

**MINUTES OF THE MILLVILLE
TOWN COUNCIL MEETING
August 8, 2017 @ 7:00 PM**

In attendance were Mayor Bob Gordon, Deputy Mayor Steve Maneri, Treasurer Susan Brewer, Secretary Valerie Faden, Council Member Peter Michel, Town Solicitor Seth Thompson, and Town Clerk Matt Amerling.

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.

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. ADOPTION OF TOWN COUNCIL MINUTES AND NOTES

A. Adoption of Town Council Minutes – July 11, 2017

B. Adoption of Town Council Executive Meeting Minutes – July 11, 2017

Deputy Mayor Steve Maneri motioned to adopt the July 11, 2017, Town Council meeting, and the July 11, 2017, Executive Session meeting. Council Member Valerie Faden seconded the motion. Motion carried 5-0.

5. FINANCIAL REPORT – Treasurer Susan Brewer

A. July 2017

Council Member Susan Brewer read the Financial Report for the month ending 7/31/17.

July 31, 2017:

General Revenue: \$ 236,172. Restricted Revenue: \$ 111,396.

General Expenses: 49,852. Restricted Expenses: 13,261.

6. ADMINISTRATIVE MATTERS

A. Administrative Report for July 2017 – Town Manager

Mayor Gordon stated the Town Hall addition was completed last Friday, July 28, 2017, and Council Member Peter Michel, his wife Colleen, Town Code & Building Official Eric Evans and Town Clerk Matt Amerling came in and set up the tables, chairs, and beds together; and the Town is getting ready to seal the garage bay floor.

7. CITIZENS' PRIVILEGE, VISITORS, PRESENTATIONS & APPOINTMENTS

Mr. Paul H. Sterling Jr., Deputy Fire Chief of the Millville Volunteer Fire Company

(MVFC), stated his thanks to the Town for the grant awarded to the MVFC to go toward the purchase of the new command vehicle. Mr. Sterling stated it took about one (1) year to select the type of vehicle wanted as well as having the vehicle converted to the MVFC's needs. Mr. Sterling stated some equipment inside was saved from the old vehicle to try and save money; but the total came to seventy-seven-thousand-five-hundred-seventy-one dollars and forty-four cents (\$77,571.44), which was well under the grant awarded. Mr. John Watson, of the MVFC, stated his thanks to the Council and Town for the grant and this vehicle as it will go toward helping many people in the surrounding community. Mayor Gordon stated the Town knows the costs the MVFC has to spend in order to obtain decent equipment and the Town is happy to help. Ms. Brewer stated her thanks to the MVFC for all they do for the Town and the community.

Mr. Ron Walter, of Deer Haven, asked what the vehicle is for and who is it for. Mr. Watson stated the command vehicle is for the MVFC for commanding calls on the scene, and will be staffed with one of the chief officers.

MOTION TO ENTER PUBLIC HEARING

Council Member Susan Brewer motioned to enter public hearing at 7:07 p.m.
Council Member Peter Michel seconded the motion. Motion carried 5-0.

8. NEW BUSINESS

A. Public Hearing Notice – Secretary

B. Written Comments – Town Manager

There were no comments.

C. Discuss and possible vote on Ordinance 18-01.

Synopsis: If passed, Ordinance 18-01 will amend the Town of Millville Code at Chapter 155 Zoning, Article XII, "Administration and Enforcement; Violations and Penalties" relating to an Application for Building Permit.

Town Solicitor Seth Thompson stated Ordinance 18-01 will make it so the requirements to obtain a Town building permit match up with the Town's Code, by making the requirements of a homeowners' association (HOA) approval in writing – if the applicant lives where there is a HOA – as well as a copy of the Sussex County building permit – if the County requires one – be submitted when an applicant turns in a Town building permit application.

Residents/Property Owner Comments & Questions

There were no comments.

MOTION TO CLOSE PUBLIC HEARING

Ms. Faden motioned to close the public hearing at 7:10 p.m. Mayor Gordon seconded the motion. Motion carried 5-0.

9. NEW BUSINESS

A. Discuss and possible vote on Ordinance 18-01.

Mayor Gordon requests individual vote.

Ms. Faden motioned to adopt Ordinance 18-01. Ms. Brewer seconded the motion. Ms. Faden voted yes. Mr. Maneri voted yes. Ms. Brewer voted yes. Mr. Michel voted yes. Mayor Gordon voted yes. Motion carried 5-0.

B. Discuss and possible vote on the purchase of a new sign for the Town Hall municipal building.

Ms. Faden stated up until now, there was a proposal to put up a monument sign, which is one option, but Ms. Faden looked up other options on a company that could provide a monument sign but also a sign similar to the style which is currently posted, as opposed to the monument sign which is shorter, sits in front of a building and is typical of churches and banks. Ms. Faden stated, having worked with signage before, her thoughts on the sign are mostly what is the purpose of the sign. Ms. Faden stated the existing sign the Town has directs people to the location based on its placement on the property and the style of sign that it is. Ms. Faden stated the proposed sign she has is just an estimate from the provider and it did not include installation, but they were willing to adjust the price if the Town was interested, so there is room for a less expensive sign. Ms. Faden stated the sign she had gotten the initial information on is an illuminated sign but it doesn't have to be illuminated. Ms. Faden further stated installing the sign is really placing two (2) cement posts, but Ms. Faden doesn't think installing posts would be that expensive. Ms. Faden stated she would be willing to do more research on different sign types and getting better pricing because Ms. Faden doesn't believe Council had the chance before to do in-depth cost analysis; however, Ms. Faden didn't receive any parameters before for the sign so that makes it hard to get options and pricing together. Ms. Faden stated she is open to discuss more about sign options and what people may think the purpose of the sign is. Ms. Faden stated the monument sign is more ornamentation and it does identify the building, but, because of its height, it is not the type of sign typically used to locate a place.

Ms. Brewer stated she would like to see more sign options. Ms. Brewer stated she would like to see the sign not illuminated because the building is illuminated. Mayor Gordon asked what the timeframe would be on this sign because it seems like Council has been discussing this issue for the last few months. Ms. Faden stated the issue was on the table in the spring and it came off the table based on other things that took priority, and she is willing to do more research on it if the work and effort is already necessary. Ms. Faden stated if people are already married to the monument sign, that's the sign people want, and people are OK with spending that amount of money, then that's fine. Ms. Faden stated if people are proposing – like Ms. Brewer is – that the

Town interview some more companies and take more time in getting the companies to provide different options to the Town, then Council can do something like that. Ms. Faden asked what the majority of Council would prefer at this point in time.

Mr. Maneri stated before Council jumps into this, Mr. Maneri thinks the Town should approach companies much closer than Florida (where the company Ms. Faden got her estimate from is located) because, when Mr. Maneri reads the warranty, the sign needs to be sent back to the company, and if the installer messes up putting in the sign, it is the responsibility of the Town to fix it. Ms. Faden stated she is willing to have the company location proximity to the Town as one of the parameters in searching for sign companies. Mayor Gordon stated he agrees with Mr. Maneri about the company being fairly closer to Town as well as the pricing falling into somewhere between Ms. Faden's proposed company and the Sign-a-rama quote. Ms. Brewer stated there is a sign company in Ocean City called Superior Signs, and Ms. Brewer asked Ms. Faden if she looked into that company. Ms. Faden stated no, and asked Town Clerk Matt Amerling how many sign companies he researched before landing on Sign-a-rama. Mr. Amerling stated three (3) or four (4): Quillen Signs (Phillips Signs), Rogers Signs, Ad Art Signs, Sign-a-rama, and Penuel Signs (who didn't respond); and, out of all of them, given the parameters Mr. Amerling was given, Sign-a-rama was the most affordable. Mr. Amerling stated he could distribute to Council what he had gathered from the aforementioned companies. Mr. Maneri stated he thinks Council should get an idea of exactly what it wants, and Mr. Maneri doesn't want a dark sign – with dark colors – because the dark colors will fade much quicker than a lighter sign, as well as a sign that has easy maintenance if it has to be fixed, a sign that is wind resistant, and sealed lettering. Mr. Thompson asked if Council would like an illuminated sign. Ms. Brewer stated no. Mr. Michel stated no. Ms. Faden asked what mile radius is Council wanting for the location of the sign vendor. Mayor Gordon stated one hundred (100) miles. Ms. Faden asked if Council would like the sign installation to be included. Mayor Gordon stated he would like installation to be included. Ms. Faden asked if having a double-sided sign is necessary. Council agreed to have the sign double-sided. Council agreed to keep the Town seal on the sign. Mayor Gordon stated he would like to keep the street address on the sign. Council agreed. Ms. Faden stated, to her, a "complex" means multiple buildings. Mr. Thompson agreed and stated the word "complex" hurts the quaint element of the Town. Ms. Brewer stated she thinks the sign should read "The Town of Millville." Council agreed. Mr. Maneri asked what kind of width should be considered. Mayor Gordon stated six (6) to no more than eight (8) feet, but it will depend on what the sign company suggests.

10. PARK AND RECREATION COMMITTEE REPORT – Deputy Mayor Steve Maneri

Mr. Maneri stated at the last Parks & Recreation (P&R) meeting on July 20, 2017, the Committee voted on the community building and maintenance building for the park, with a metal roof on both buildings. Mr. Maneri stated there will be bids on the siding, because there are two (2) options for the siding: one is called Celect, and the other is a composite concrete, which Hardie Board puts out. Mr. Maneri stated to Mr. Amerling that the gentlemen from the

siding company will send samples to Town Hall. Mr. Maneri stated the Committee is getting pricing on both coffered ceilings and sheetrock ceilings. Mr. Maneri stated he got an email from Erik Hughes from AECOM, who said he was going to meet with the Soil Conservation District (SCD) on July 21, 2017, and Mr. Maneri has not heard from Mr. Hughes since then. Mayor Gordon asked Mr. Maneri to email Mr. Hughes and ask him where the Town is at and what is going on with SCD because the Town needs to move forward. Mr. Maneri stated the next P&R meeting will be on Thursday, August 17, 2017, at 1 p.m.

Mayor Gordon stated he will ask Town Code & Building Official Eric Evans if he got any information from Mr. Hughes and share it with Mr. Maneri. Mayor Gordon stated he suggested to Mr. Evans to go to the park property and mark which trees were dead along the property line next to Lords' property, so the trees can be removed.

11. CITIZENS' PRIVILEGE

There were no comments.

12. ANNOUNCEMENT OF NEXT MEETING – TOWN COUNCIL WORKSHOP MTG., AUGUST 22, 2017

13. ADJOURNMENT

Ms. Faden motioned to adjourn at 7:38 p.m. Mr. Maneri seconded the motion. Motion carried 5-0.

Respectfully submitted,
Matt Amerling, Town Clerk