.58
FUND TO COMB	ATLANTIC TACTICAL	BLACKHAWK T-SERIES GLOCK HOLSTER (2)	324.93
		HOLSTERS	1,412.64
		HOLSTERS-REPLACEMENTS	941.76
	ATLANTIC TACTICAL Total		2,679.33
FUND TO COMBAT VIOLENT CRIME Total			2,679.33
Grand Total			872,512.61



# **MILLSBORO POLICE DEPARTMENT MONTHLY COUNCIL REPORT April 2023**

## **TRAINING**

1. March 7<sup>th</sup>- 10<sup>th</sup>, Det. Christopher Ebke attended Human Trafficking training hosted by the Delaware State Police.
2. March 20<sup>th</sup> -21<sup>st</sup>, PFC Dallas Millner, and Ptlm. Cole Revel attended ALERT training, hosted by the Ocean View Police Department.
3. March 28<sup>th</sup> – 30<sup>th</sup>, Sgt. Evan Rogers received training as a Red Dot Firearms Instructor in Green Lane, Pennsylvania.

## **CALEA UPDATE**

There are no CALEA Accreditation updates to report.

## **Personnel Update**

1. \* During this council meeting Chief Calloway will introduce the agency's new police recruit (Sean A. Gassaway). Recruit Sean Gassaway was selected to attend the Dover Police Academy which is scheduled to begin on April 16<sup>th</sup>, 2023.

## **Community Events**

There were no community events scheduled for the month of March.  
Below is a reminder of all upcoming Millsboro community events:

1. May 20<sup>th</sup>- (0900- 1300 hrs.) Millsboro Bicycle Rodeo (Lowes)
2. July 13<sup>th</sup> – 21<sup>st</sup> – Millsboro Police Youth Academy

## **Grant Application**

There are no grant applications to report.

**MILLSBORO POLICE DEPARTMENT  
MONTHLY COUNCIL REPORT  
April 2023**

**Millsboro Police Station Update:**

1. Community room concrete slab is scheduled to be completed by the end of March.
2. Roof trusses scheduled for delivery for the first week on April. Building is scheduled to be enclosed by the end of April.
- 3.\* Change Order # 4 – Advantech Security Systems
  - a. Additional Cameras (4)
    - i. Cameras in Evidence Processing Areas (3)
    - ii. Exterior Camera (1)
  - b. Additional Panic Buttons (6)
  - c. Additional Key Pad Readers (10)

**Roadway Closures/ Updates**

There are no roadway closures or updates to report.



Agreement # 12502-1-1

Submission Date: March 30, 2023

Division of Sales & Estimating

Client:	Millsboro Police Department
Project:	Millsboro PD - Panic Buttons, Keypad Card Readers, & Video Surveillance
Project Address:	Ellis St, Millsboro, DE 19966
Bill To Address:	322 Wilson Hwy, Millsboro, DE 19966
Submitted To:	Brian Calloway, brian.calloway@cj.state.de.us, 302-934-8174 Ryan Kelly, Ryan.Kelly@advantechsecurity.net, (302) 674-8405, fax (302) 674-3698, www.advantechsecurity.net
Submitted By:	

**Scope of Work – Panic Buttons:**

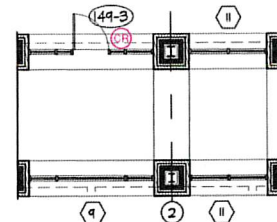
**A3 Communications Inc. DBA Advantech (“ADVANTECH”) State of Delaware Supplier ID number 0000555214**, shall install six panic buttons throughout the facility. When pressed, the buttons shall activate five, blue strobe lights within the facility. Additionally, the buttons shall integrate with the Fire Alarm system and play a message identifying the location of the pressed panic button (For example, “Officer in need of assistance in the Detective’s Interview Room”).

**Scope of Work – Keypad Card Readers:**

**Advantech** shall replace the ten standard access control card readers for the project with ten keypad card readers.

**Scope of Work – Access Control Expansion:**

**Advantech** shall expand the existing access control system with the addition of door 149-3. This installation shall include a card reader, electric strike, door contact, request to exit motion detector, and additional door control equipment. Pricing assumes that door hardware for 149-3 shall match door 147-1 as specified in AIA Proposal Request documentation.

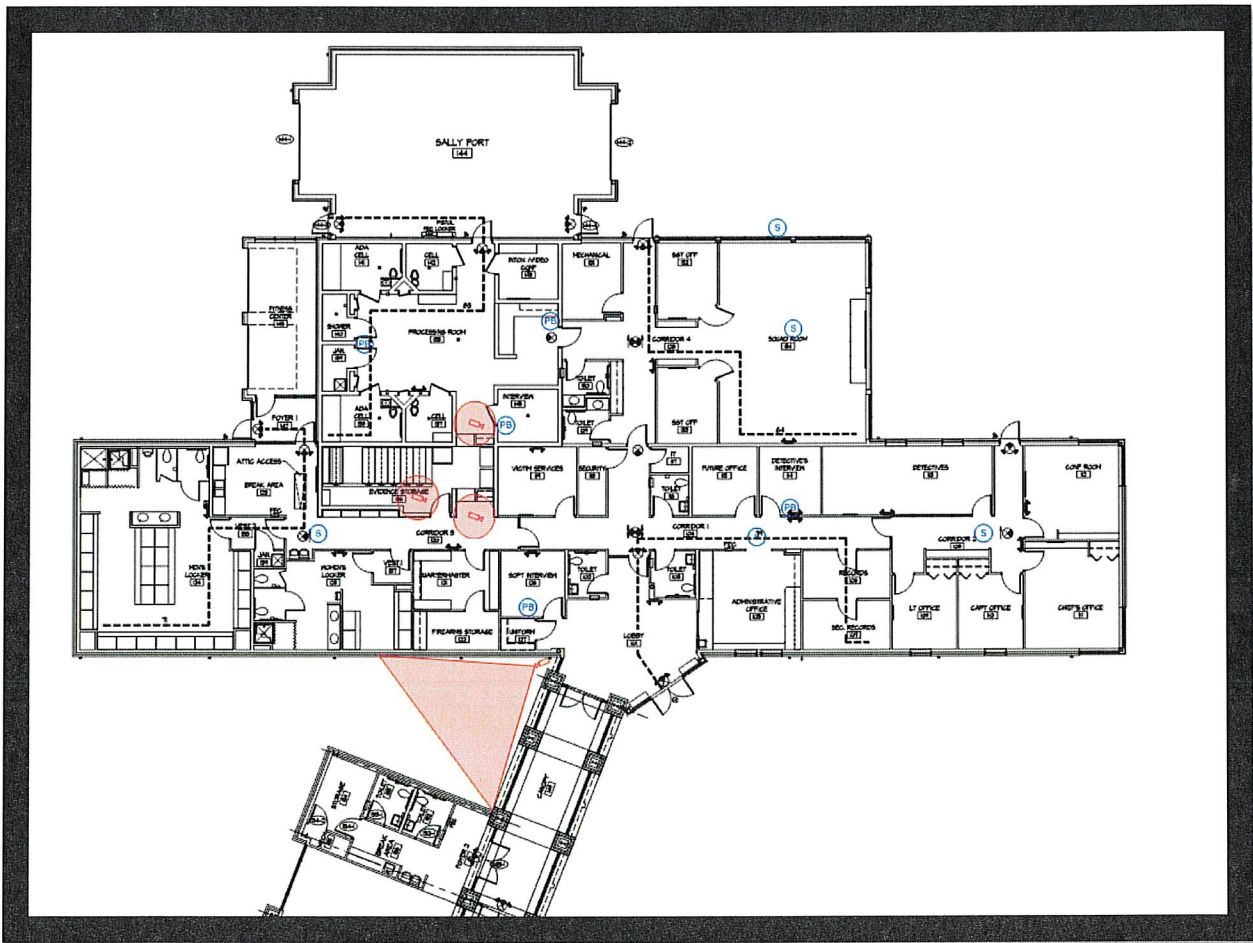


**Scope of Work – Video Surveillance:**

**Advantech** shall install four additional cameras on the video surveillance system. These cameras shall be installed in the following locations:

- 8-megapixel, fixed view dome camera (1)
  - Exterior blind spot between Firearms Storage and Training Room
- 12-megapixel, panoramic 360-degrees camera with built in microphone (3)
  - Processing Room 135 over Counter for Evidence Storage 136
  - Corridor 120 over Counter for Evidence Storage 136
  - Evidence Storage 136

## Device Locations:



## Special Conditions:

1. Pricing is subject to change if this Agreement is not accepted within 30 days of the Submission date.
2. This project has been priced assuming first shift hours which are Monday – Friday 7:00AM – 4:00PM, excluding Federal Holidays. Work requested outside first shift hours will be subject to overtime rates.
3. Any necessary patching, painting, drywall repair, etc. by CLIENT.
4. **NOTICE: THIS PROPOSAL IS CONTINGENT ON A LACK OF IMPACT BY THE CORONAVIRUS NATIONAL EMERGENCY.** Given the existence of the coronavirus pandemic, Advantech will use its best efforts to staff and supply this project to be meet the scheduled completion date. However, Advantech reserves its right to seek an excusable extension of time if the work is unable to maintain planned crew sizes due to the illness, material/supply shortages, or governmental restraints on business, travel and/or assembly. To the extent that the project is suspended pursuant to the terms of the proposed we may seek additional costs associated with the suspension.

**Investment Summary****Purchase****Change Order – Panic, Access, & Video:****\$28,925.00****Credit – Standard Card Readers (10):****(\$2,535.00)****Net Change Order:****\$26,390.00****State of Delaware Supplier ID number 0000555214****Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_****Print Name: \_\_\_\_\_****Project Pricing and Payment Terms and Conditions, unless otherwise noted in this Agreement:**

- Payment Terms – 50% upon acceptance & mobilization, 40% upon system operational, 10% upon final training and commissioning.

**General Conditions:**

The same conditions statements apply to this Change Order that were agreed to in proposal 12502-1-0.  
This is Change Order #12502-1-1.



Plantation Lakes Water Treatment Plant Change Orders  
Date Prepared: 3/29/2023

5

Original Contract amount \$ 13,929,000.00  
Original substantial completion date 25-Apr-22

Change Order	Date	Amount	New Contract Amount	New substantial completion date	Reason for change order
1	11/2/2021	NA	NA	20-Jun-22	Power supply delays
2	2/2/2022	\$ (5,810.00)	\$ 13,923,190.00	NA	Window valve engineering credit
3	2/3/2022	\$ 37,456.02	\$ 13,960,646.02	NA	Electrical changes
4	2/7/2022	\$ 25,711.50	\$ 13,986,357.52	NA	Fire Suppression system redesign
5	3/25/2022	\$ 22,241.67	\$ 14,008,599.19	NA	Well enclosure, elect. Changes, butterfly valve change, Polymer pump change
6	5/2/2022	\$ 6,899.66	\$ 14,015,498.85	NA	CMU control joints, Zickert Panel 316 SS
7	6/20/2022	\$ 39,527.25	\$ 14,055,026.10	NA	FRP filter cover change
8	6/20/2022	\$ 14,773.50	\$ 14,069,799.60	NA	Radio antenna mounting
9	6/24/2022	\$ 336,331.45	\$ 14,406,131.05	28-Apr-23	Extension: Submittal reviews, COVID manpower issues, material/equipment procurement delays; Fee: FRP covers, electrical changes
10	9/16/2022	\$ 28,316.29	\$ 14,434,447.34	NA	Duct route change, electrical for cranes, settler slab support change, J-profile for windows
11	9/28/2022	\$ 28,183.73	\$ 14,462,631.07	NA	Lowering of building footer due to grade elevation change
12	12/14/2022	\$ 5,000.00	\$ 14,467,631.07	NA	Change in dewatering room floor slab
13	1/5/2023	\$ 600,654.61	\$ 15,068,285.68	NA	Includes 7 PCOs, largest being fire pump building addition
14	3/27/2023	\$ 64,342.49	\$ 15,132,628.17	NA	Veneer supports, stairwell alcove ceiling, north gable siding support

TOTAL \$ 1,203,628.17



**DUFFIELD**  
**ASSOCIATES**  
Soil, Water & the Environment

Duffield Associates, LLC  
1060 South Governors Ave., Suite 101  
Dover, DE 19904  
Phone: 302.674-9280  
duffnet.com

March 27, 2023

***Via Electronic Mail***

Carrie A. Kruger, P.E.  
Town Engineer  
The Town of Millsboro  
322 Wilson Highway  
Millsboro, DE 19966

RE: Project No. CB.02015.11; phase 5  
Change Order No. 14  
Plantation Lakes Water Treatment Plant  
Town of Millsboro, Delaware

Dear Ms. Kruger:

For your consideration, I am sending Change Order No. 14 for the subject project. The basis for this change order is for the approval of Contract PCO Nos. 45, 48, 49 and 50. Copies of each PCO included in this Change Order is attached for reference. The Contract Lump Sum Price hereby increases by **\$64,342.49** and the new Contract Lump Sum Price is **\$15,132,628.18**. The Contract Period(s) will remain unchanged and is April 28, 2023, for substantial completion and June 27, 2023, for final completion.

If acceptable, please sign the Change Order **in color** where indicated, scan **in color** and return the scan (e.g., pdf file) to me in an email at [gfreimuth@verdantas.com](mailto:gfreimuth@verdantas.com). We will forward the executed Change Order to the other stakeholders.

If you have any questions, please do not hesitate to contact us.

Sincerely,

DUFFIELD ASSOCIATES, LLC

Greg Freimuth  
Project Manager

GAF/SHL:tm  
\\Headquarters.duffnet.com\DFS\Share\Projects\CB\02015.11 PLANTATION LAKES\Phase 5\Construction Admin\Change Orders\Change Order No. 14\2023-03-27\_To Town\CB.02015.11.0323-TownChangeOrder 14. Ltr.doc

Enclosure: Change Order No. 14

# Change Order (Form C-00 63 63)

No. 14

Date of Issuance: March 23, 2023 Effective Date: \_\_\_\_\_

Project: Plantation Lakes Water Treatment Plant	Owner: Town of Millsboro	Owner's Contract No.: n/a
Contract: n/a		Date of Contract: February 8, 2021
Contractor: Bearing Construction, Inc.		Engineer's Project No.: CB.02015.11; Phase 5

## The Contract Documents are modified as follows upon execution of this Change Order:

Description: See attached supporting documentation.

### Attachments (list documents supporting change):

1. PCO #45 - Veneer Wire Lath Supports (\$4,550.52).
2. PCO #48 - Stairwell Alcove Ceiling (\$5,548.02).
3. PCO #49 - North Gable Siding Support (\$6,846.37).
4. PCO #50 - Sodium Hypochlorite Fill Station Credit (\$-2,602.42)

### CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 13,929,000.00

[Increase] [~~Decrease~~] from previously approved Change Orders No. 1 to No. 13

\$ 1,139,285.68

Contract Price prior to this Change Order:

\$ 15,068,285.69

[Increase] [~~Decrease~~] of this Change Order:

\$ 64,342.49

Contract Price incorporating this Change Order:

\$ 15,132,628.18

### CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (~~days or~~ date): April 25, 2022

Ready for final payment (~~days or~~ date): June 24, 2022

[Increase] [~~Decrease~~] from previously approved Change Orders No. 1 to No. 13:

Substantial completion (days): 368

Ready for final payment (days): 368

Contract Times prior to this Change Order:

Substantial completion (~~days or~~ date): April 28, 2023

Ready for final payment (~~days or~~ date): June 27, 2023

[Increase] [~~Decrease~~] of this Change Order:

Substantial completion (days ~~or~~ date): 0

Ready for final payment (days ~~or~~ date): 0

Contract Times with all approved Change Orders:

Substantial completion (days ~~or~~ date): April 28, 2023

Ready for final payment (days ~~or~~ date): June 27, 2023

### RECOMMENDED:

By:   
Engineer (Authorized Signature)

Date: March 23, 2023

Approved by Funding Agency (if applicable):

Date: \_\_\_\_\_

### ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

Approved by Funding Agency (if applicable):

Date: \_\_\_\_\_

### ACCEPTED:

By:   
Contractor (Authorized Signature)

Date: 24 MAR 2023

Approved by Funding Agency (if

Date: \_\_\_\_\_

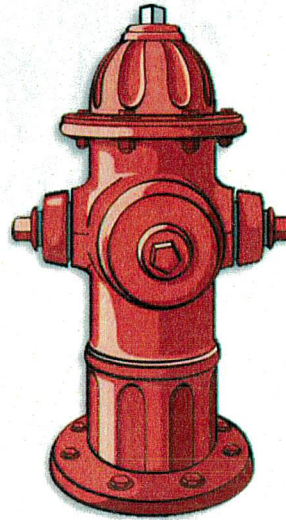




Town of  
**MILLSBORO**  
DELAWARE

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# SEASONAL HYDRANT FLUSHING



**End  
of  
April  
2023**

THE TOWN OF MILLSBORO WILL BE  
CONDUCTING SEASONAL HYDRANT FLUSHING  
AT THE END OF APRIL.

IF ANY DISCOLORATION APPEARS IN THE  
WATER, RUN THE COLD WATER TAP FOR A FEW  
MINUTES UNTIL IT IS CLEAR. EXPECT PERIODS  
OF LOW PRESSURE AND TEMPORARY  
WATER LOSS.

Contact Millsboro DPW at (302) 934-8171 with any questions



Office of the Town Manager  
Town of Millsboro

322 Wilson Highway  
Millsboro, Delaware 19966  
(302) 934-8171  
(302) 934-7682 (Fax)  
town@millsboro.org

Jamie Burk, Town Manager

Brian Calloway, Chief of Police  
George ("Kenny") Niblett, Director of Public Works  
Matthew Hall, Director of Finance and Technology  
Carrie Kruger, PE, Town Engineer

Joanne Dorey, Town Clerk

Cupola Park  
Stage Rental

RECEIVED

MAR 08 2023

Name Josephine Whale MILLSBORO TOWN HALL

agrees to rent the stage for the sum of (\$100.00) one hundred dollars on

Date 06/18/2023  
from 3 p.m. (a.m./p.m.) to 7:00 (a.m./p.m.) for the  
purpose of ministry outreach celebration - Father's Day.

The renter agrees that the stage will be left in the same condition prior to the  
scheduled event and to hold the Town harmless of any liability.

Signature of Lessee

Josephine Whale

Address of Lessee 23500 Crooked Crk. Georgetown, DE 19947

Telephone number 302-853-3034

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Town Manager



03/08/2023

My name is Louise J. Whale  
and I was responsible along  
with The town of Millsboro's  
help that put the special  
needs swings in the park.

I would like to know if the  
fee for the sand stand for this  
event could be waived for  
June 18, 2023. It is a

special Fathers Day Celebration  
along with recognition of

24 Celine's B-day on 06/19/2023.  
She would've been 23. 'over'

Thank you for your consideration.

Sincerely,

Louise J. Whale.

Josie Whale

302-853-3034

If not please still allow  
the date and I'll try to  
find a way to get the fee.  
Thank you.



**Report of the Special Committee on Annexation  
to the Town Council of the Town of Millsboro**

**APPLICATION FOR ANNEXATION**

**Sussex County Tax Map and Parcel Numbers 133-16.00-95.01 & 133-16.00-100.01**

**1-33 Associates, LLC.**

**February 2, 2022**

In accordance with the terms and conditions contained in the resolution adopted by the Town Council of the Town of Millsboro at its regular meeting on January 3, 2023, the special committee on annexation is hereby submitting this report to the Town Council—and is doing so within the required 90-day time frame.

The committee met on February 1, 2023 at 1:00 p.m. Committee members Brad Cordrey and Kimberley Kaan were present. Ron O'Neal was absent. Town Manager Jamie Burk, Assistant Town Manager Ashleigh Sander, Public Works Director Kenny Niblett, and Town Engineer Carrie Kruger also were present. Dr. Richard Carroccia, Kelly Otwell, Anna Bowers and Jeff Clark were present representing the applicant.

The purpose of the meeting was to discuss the possible annexation and zoning of the properties in question as requested in the application.

The parcels meet the requirement listed in § 4-1 of the *Code of the Town of Millsboro* that indicates that land under consideration for annexation must be contiguous to property already located within Town limits. This property meets this requirement.

The committee has identified the following as some of the advantages associated with the possible annexation of the parcel:

- Expansion on the highway: Annexation of this parcel would increase the Highway Commercial (HC) District of the zoning code, which is a goal in the Town of Millsboro Comprehensive Development Plan.
- Trigger other highway locations: If this parcel is annexed into the Town, it may in turn, trigger additional surrounding businesses contiguous to the property to annex in, in the HC zoning district as well.
- Other positive financial impacts: Property values in the area might further increase—which would, of course, be a benefit to nearby property owners. The Town would benefit from any increase as well. If the parcel were to be developed, Town tax, water and sewer revenues would likely go up also.
- Needed medical services: If the parcel is annexed in, the business conducted on the property is medical, and is a needed service within the Town.
- Decreased complaint response time: For liability-related reasons, Millsboro police officers must currently wait until dispatched by SusCom to respond to non-Town based complaints. If the parcel were located in Town limits, officers could instead respond immediately- which the committee assumes would lead to a slight decrease in average response time- which would, of course, benefit the public in general and patients and staff in particular.
- Other positive financial impacts: Property values in the area might further increase—which would, of course, be a benefit to nearby property owners. The Town would benefit from any increase as well. If the parcel were to be developed, Town tax, water and sewer revenues would likely go up also.
- Department of Natural Resources (DNREC) is favorable to getting properties with the use of septic out of the watershed: With consideration of the parcel being in close proximity to a body of water, DNREC is typically favorable to properties with a septic system being annexed into town. The annexation would permit the parcel to utilize town utilities (water and sewer), rather than the use of septic within close proximity to the body of water.

The committee identified the following disadvantages associated with the possible annexation of the parcel:

- Create an enclave: If this parcel is annexed into the Town, an enclave may be created if the neighboring properties do not annex into the Town.

Recommendation of the Committee whether to proceed or not with the proposed annexation:

The Committee recommends the annexation process proceed to a Public Hearing for the proposed annexation of 1-33 Associates, LLC.

Recommendation for zoning:

The property is currently located in the Sussex County zoning district of Commercial (CO) and the applicant is seeking the property to be located in the Town of Millsboro zoning district of Highway Commercial (HC) upon annexation. The Committee supports this request if the property becomes annexed into the Town of Millsboro.

In light of the preceding, the committee recommends that the Town Council pass a resolution scheduling a public hearing on the matter in question for April 3, 2023, at 7:00 p.m. However, **the committee suggests that Council only approve the annexation request once the property is clearly eligible for annexation and any possible map amendments are approved by the office of State Planning.**

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Ron O'Neal, Chair

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Brad Cordrey

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Kimberley Kaan



Report of the Special Committee on Annexation  
to the Town Council of the Town of Millsboro

APPLICATION FOR QUIT CLAIM OF BARKER ALLEY

Sussex County Tax Map and Parcel Number 133-17.13-118.00

March 20, 2022

In accordance with the terms and conditions contained in the resolution adopted by the Town Council of the Town of Millsboro at its regular meeting on March 6, 2023, the special committee on the Barker Alley Quit Claim is hereby submitting this report to the Town Council—and is doing so within the required time frame.

The committee met on March 16, 2022, 2022 at 1 p.m. Committee members Jim Kells (chair), Larry Gum and Kimberley Kaan were present. Town Manager Jamie Burk, Assistant Town Manager Ashleigh Sander, Public Works Director Kenny Niblett, and a representative of the applicant, Mark Davidson of Pennoni, were also present.

The purpose of the meeting was to identify advantages and disadvantages of making the proposed change, and to determine whether to recommend or disapprove of the proposed change in the report to Town Council.

The committee has identified the following as some of the “pros” associated with the possible approval of quit claim:

- Safety Benefit: Moving the drive aisle further from the building will be a safety benefit to prevent vehicles from passing through close to the building entrance and exit.
- Downtown Upgrade: Possible business revitalization to enhance downtown upgrades.
- Maintenance: The Town will no longer have maintenance responsibilities or liabilities of the Alley.
- Utility Impact: There are no utilities that would be impacted.
- Easement Removal: Removal of an easement that causes a split through a parcel.

The committee has identified the following as some of the “cons” associated with the possible annexation of the parcel:

- Loss of Municipal Street Aid: There will be a minimal amount of loss in Municipal Street Aid.

In light of the preceding, the committee recommends that the Town Council pass a resolution scheduling a public hearing on the matter in question for May 1, 2023, at 7:00 p.m.

\_\_\_\_\_  
Jim Kells, Chair

\_\_\_\_\_  
Larry Gum

\_\_\_\_\_  
Kimberley Kaan



		MISC BILLINGS- NEW BALANCE			
		3/31/2023			
Date	Acct	Name	Amount		Rpt Code
1/6/2003	723	Buffalo Construction	0.11	Interest	GenMis
1/6/2003	723	Buffalo Construction	0.07	Interest	GenMis
1/6/2003	723	Davis, Bowen & Friedel, Inc	46.96	Interest	GenMis
1/6/2003	723	Knollwood Development	24.88	Interest	GenMis
1/6/2003	723	Millwood Acq	0.03	Interest	GenMis
1/6/2003	723	Millwood Acq	16.42	Interest	GenMis
8/3/2022	223	Knollwood Development	24.88	Interest	GenMis
8/3/2022	223	Millwood Acq	2.14	Interest	GenMis
9/6/2022	323	Buffalo Construction	7.03	Interest	GenMis
9/6/2022	323	Buffalo Construction	4.69	Interest	GenMis
9/6/2022	323	Knollwood Development	24.88	Interest	GenMis
9/6/2022	323	Millwood Acq	2.14	Interest	GenMis
10/4/2022	423	Buffalo Construction	7.03	Interest	GenMis
10/4/2022	423	Buffalo Construction	4.69	Interest	GenMis
10/4/2022	423	Knollwood Development	24.88	Interest	GenMis
10/4/2022	423	Millwood Acq	2.14	Interest	GenMis
10/11/2022	423	Knollwood Development	-0.90	Interest	GenMis
10/26/2022	423	Mid-Atlantic Commercial Group	-0.01	Interest	GenMis
11/9/2022	523	Buffalo Construction	0.11	Interest	GenMis
11/9/2022	523	Buffalo Construction	0.07	Interest	GenMis
11/9/2022	523	Knollwood Development	24.88	Interest	GenMis
11/9/2022	523	Millwood Acq	2.14	Interest	GenMis
12/2/2022	623	Buffalo Construction	0.11	Interest	GenMis
12/2/2022	623	Buffalo Construction	0.07	Interest	GenMis
12/2/2022	623	D,B&F	0.79	Interest	GenMis
12/2/2022	623	Millwood Acq	0.03	Interest	GenMis
12/6/2022	623	Mid Atlantic Commerical Group	-0.31	Interest	GenMis
2/2/2023	823	Sean O'Brien	54.20	Uniforms	GenMis
2/3/2023	823	Buffalo Construction	0.11	Interest	GenMis
2/3/2023	823	Buffalo Construction	0.07	Interest	GenMis
2/3/2023	823	D,B&F	7.76	Interest	GenMis
2/3/2023	823	D,B&F	58.99	Interest	GenMis
2/3/2023	823	D,B&F	46.96	Interest	GenMis
2/3/2023	823	Knollwood Development	24.88	Interest	GenMis
2/3/2023	823	Millwood Acq	16.42	Interest	GenMis
3/3/2023	923	Buffalo Construction	0.11	Interest	GenMis
3/3/2023	923	Buffalo Construction	0.07	Interest	GenMis
3/3/2023	923	D, B & F	46.96	Interest	GenMis
3/3/2023	923	D, B & F	58.99	Interest	GenMis
3/3/2023	923	Knollwood Development	24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	4.69	Interest	GenMis
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	0.90	Interest	GenMis

29

		MISC BILLINGS- NEW BALANCE			
		3/31/2023			
Date	Acct	Name	Amount		Rpt Code
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	-24.88	Interest	GenMis
3/3/2023	923	Knollwood Development	-4.69	Interest	GenMis
3/3/2023	923	Lennar	77.01	Interest	GenMis
3/3/2023	923	Lennar	96.70	Interest	GenMis
3/3/2023	923	Millwood Acq	16.42	Interest	GenMis
		GEN MISC TOTAL	577.22		
7/1/2022	May	Danny Alo	575.00	Rent/Fee	Railroad Ave
7/1/2022	June	Danny Alo	575.00	Rent/Fee	Railroad Ave
7/1/2022	Apr	Merck	4,320.00	Rent/Fee	Ellis St
7/1/2022	July	Merck	1,080.00	Rent/Fee	Ellis St
		RENT FEE TOTAL	6,550.00		
3/11/2021	921	Knollwood Development	1,658.40	Alderleaf Meadows	engineering fees
12/2/2022	623	Millwood Acq	1,094.50	Westtown Village	engineering fees
2/3/2023	823	Lennar	5,133.84	Plantation Lakes	engineering fees
2/3/2023	823	Lennar	6,446.39	Plantation Lakes	engineering fees
3/3/2023	923	D,B & F	2,229.54	Somerton Chase	engineering fees
3/3/2023	923	Lennar	462.00	Plantation Lakes	engineering fees
3/3/2023	923	Lennar	951.47	Plantation Lakes	engineering fees
3/3/2023	923	Lennar	6,795.33	Plantation Lakes	engineering fees
3/3/2023	923	Lennar	14,426.98	Plantation Lakes	engineering fees
3/3/2023	923	Mid Atlantic Commerical Group	5,535.37	Plantation Lakes	engineering fees
		ENGINEERING TOTAL	44,733.82		
5/28/2015	1115	Tana Simpson- Warren	180.00	1117 Houston Acres ser # 7	Mtr-parts
12/13/2022	623	NVR, Inc Ryan Homes	225.00	meter parts	Mtr-parts
3/15/2023	923	WAWA	2,014.59	28512 DuPont	Mtr-parts
3/30/2023	923	Afsaneh Taleb	260.00	3103 Caitlin's Way	Mtr-parts
		MTR/PRTS TOTAL	2679.59		
2/19/2015	815	Norman & Karen Laffey	100.00	23517 Tristan Lane 2/16/20	On/Off Wtr
		ON/OFF WTR TOTAL	100.00		
2/7/2020	820	Arcardis	708.45	Church St	Sewer Revenue
6/21/2021	1221	Tonald Trucking	226.71	Old Lanidng Rd & Mitchell	Sewer Revenue
		SEWER REVENUE TOTAL	935.16		
2/13/2023	823	Dave Prettyjohn	360.00	Slip # 13	Boat Slip
2/13/2023	823	Dave Jones, II	360.00	Slip # 15	Boat Slip
2/13/2023	823	Bruce Atkins	360.00	Slip # 16	Boat Slip

30

		MISC BILLINGS- NEW BALANCE			
		3/31/2023			
Date	Acct	Name	Amount		Rpt Code
2/13/2023	823	Kelly Skrzec	360.00	Slip # 17	Boat Slip
2/13/2023	823	Al Brewington	360.00	Slip # 18	Boat Slip
2/13/2023	823	Michael Wisnieski	360.00	Slip # 21	Boat Slip
2/13/2023	823	Keith Rogers	360.00	Slip # 22	Boat Slip
2/13/2023	823	Lisa Graber	360.00	Slip # 19	Boat Slip
3/30/2023	923	Lisa Graber	-360.00	Slip # 19	Boat Slip
		BOAT SLIP TOTAL	2,520.00		
		GRAND TOTAL	58,095.79		
NEW BALANCE		DEBITS	CREDIT	write off	OLD BALANCE
58,095.79		1,175,800.81	1,152,550.35	2515.01	37,360.34
				Art League, Pine Brick & Int	

31



Town of Millisoro  
Building Permits  
March 2023

33

Permit #	Owner Name	Property Address	Work Description	Zoning	Cust #	Tax #	Work Cost	Permit Fee
B-010654	FLORENZ REESE	34377 BEAUFORT CT	4' & 6' WHITE VINYL PRIVACY FENCE w/1 GATE	RPC	11039	05740	\$3,552.00	\$90.00
B-010655	SCOTT GARMAN	35315 WRIGHT WAY	6' WHITE VINYL PRIVACY FENCE w/1 GATE	RPC	11072	05448	\$3,000.00	\$85.00
B-010656	ROBERT HAINES	35307 WRIGHT WAY	6' WHITE VINYL PRIVACY FENCE w/1 GATE	RPC	10928	05444	\$2,757.00	\$85.00
B-010659	LENCRAFT, LLC	34295 GRAHAM CIRCLE	THE DORCHESTER	RPC	03082	05921	\$668,867.62	\$2,198.00
B-010660	LENCRAFT, LLC	34284 GRAHAM CIRCLE	THE JESSUP	RPC	03082	05914	\$371,944.24	\$1,376.00
B-010661	LENCRAFT, LLC	34282 GRAHAM CIRCLE	THE MONTEREY	RPC	03082	05912	\$392,538.16	\$1,439.00
B-010662	LENCRAFT, LLC	34280 GRAHAM CIRCLE	THE LAUDERDALE	RPC	03082	05910	\$344,410.63	\$1,295.00
B-010663	LENCRAFT, LLC	34278 GRAHAM CIRCLE	THE JESSUP	RPC	03082	05908	\$376,621.21	\$1,391.00
B-010664	LENCRAFT, LLC	34276 GRAHAM CIRCLE	THE LAUDERDALE	RPC	03082	05906	\$381,977.26	\$1,406.00
B-010666	LARRY A BROWN	29514 GLENWOOD DR	14x18 PAVR PATIO	RPC	09161	02860	\$8,036.50	\$115.00
B-010612	MICHAEL MARKANTONE	361 WINDFLOWER DR	12x20 SCREEN IN PORCH	RPC	10795	04968	\$22,900.00	\$185.00
B-010652	LENCRAFT, LLC	31325 BURKE CT	11x13 DECK	RPC	03082	05798	\$5,000.00	\$95.00
B-010671	PAUL MURPHY	35261 WRIGHT WAY	6' WHITE VINYL PRIVACY FENCE w/1 GATE, 4x6 TRASH ENCLOSURE	RPC	10798	05397	\$4,556.00	\$95.00
B-010635	ALLEN DODSON	34243 RICHMOND RD	ENCL EXISTING DECK w/EZ-BREEZE WINDOWS, ADD 4x4 LANDING w/STAIRS	RPC	10961	05685	\$9,800.00	\$120.00
B-010657	PETER HARRISON	28537 DUPONT BLVD	PRODUCT DISPLAYS - DECK, FENCE, PAVERS, PERGOLA	HC	10488	00537	\$1,000.00	\$50.00
B-010658	ROBERT GRATTON	34229 RICHMOND RD	601sf PAVR PATIO w/SITTING WALL, 4x6 TRASH ENCL, PAVR FRONT STEPS	RPC	10921	05683	\$31,825.00	\$230.00
B-010667	RICHARD RYAN	34250 RICHMOND RD	12x22 DECK w/STAIRS	RPC	10983	05697	\$16,250.00	\$155.00
B-010668	ROXANNE DEVOR	35278 WRIGHT WAY	4x20 DECK EXTENSION	RPC	10865	05380	\$4,560.00	\$95.00
B-010669	JONATHAN HODGES	34238 RICHMOND RD	12x24 DECK w/STAIRS, 12x24 CONCRETE PAD	RPC	10960	05699	\$21,810.00	\$180.00
B-010670	JEFFREY GILLIKIN	35296 WRIGHT WAY	8x20 DECK	RPC	11084	05387	\$7,840.00	\$110.00
B-010672	CHARLES AVOUB	35283 WRIGHT WAY	10x16 DECK	RPC	10911	05407	\$7,400.00	\$110.00
B-010680	KELLY SPORRER	26077 TULIP CRSG	4' WHITE PICKET FENCE w/1 GATE	RPC	10614	03913	\$5,093.00	\$100.00
B-010679	LENCRAFT, LLC	34262 GRAHAM CIRCLE	THE JESSUP	RPC	03082	05893	\$371,944.26	\$1,376.00
B-010675	LENCRAFT, LLC	34302 GRAHAM CIRCLE	THE LAUDERDALE	RPC	03082	05925	\$381,977.26	\$1,406.00
B-010676	LENCRAFT, LLC	34270 GRAHAM CIRCLE	THE MONTEREY	RPC	03082	05900	\$344,410.63	\$1,295.00
B-010677	LENCRAFT, LLC	34266 GRAHAM CIRCLE	THE JESSUP	RPC	03082	05896	\$371,944.24	\$1,376.00
B-010678	LENCRAFT, LLC	34264 GRAHAM CIRCLE	THE LAUDERDALE	RPC	03082	05895	\$344,410.63	\$1,295.00
B-010685	LENCRAFT, LLC	34268 GRAHAM CIRCLE	THE JESSUP	RPC	03082	05898	\$376,621.21	\$1,391.00
B-010684	LENCRAFT, LLC	34286 GRAHAM CIRCLE	THE LAUDERDALE	RPC	03082	05915	\$344,410.63	\$1,295.00
B-010683	LENCRAFT, LLC	34288 GRAHAM CIRCLE	THE MONTEREY	RPC	03082	05897	\$389,219.02	\$1,430.00
B-010682	LENCRAFT, LLC	34260 GRAHAM CIRCLE	THE MONTEREY	RPC	03082	05891	\$392,538.16	\$1,439.00
B-010681	JASON HERNANDEZ	29021 ST THOMAS BLVD	6' WHITE VINYL FENCE w/1 GATE	HR	09395	03190	\$2,575.00	\$85.00
B-010653	BEVERLEE SCOTT	31326 OLNEY WAY	SCREEN IN EXISTING DECK, INSTALL HANDRAIL TO FRONT PORCH STEP	RPC	10330	05622	\$2,615.00	\$90.00
B-010665	VICKI WALTON	34264 RICHMOND RD	FINISH BASEMENT	RPC	10945	05694	\$22,000.00	\$180.00
B-010651	LENCRAFT, LLC	37039 HAVELOCK CT	11x13 DECK w/STAIRS	RPC	03082	05763	\$8,800.00	\$115.00

Total Permits = 77  
New Houses = 20  
Renovations = 56  
Commercial = 1



Town of Millisoro  
Building Permits  
March 2023

Permit #	Owner Name	Property Address	Work Description	Zoning	Cust #	Tax #	Work Cost	Permit Fee
B-010633	RANDALL HOSILYK	37008 HAVELOCK CT	FINISHED BASEMENT	RPC	11031	05692	\$37,120.00	\$260.00
B-010687	CALEB MILLSBORO, LLC	25027 ASPEN CIR	THE DOMINICA SPRING	RPC	08514	03933	\$324,539.28	\$1,235.00
B-010688	BRIAN WEIL	35295 WRIGHT WAY	6" VINYL PRIVACY FENCE w/1 GATE, 4X6 TRASH ENCLOSURE	RPC	10994	05409	\$4,130.00	\$95.00
B-010691	GREENE FAMILY TRUST	34371 BEAUFORT CT	4" HIGH WHITE VINYL FENCE w/2 GATES	RPC	11032	05738	\$4,743.00	\$95.00
B-010692	MICHAEL HUNTEMANN	26016 TULIP CROSSING	4" HIGH WHITE VINYL FENCE w/1 GATE	RPC	11104	05655	\$4,413.00	\$95.00
B-010674	LENCRAFT, LLC	31317 BURKE CT	12x17 DECK	RPC	03082	05796	\$7,140.00	\$110.00
B-010686	LENCRAFT, LLC	31322 BURKE CT	12X24 DECK	RPC	03082	05804	\$10,080.00	\$125.00
B-010689	ROBERT W. BARNHARDT	29458 GLENWOOD DR	HOT TUB	RPC	07474	02298	\$10,000.00	\$120.00
B-010690	EDWARD A CONOLLY	23 HUNTER'S POINTE	REMODEL 2nd FLOOR BEDROOM, POWDER ROOM, AND LOFT	HR	08061	00190	\$23,300.00	\$190.00
B-010694	RUBY MYSZKIEWICA	26037 TULIP CRSG	8X20 PAVER PATIO, 10X12 SHED	RPC	10867	03922	\$14,000.00	\$140.00
B-010632	PHILLIP JONES	363 WINDFLOWER DR	16x16 SCREEN PORCH	RPC	10952	04969	\$20,000.00	\$170.00
B-010389	CALEB MILLSBORO, LLC	27017 GREENLEAF DR	THE ELM	RPC	08514	03846	\$377,794.67	\$1,394.00
B-010693	LENCRAFT, LLC	24240 CHARLESTON LN	THE CANTON	RPC	03082	05827	\$335,606.02	\$1,268.00
B-010695	CALEB MILLSBORO, LLC	25207 SWEETGUM WAY	THE GRAND BAHAMA	RPC	08514	03826	\$262,019.27	\$1,049.00
B-010696	CALEB MILLSBORO, LLC	25022 ASPEN CIR	THE GRAND BAHAMA	RPC	08514	03896	\$262,019.27	\$1,049.00
B-010697	LORENA FORGOSH	609 MAIDSTONE CT	8x12 DECK w/STEPS, 4" WHITE VINYL PICKET FENCE w/1 GATE	RPC	10910	02084	\$17,990.00	\$160.00
B-010719	RICHARD CHRZANOWSKI	31116 OLNEY WAY	4" BLACK ALUMINUM FENCE w/2 GATES	RPC	09881	05224	\$4,800.00	\$95.00
B-010699	GREGANA Y FARKAS	27947 HOME FARM DR	REM/REP GARAGE DOOR, ROOF, SIDING, REPAIR INSIDE OF GARAGE	RPC	07007	03361	\$5,000.00	\$95.00
B-010713	MONICA LOVE	32413 GASTON DR	6" WHITE VINYL PRIVACY FENCE w/1 GATE, 4X6 TRASH ENCLOSURE	RPC	11023	04740	\$4,469.00	\$95.00
B-010711	WENDY RAYNER	35345 WRIGHT WAY	6" WHITE VINYL PRIVACY FENCE w1 GATE	RPC	11037	05455	\$2,665.00	\$85.00
B-010710	DARIN SHOCKER	35343 WRIGHT WAY	6" WHITE VINYL PRIVACY FENCE w1 GATE, 4X6 TRASH ENCLOSURE	RPC	11041	05454	\$4,034.00	\$95.00
B-010709	MARVEN HERNANDEZ	35357 WRIGHT WAY	6" WHITE VINYL PRIVACY FENCE w1 GATE, 4X6 TRASH ENCLOSURE	RPC	11073	05460	\$4,126.00	\$95.00
B-010708	LEO METHVEN	25319 SHELBY CT	4" BLACK ALUMINUM FENCE w/1 GATE	RPC	11156	02608	\$8,649.00	\$115.00
B-010717	VICTOR CARLUCCIO	34258 RICHMOND RD	10x15 DECK, 4X6 TRASH ENCLOSURE	RPC	10985	05695	\$10,040.00	\$125.00
B-010716	KATHLEEN HEIDEL	24313 CASSVILLE LN	12x16 DECK	RPC	10161	05343	\$9,885.00	\$120.00
B-010715	VANI DORAISAMY	35288 WRIGHT WAY	10X20 DECK	RPC	10964	05383	\$9,900.00	\$120.00
B-010714	AMBER BROWN	24723 CHESTER LN	12X20 DECK	RPC	10589	05493	\$11,760.00	\$130.00
B-010707	LENCRAFT, LLC	35414 WRIGHT WAY	8X20 DECK	RPC	03082	05477	\$5,600.00	\$100.00
B-010706	LENCRAFT, LLC	35416 WRIGHT WAY	8X20 DECK	RPC	03082	05478	\$5,600.00	\$100.00
B-010705	LENCRAFT, LLC	35422 WRIGHT WAY	8X20 DECK	RPC	03082	05479	\$5,600.00	\$100.00
B-010704	LENCRAFT, LLC	35424 WRIGHT WAY	8X20 DECK	RPC	03082	05480	\$5,600.00	\$100.00
B-010703	LENCRAFT, LLC	35426 WRIGHT WAY	8X20 DECK	RPC	03082	05481	\$5,600.00	\$100.00
B-010702	LENCRAFT, LLC	35428 WRIGHT WAY	8X20 DECK	RPC	03082	05482	\$5,600.00	\$100.00
B-010701	LENCRAFT, LLC	35430 WRIGHT WAY	8X20 DECK	RPC	03082	05483	\$5,600.00	\$100.00
B-010700	MICHAELA HATLEE	20614 ALBERMARLE LN	12x16 DECK	RPC	10163	04075	\$9,600.00	\$120.00
B-010712	FRANCIS N TYNER	209 IRONS AVE	INSTALL CABLE RAILING AROUND EXISTING CONCRETE PAD	TX	09448	00014	\$750.00	\$50.00

Total Permits = 77  
New Houses = 20  
Renovations = 56  
Commercial = 1

Town of Millsboro  
Building Permits  
March 2023

35

Permit #	Owner Name	Property Address	Work Description	Zoning	Cust #	Tax #	Work Cost	Permit Fee
B-010718	MARY LOU ROLLISON	317 COUNTRY PLACE	HANDICAP RAMP	MR	00745	00750	\$0.00	\$0.00
B-010698	RICHARD L. SPINKS	211 W STATE ST	FINISH 2nd FLR OF GARAGE, INSTALL DRYWALL & ELECTRIC IN DOWNSTAIRS	MR	07695	04870	\$24,000.00	\$190.00
B-010721	STEVEN DIVENUITA	34364 BEAUFORT CT	700sf PAVER PATIO	RPC	11038	05751	\$18,720.00	\$165.00
B-010722	TIMOTHY CROWLEY	33413 HICKORY ST	12x8 STAMPED PATIO	RPC	10907	05574	\$1,900.00	\$80.00
B-010723	ISABELLE NADLER	33245 CLAREMONT CT	30x15 CONCRETE PATIO, 5' BLACK ALUM FENCE w/1GATE, 4x6 TRASH ENCL	RPC	10941	05562	\$9,905.00	\$120.00
B-010724	DEBBIE STAZO	34370 BEAUFORT CT	20x30 PAVER PATIO, 8' WHITE VINYL PRIVACY PANEL, 4x6 TRASH ENCL	RPC	09278	05749	\$24,000.00	\$190.00

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