

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



**Phone: (302) 934-8171
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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
Millsboro Town Council
Regular Council Meeting
Millsboro Council Chamber
322 Wilson Highway
Millsboro, Delaware
March 10, 2014**

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

Pledge of Allegiance

Public Comments - No comments

SECRETARY'S REPORT - Assistant Town Manager Schifano presented the minutes from the February 3, 2014 council meeting for Council's approval. Thoroughgood moved and Hodges seconded to approve the minutes from the February 3, 2014 council meeting as written. Motion approved with Secretary Hastings absent.

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

MILLSBORO FIRE COMPANY - President Mike Mitchell presented. February was a slower month for the department in which they responded to only 21 fire and rescue calls and 147 EMS runs.

Mr. Mitchell thanked the Town for all the support that they gave the fire department during the building fire on Washington Street on March 1st. A special thanks was given to the police department, because without their expert training and devotion to the town, the fire scene

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would not have been so manageable with all of the units responding to help.

The Fire Company's annual fellowship was another success. This year they had a silent auction and live auction to support one of their members who is battling cancer. One of the items was a special designed baseball cap which went for \$ 550.00 dollars.

GREATER MILLSBORO CHAMBER OF COMMERCE - Amy Simmons, Executive Director absent. Assistant Town Manager Schifano presented that the bridal show was a success with ~50 brides in attendance; next year will mark the 20th Annual Bridal Show. The member luncheon will be held March 20, 2014 at Blue Water Grill and the speaker will be Governor Markell. The annual Easter Egg Hunt will be April 19th. Del-One will be sponsoring the event this year. Baker's Hardware will be holding their annual tool show here at the town Center on March 12.

MILLSBORO POLICE DEPARTMENT - Chief Murphy absent.

Thoroughgood presented that the personnel committee interviewed Lee McDaniel and approved to offer him the position. He accepted and is currently in the academy. Petruzella moved and Hodges seconded to ratify the decision that the personnel committee made to hire Lee McDaniel. Motion approved with Secretary Hastings absent.

STREETS - None

RECREATION - Mayor reported that Ms. Debra Doucette, Vice President of The Art League, asked on behalf of the Millsboro Art League to hold the art festival at Cupola Park. This requires approval from the Town since we do not rent out the park. Their hope is that this grows into an annual event and draws visitors to the town. The date they are requesting for the event is June 14, 2014. The park will not be closed to the public during the event. Thoroughgood moved and Truitt seconded to approve the Millsboro Art League to hold the event at Cupola Park on June 14, 2014. Motion approved with Secretary Hastings absent.

WATER AND SEWER REPORT -

Contract G - executive session

Contract H- There isn't a change order for council to discuss. This agenda item was removed.

Sewer Adjustments made to 10026 Bog Iron Drive and 406 Houston Acres due to water leaks, no council action.

MAYOR'S REPORT-

Public Hearing, MR zoning amendment for Day Care, Learning Center. Mr. and Mrs. Spinks have asked to have the medium density zoning amended to include day care education facilities.

Mayor asked if there was anyone that would like to make a comment.

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Mr. Spinks presented that the State does not mandate 75 sq. ft. of playground are that the business is licensed for each child. Mr. Spinks plans for rotation of classes on the playground so that there is 75 sq. ft. per each child that is using the playground at one time. The playground will consist of 2 separately fenced areas; one for children under the age of 2 and one for children that are 2 - 5 years of age. Mr. Spinks also stated they would provide additional space (unfenced) for children who are school age (5 - 12 years). Based on the outside play schedule Mr. Spinks stated he would provide a minimum of 5,850 sq. ft. of outside play space (3,600 sq. ft. fenced and 2,250 sq. ft. unfenced). This will accommodate 75 sq. ft. of playground per child that would be playing outside at any given time.

Mr. Spinks stated that their plan was to have a chain linked fence with a height of 4 feet. He plans on having at least 2 exists from the playground via self-closing gate with a secure device high enough that a young child cannot open it. Mr. Spinks stated that their plan was to have a solid fence of wood lends itself to splinters and weathering. A Solid fence of vinyl is more than double the cost of chain link fencing.

Mr. Spinks reviewed what other daycare facilities had in terms of parking spaces and explained that he didn't know of any other facility that had a ratio of one space per 3 children. Mr. Spinks explained that they were planning on accommodating parking with one space per 10 children ratio. Lastly, Mr. Spinks handed out an attachment outlining these 3 main concerns. (See attachment)

Truitt asked, What about the play equipment for the kids? Mrs. Spinks stated the equipment will be for different age groups within the fenced area. Keenan asked, regarding the fence type and height size, what about the noise or if a basketball goes over the 4 ft. fence? Mrs. Spinks stated that the kids will be loud and if the basketball goes over the fence then a teacher would go and retrieve the ball.

Petruzella stated that he feels this should go back to the committee to discuss again. They will meet before the April meeting. The public hearing will be held open until the April 7, 2014, council meeting.

Liborio - Louviers, LLC - Mary Schrider-Fox presented the development agreement to the council with changes already made. Thoroughgood moved and Petruzella seconded to approve the changes that have been made and give Schrider-Fox permission to send the agreement to the developer. In addition, if the developer is agreeable with these markups, then to go ahead and approve this development agreement. Motion approved with Secretary Hastings absent.

Mosquito Control -DNREC each year requires the town to give approval to spray for mosquitos within the town limits. The town is required to give them a map and also a waiver. Thoroughgood moved and Truitt seconded to approve for the Mosquito Control Department to proceed with spraying in town limits. Motion approved with Secretary Hastings absent.

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Keenan moved and Hodges seconded to recess @ 7:40 Regular Council meeting and to enter at 7:45 into an Executive Session. Motion approved with Secretary Hastings absent.

Regular Session
Reconvene @ 8:22 pm

Thoroughgood moved and Hodges seconded to approve, sign, and submit the 2nd Amendment Agreement to Daisy Construction pertaining To Contract G as presented by Mary Schrider-Fox. Motion approved with Secretary Hastings absent.

8:23 p.m. Keenan moved and Petruzella seconded to adjourn the meeting. Motion approved with Secretary Hastings absent.

Respectfully submitted



Filling in for the Secretary
Matt Schifano
Assistant Town Manager