

**MINUTES OF THE MILLVILLE  
TOWN COUNCIL MEETING  
October 8, 2013 @ 7:00PM**

In attendance were Mayor Gerry Hocker, Deputy Mayor Jon Subity, Council Members Robert Gordon, Joan Bennett and Harry Kent; and Town Solicitor Seth Thompson, Town Manager Debbie Botchie, and Town Clerk Matt Amerling.

**1. CALL TO ORDER:**

Mayor Gerry Hocker called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

Mayor Hocker led the pledge of allegiance.

**3. ADOPTION OF TOWN COUNCIL MINUTES**

Deputy Mayor Jon Subity motioned to adopt the Council minutes and Executive Session minutes from September 10, 2013, as well as the Council Workshop minutes from September 24, 2013. Council Member Harry Kent seconded his motion. Motion carried 5-0.

**4. ACCEPTANCE OF TREASURER'S REPORT**

Council Member Joan Bennett presented the Financial Report for month ending 9/30/13.

**September 30, 2013:**

General Revenue:	\$ 30,893.	General Expenses:	\$ 37,510.
Restricted Revenue:	38,581.	Restricted Expenses:	2,401.

Council Member Kent motioned to approve the Treasurer's Report for the month ending September 30, 2013. Deputy Mayor Subity seconded his motion. Motion carried 5-0.

**5. ADMINISTRATIVE REPORT**

Town Manager Debbie Botchie stated she would give Council a full report on her IMCA conference trip to Boston soon. Ms. Botchie stated she will also fully report on the Great Pumpkin Festival after all of the figures are in, but she believes it was a huge success. Ms. Botchie further stated compared to last year's 350 bags handed out to children, there were 550 bags handed out this year; the Indian River JROTC were out to set up and help break down the tables and chairs. Ms. Botchie stated Ms. Ann Hobbs of Happy View Farms was out giving horse rides, which everyone loved, and the band, 33 1/3, got nothing but rave reviews. Ms. Botchie thanked everyone for contributed to a lovely day. Mayor Gerry Hocker stated his thanks to all of those who volunteered and contributed to the festival.

**6. NEW BUSINESS**

**A.** Discuss and possible vote on a site plan submitted by Millville United Methodist Church (MUMC) Board of Trustees to construct a 3,200 square foot social hall next to the Church, located at 36405 Club House Road, 134-12.00-144.00. *Synopsis:* The Planning & Zoning Commission met on August 12, 2013, and approved the MUMC's preliminary site plan for an

addition of a 3200 square foot social hall next to the Church, which will replace the “Wesley House” which fronts Atlantic Avenue.

Mr. Tom Ford, of Land Design Inc., stated he hopes to get this plan approved tonight so the construction can begin. Mr. Ford stated the church is comprised of three parcels of land and Land Design will be proposing a 25-foot access easement that crosses all parcels and pulls them together as a legal matter. Mr. Ford stated the location of the church and the Wesley House, as well as reconfiguring a small portion of the parking lot when the social hall is introduced. Mr. Ford stated MUMC’s plan is to remove the Wesley House and to place a social hall in its place, removing a two-story structure with a one-story structure. Mr. Ford stated there will be minimum disturbance to the site and parking lot, which will have adequate spaces after advising with Kyle Gulbranson of URS, and the Town Code & Building Administrator Eric Evans. Mr. Ford stated after Mr. Gulbranson, Mr. Evans and he talked about how many spaces would be needed for the church and social hall, they came up with the total required parking of 67 spaces, and the total proposed parking being 73, so Land Design is over the requirement. Mr. Ford stated he pointed out the Planning & Zoning that the Town does not have any shared parking criteria, and the Town may want to consider shared parking.

Mr. Ford stated the proposed plan is handicapped-friendly, with handicapped spaces, ramps in the front and rear of the building, and sidewalks six feet wide, which are larger than the handicapped Americans with Disabilities Act (ADA) criteria. Mr. Ford stated there will be benches and sitting areas in the front of the church. Mr. Ford stated Planning & Zoning approved of the plan with the condition that a portion of the sidewalk would not be concluded when the church is built simply because the DelDOT Route 26 improvements is going to raise the grade 18 inches from what is seen today, which causes an issue with drainage. Mr. Ford stated, with the help of Representative Ron Gray, Land Design has gotten DelDOT to put in two catch basins so the drainage will be fine. Mr. Ford presented the approvals of the Fire Marshal and the Soil Conservation District.

Council Member Bennett stated she had a technical question which she referred to Town Solicitor Seth Thompson. Mr. Thompson stated he was looking at the Town’s Code, section 155-66F, “Requirements for final site plans,” and it will be sealed and prepared by a registered Delaware professional land surveyor (PLS). Ms. Bennett stated her question went to the idea that the plan was red-stamped by a PLS and not a professional engineer (PE), and she did not know the Town’s regulations allowed for a PLS stamp versus a PE, which is what she is used to dealing with.

Mr. Thompson asked if the applicant is “OK” with having the one-year timeframe after DelDOT’s completion for MUMC completing the sidewalk. Mr. Ford stated yes, they are OK. Ms. Botchie stated she wanted to call attention to the proposed elevation because Planning & Zoning and the Town are going to have to deal with the elevation also.

Council Member Kent motioned to approve the site plan submitted by MUMC Board of Trustees to construct a 3,200 square foot social hall next to the Church with the Planning & Zoning condition of the sidewalk in front of the church being constructed within one year after DelDOT’s Route 26 widening project. Council Member Bob Gordon seconded his motion. Ms.

Bennett voted yes. Deputy Mayor Subity voted yes. Mr. Kent voted yes. Mr. Gordon voted yes. Mayor Hocker voted yes. Motion carried 5-0.

**7. PROPERTY OWNERS/AUDIENCE COMMENTS:**

Linda Kent, of Cypress Point Trail, stated Council had her report and she is already scheduled for her first market managers class on January 28, 2014. Ms. Kent stated she will be requesting to open next year's farmers market at 8:30 a.m. as opposed to 9:00 a.m. Ms. Bennett asked Ms. Kent why she was proposing an earlier start time. Ms. Kent stated customers were coming to the market earlier and the vendors were in earlier to start, plus it gets customers out of the heat. Ms. Kent stated the call-em-all phone call and Facebook page helped with spreading the word of the market, but she recommends the Town not get involved with accepting state food funding, such as Supplemental Nutrition Assistance Program (SNAP), but if a vendor wants to individually accept it, that would be fine.

**8. ANNOUNCEMENT OF NEXT MEETING:**

Mayor Hocker announced Town Hall would be closed on Monday, October 14, 2013, due to the Columbus Day holiday. Mayor Hocker stated the meeting of the Council will be a Workshop on October 22, 2013. Ms. Bennett asked about the status of the bid package results for the fire and security system. Mr. Gordon stated he, Mr. Kent and Town Code & Building Administrator Eric Evans had to contact the companies to ask a few more questions and Mr. Gordon hopes to have an update for Council at the Town Council meeting on November 12, 2013. Mr. Gordon stated on October 15, 2013, DelDOT is going to have a presentation about the Route 26 project at the South Coastal Library from 4:00 p.m. to 7:00 p.m.

**9. ADJOURNMENT:**

Council Member Bennett motioned to adjourn the meeting at 7:26 p.m. Council Member Kent seconded the motion. Motion carried 5-0.

Respectfully submitted,  
Matt Amerling, Town Clerk