

**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
FEBRUARY 2, 2015
MILLSBORO TOWN COUNCIL
322 WILSON HIGHWAY
MILLSBORO, DELAWARE**

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

Pledge of Allegiance

Public Comments, none

SECRETARY'S REPORT

Secretary Brady motioned, Hodges second to approve the minutes as written, approved unanimously with Truitt absent.

TREASURER'S REPORT

Bank balances, no council action. Bills; Town Manager Faye Lingo presented the bills for payment. Thoroughgood motion, Brady second to pay the bills from the designated accounts.

Town Manager advised council that the CPI, consumer price index, did go up this year .63%. The ordinance governing impact fee rates allows for there to be an annual increase the same as the CPI. This increase is an automatic increase unless council takes action to not allow the increase. The increase would mean that the water, sewer and building fund total increase will be \$54.00 and the annexation per acre total would increase \$72.00. With no action taken by council the increase will take place as ordinance allows.

MILLSBORO FIRE COMPANY

Mr. Matt Skidmore gave the report for the fire company. Mr. Skidmore reported that the new officers for the fire department were sworn in at the January meeting. They had several junior members that were transferred to senior member and accepted seven new

junior members. Junior members are between the ages of 14 and 18 years and they begin to receive training.

The Delmarva Fireman's Convention is scheduled to take place in Millsboro April 30 through May 2nd with a parade to take place on Saturday in the am. They plan to center a lot of the activities honoring Pastor Bob. He has been an important role not only in the Millsboro area but in the state program as well.

There was another house fire on Hudson Avenue this month. The house was lost but the residents and their pets were saved. Mr. Skidmore thanked council for their continued support.

GREATER MILLSBORO CHAMBER OF COMMERCE

The Chamber Director, Amy Simmons, could not be here this evening so the Town Manager read Ms. Simmons's report. Chamber office will be closed from February 13 thru February 24. Emails will be checked daily but phone calls will not be returned until February 25th. The February Membership Meeting is scheduled for Thursday, February 19 at the Country Kitchen at Noon. The guest speaker will be a representative from the Make A Wish Foundation. The 20th Annual Central Sussex Bridal Show will be held on Sunday, March 15th from noon until three at the Millsboro Town Center. The Business Expo is scheduled for Thursday, April 23rd from 1 pm- 6 pm at the Millsboro Town center. April's membership meeting will also be held that same day and catered by Blue Water Grill. There are over 20 vendors signed up for this event and there are several speakers signed up to do some presentations during the day. We are expecting several more speakers and businesses to sign up.

MILLSBORO POLICE DEPARTMENT

The Chief is not here this evening. There are two education reimbursements needing council's approval. Sgt. Wheatley for \$ 3,443.70 and Ptl. DuFour for \$ 1,154.00. Thoroughgood motion, Brady second to pay as presented, approved unanimously with Truitt absent.

WATER AND SEWER REPORT

The Town manager adjusted the sewer as ordinance allows on 226 Morris Street and 245 Wilson Highway due to water leaks. No council action necessary.

MAYOR'S REPORT

Mary Schrider-Fox advised that the terms and conditions and development agreement are ready to be resubmitted to the developer. They had been forwarded to them in December but there have been some changes that they have not seen. The main purpose of the new revisions are to clean up and include the amendments that have been made over time and put them all in one document. We understand that there will continue to be amendments but this should make it easier from this point forward.

Wharton's Bluff still has a letter of credit with the town. The development has been completed with dedications to the town of the water and sewer and pump station. CABE has submitted their letter of recommendation agreeing to release the letter of credit but before

action can be taken council needs to approve. Hodges motion, O'Neal second to release the letter of credit, approved unanimously with Truitt absent.

Conditional Use Applications:

Chimes Metro, Inc. Sussex County Map 1-33-16.16 parcel 7.00. Lingo explained that the application was for a renewal of an existing conditional use allowing for a residence for the intellectually disabled individuals. There is a day facility located next door on DuPont Blvd. and the applicant believes that having the residence next door was a good fit for their clients. Town Hall has not received any complaints involving this activity. Thoroughgood motioned, Brady second to approve the renewal of the conditional use for two years. Mayor Bryan called for a roll call vote as he would need to abstain. Thoroughgood aye, Keenan aye, Brady aye, O'Neal aye, Hodges aye, Mayor Bryan abstain, Truitt absent. Motion approved.

Patel, Sussex County map 1-33-17.13 parcel 88.01, residence attached to the business. Town manager explained that Mr. Patel had the same conditional use for the existing package store and last year had plans to demolish the existing building on the corner lot, combine parcel 88.00 and 88.01 then renovate the existing building on parcel 88.01 as a package store and add the apartment to that unit. It would mean the same use just in a different building and one lot and building would be gone. Mr. Patel has joined the lots and has Deldot approval, building approval but is still working on other approvals, Fire Marshall, etc. Town solicitor explained if council was agreeable then she would have to redo the resolution to make sure it is clear that one building would be going away and the use transferred to the second building to take place during the year. Brady motioned, Hodges second to approve the conditional use with clarity. O'Neal asked if the motion was for the two year renewal period. Brady confirmed it was. Mayor called for the vote and it was unanimous to approve with Truitt absent.

Mosquito Control; town manager presented the proposal from the Delaware Mosquito program. This is a requirement if the town would like to allow the state to enter town limits for the purpose of mosquito control. It requires a waiver from the town but still does not mean they will actually enter town. We have to notify them that they are needed. Thoroughgood motioned that we approve and at the same time ask that they notify the bee keepers when they spray because it can harm the bees. It was explained that they have it listed on their web site specifically so the bee keepers can check to see what is happening. Brady second, motion approved unanimously with Truitt absent.

World Gym has submitted a request to hold a Strongman Competition and Member Appreciation Event.: They would like to hold the event on March 28th with some of the events inside but some of it taking place outside. Council asked if the owner of the center has approved the event. It would appear to be a positive event for the shopping center but some may consider it interference. Town Manager advised that they have not supplied the town with the documentation that it was approved by the manager or owner. Hodges motion, Keenan second to approve as long as the owner or manager submitted the documentation that they also approved. Motion approved unanimously with Truitt absent.

FEMA Ordinance, Town manager advised council that at the January regular council meeting it was approved to include the 12 inch free board. Since then the town solicitor has been working with the consulting firm of DNREC to make sure the ordinance had all the elements that needed to be included and there have been some additions that need your approval tonight. Town Solicitor explained that most of it was fill in the blanks, ex. When did the town first adopt their ordinance and where will the fema maps be located in town hall. Due to references to different sections of the building code next month on the agenda you will be asked to review those changes and adopt them as well. There is still time since it has to be completed and into FEMA by March 15, 2015. Thoroughgood motion, Brady second to approve the new FEMA Ordinance as presented, approved unanimously with Truitt absent.

7:30 Hodges motion, O'Neal second to recess into executive session at 7:35 pm. Approved unanimously with Truitt absent.

REGULAR SESSION

8:05 pm regular session called to order with Mayor Robert H. Bryan presiding. No change in attendance and no action required.

8:05 pm Keenan motioned, Brady second to adjourn, approved unanimously with Truitt absent.

Respectfully submitted,



Joseph J. Brady,
Secretary