

**MINUTES OF THE MILLVILLE
TOWN COUNCIL MEETING
March 14, 2017 @ 7:00 p.m.**

In attendance were Mayor Bob Gordon; Treasurer Susan Brewer; Secretary Valerie Faden; Council Member Steve Small; Town Solicitor Seth Thompson; Town Manager Debbie Botchie; and Town Executive Assistant Matt Amerling. Deputy Mayor Steve Maneri was absent.

1. CALL MEETING TO ORDER

Mayor Bob Gordon called the meeting to order at 7:00 p.m.

2. ROLL CALL

Mayor Gordon stated everyone was present except for Deputy Mayor Steve Maneri, thus there is a quorum.

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. SWEARING-IN OF COUNCIL MEMBERS – Executive Assistant

- A. Robert Gordon
- B. Susan Brewer
- C. Peter Michel

Former Council Member Steve Small expressed his thanks to the Town Council and staff for all of their help and cooperation; and Mr. Small wished Council Member Peter Michel the best of luck. Town Manager Debbie Botchie and Council thanked Mr. Small for his service.

5. TOWN COUNCIL APPOINTMENTS – Selection of Mayor, Deputy Mayor, Treasurer & Secretary

Council Member Susan Brewer nominated Bob Gordon as Mayor. Council Member Valerie Faden seconded the motion. Motion carried 3-0-1 abstention.

Mayor Bob Gordon nominated Council Member Steve Maneri as Deputy Mayor. Ms. Brewer seconded the motion. Motion carried 4-0.

Mayor Gordon nominated Ms. Brewer as Treasurer. Ms. Faden seconded the motion. Motion carried 4-0.

Ms. Brewer nominated Ms. Faden as Secretary. Mayor Gordon seconded the motion. Motion carried 4-0.

6. ADOPTION OF TOWN COUNCIL MINUTES AND NOTES

- A. Adoption of Town Council Minutes – February 15, 2017

Ms. Faden motioned to approve the minutes from the February 15, 2017, Town Council meeting. Ms. Brewer seconded the motion. Motion carried 4-0.

7. FINANCIAL REPORT – Treasurer Susan Brewer

A. February 2017

Treasurer Susan Brewer read the Financial Report for the month ending 2/28/17.

February 28, 2017:

General Revenue:	\$ 28,428.	Restricted Revenue:	\$ 26,689.
General Expenses:	38,309.	Restricted Expenses:	155,249.

Mayor Gordon motioned to approve the Treasurer's Report for the month ending February 28, 2017. Ms. Faden seconded the motion. Motion carried 4-0.

8. ADMINISTRATIVE MATTERS

A. Administrative Report for February 2017 – Town Manager

Town Manager Debbie Botchie stated she and Secretary Valerie Faden noticed, after looking at the crimemapping of the Town, that the three (3) noticeable incidents occurred in March were in the morning, so Ms. Botchie and Ms. Faden are going to approach the Delaware State Police (DSP) about shifting around their patrol hours to cover a bit more in the morning. Ms. Faden stated she would like to meet with the DSP quarterly so the Town may get reports which focus specifically on Millville and give more detail as opposed to Ocean View and the surrounding areas.

9. CITIZENS' PRIVILEGE, VISITORS, PRESENTATIONS & APPOINTMENTS

There were no comments.

10. NEW BUSINESS

A. Discuss and possible vote on Resolution 17-05. *Synopsis:* Resolution 17-05 will set an urban tree canopy goal as required by the Delaware State Department of Urban Forestry so the Town may apply for its 2017 Tree Planting and Management Grant to utilize for the Town's park. This goal sets a start time of November 3, 2017, for the Town to begin increasing its urban tree cover.

Town Executive Assistant Matt Amerling stated Resolution 17-05 is part of a requirement for the Town to apply for the State of Delaware's Department of Urban and Community Forestry 2017 Tree Planting Grant. Mr. Amerling stated the Resolution was to set an urban tree canopy goal for the Town and since the minimum requirement is one percent (1%), one percent (1%) is what is on Resolution 17-05, which states over the next ten (10) years, the Town will have the intention of increasing its urban tree canopy coverage density from nineteen-point-three percent (19.3%) to twenty-point-three percent (20.3%).

Ms. Faden stated is planning on working with the Sierra Club on doing a community sustainability plan for Millville, and this Resolution will dovetail really nicely with the sustainability plan since the Resolution mentions working with the public.

Ms. Faden motioned to adopt Resolution 17-05. Mayor Gordon seconded the motion. Motion carried 4-0.

11. CITIZENS' PRIVILEGE

There were no comments.

12. ANNOUNCEMENT OF NEXT MEETING – The next meeting will be the Town Council Workshop meeting and public hearing on March 28, 2017.

13. ADJOURNMENT

Ms. Brewer motioned to adjourn the meeting at 7:22 p.m. Ms. Faden seconded the motion. Motion carried 4-0.

Respectfully submitted,
Matt Amerling, Executive Assistant