

**MINUTES OF THE MILLVILLE
TOWN COUNCIL MEETING
August 12, 2014 @ 7:00PM**

In attendance were Mayor Gerry Hocker, Deputy Mayor Bob Gordon, Council Members Harry Kent and Steve Maneri; Town Solicitor Seth Thompson; and Town Manager Debbie Botchie. Executive Assistant Matt Amerling was absent.

1. CALL TO ORDER:

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

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ADOPTION OF TOWN COUNCIL MINUTES

A. Adoption of Town Council Minutes – July 8, 2014

B. Adoption of Town Council Executive Session Minutes – July 8, 2014

Council Member Harry Kent motioned to approve the Council and Executive Session minutes for July 8, 2014. Deputy Mayor Bob Gordon seconded the motion. Motion carried 4-0.

4. Financial Reports – Town Manager

Town Manager Debbie Botchie read the Financial Report for the months ending 6/30/14 and 7/31/14.

June 30, 2014:

General Revenue:	\$	149,184.	General Expenses:	\$	58,459.
Restricted Revenue:		45,775.	Restricted Expenses:		0.

July 31, 2014:

General Revenue:	\$	278,242.	General Expenses:	\$	32,937.
Restricted Revenue:		53,876.	Restricted Expenses:		0.

Council Member Kent motioned to approve the Treasurer's Report for the months ending June 30, 2014, and July 31, 2014. Council Member Steve Maneri seconded the motion. Motion carried 4-0.

5. Administrative Matters

A. Administrative Reports for the Month of July 2014 – Town Manager

Mayor Hocker stated item #5 will be struck from the agenda for the evening.

6. New Business

A. Swearing in of new Town Council member Susan Brewer – Town Solicitor Seth Thompson

B. Nomination and selection of Treasurer and Secretary – Mayor Hocker

Mayor Hocker motioned to nominate and appoint Harry Kent to the position of Treasurer. Deputy Mayor Gordon seconded the motion. Motion carried 5-0.

Mayor Hocker motioned to nominate and appoint Steve Maneri to the position of Secretary. Mr. Gordon seconded the motion. Motion carried 5-0.

C. Discussion and possible vote to direct the Town Manager to draft and promulgate an Invitation to Bid in search of an architect to design the Town's new garage.

Ms. Botchie stated at the beginning of the fiscal year, Council discussed regarding the new garage and putting some money in the budget for some research. Ms. Botchie stated what is before Council is a draft drawing put together by Axiom Engineering Firm, identifying the size and that it will fit on the Town's lot per the Code. Ms. Botchie further stated the Town is at the point now where they will need to put out a bid to find an architect to work with Council and the State Police on the design of the building.

Town Solicitor Seth Thompson stated architecture is one of those services which is exempt from the bidding process but is typically a good idea to "create some competition" so the Town may get a better price.

Mr. Kent motioned Council to direct the Town Manager to draft an invitation to bid in search of an architect to design the Town's new garage. Mr. Maneri seconded the motion. Motion carried 5-0. Ms. Botchie added she had spoken with Council Member Brewer to get her up-to-date on the status of the garage and what it all entailed.

D. Discussion for possible vote on Resolution 15-02. Synopsis: If approved, Resolution 15-02 will allow the Town Manager to hire the qualified individual that applied for the Financial Administrator position.

Ms. Botchie stated she chose Lisa Wynn for the position of the Town's Financial Administrator and Ms. Wynn is highly qualified and personable, so she would like to see Council pass this resolution presented tonight.

Mr. Gordon motioned for the Town Manager to hire, based on the terms as presented in Resolution 15-02, Ms. Wynn as the Town's Financial Administrator. Mr. Kent seconded the motion. Motion carried 5-0.

7. Property Owners/Audience Comments and Questions

Ms. Linda Kent, of Cypress Point Trail, stated, as Farmer's Market manager, WBOC TV will be coming to the next Market on Thursday, August 14, 2014. Ms. Kent stated hats and shirts for Operation Seas the Day are on sale at the Market. The next donation event is "Stockings for Soldiers" through RSVP – from September 11 through October 3 – and there will be a drop-off

container available at Town Hall. Ms. Kent stated, as for the Market, the Town is ahead on sales compared to last year.

Ms. Botchie stated there will be an Emergency Preparedness Safety and Health Fair held at Town Hall on Saturday, September 20, 2014, from 10:00 a.m. to 2:00 p.m., and there will be many people from the health and emergency services present – along with Beebe Medical Center, Millville Volunteer Fire Co., and the Ocean View Police Department.

Ms. Botchie stated due to circumstances beyond the Town's control, the Town will not be having the Millville Great Pumpkin Festival this year; however, the Holiday Market is still on schedule for the first Saturday in December this year at Town Hall.

8. Announcement of Next Meeting – The next meeting will be the Town's workshop on August 26, 2014.

9. Adjournment:

Council Member Kent motioned to adjourn the meeting at 7:20 p.m. Deputy Mayor Gordon seconded the motion. Motion carried 5-0.

Respectfully submitted,
Matt Amerling, Executive Assistant