

**TOWN OF MILLVILLE**  
**Town Council Meeting**  
**September 12, 2017**  
**AGENDA**

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance to the Flag
4. Adoption of Town Council Minutes and Notes
  - A. Adoption of Town Council Minutes - August 8, 2017
  - B. Adoption of Town Council Workshop Minutes - August 22, 2017
5. Financial Report - Treasurer Susan Brewer
  - A. August 2017
6. Administrative Matters
  - A. Administrative Report for August 2017 - Town Manager
7. Citizens' Privilege, Visitors, Presentations & Appointments

**MOTION TO ENTER PUBLIC HEARING**

8. New Business
  - A. Public Hearing Notice - Secretary
  - B. Written Comments - Town Manager
  - C. Discuss Resolution 18-04 - Town Solicitor Seth Thompson  
*Synopsis:* On June 13, 2017, by Resolution 18-02, the Mayor and Town Council referred an annexation request to the standing Annexation Committee to investigate the possibility of annexing certain territory contiguous to the present southwesterly limits of the Town of Millville presently owned by The Howard Robert Hickman Revocable Trust, identified as Sussex County Tax Map and Parcel Numbers 134-12.00-394.00 and 134-12.00-394.04, totaling 31.32+/-acres, and to amend the Zoning Map and Zoning Ordinance of the Town of Millville to include said territory in the Residential (R) District. The Annexation Committee held public meetings on June 28, 2017 and July 20, 2017, and recommends to the Mayor and Council to proceed with proposed annexation as stated in their report dated July 21, 2017. If passed, Resolution 18-04 would annex parcels 134-12.00-394.00 and 134-12.00-394.04 into the Town of Millville, and amend the Zoning Map and Zoning Ordinance of the Town of Millville to include said territory in the R-Residential District, said territory being AR-Agricultural in Sussex County currently.
  - D. Residents/Property Owner Comments & Questions

**MOTION TO CLOSE PUBLIC HEARING**

9. New Business
  - A. Discuss and possible vote on Resolution 18-04.  
Mayor Gordon requests individual vote.

- B. Discuss and possible vote on the FY17 Audit. - Presented by Mr. Herb Geary of TGM Group, LLC.
- C. Discuss and possible vote on a proposal submitted by George, Miles & Buhr, LLC (GMB), for the bidding services for the Town of Millville Community Park. GMB proposes to serve as the Town of Millville's consultant representative during construction. GMB proposes to accomplish the following Scope of Services:
  - Bid phase services including preparing Owner/Contractor agreements, bid advertising, pre-bid conference, and answering bidders' questions, prepare addenda as necessary, bid opening, and recommendation of award of the site work.
  - Bid phase services including preparing Owner/Contractor agreements, bid advertising, pre-bid conference, and answering bidders' questions, prepare addenda as necessary, bid opening, and recommendation of award of the buildings.

10. Old Business

- A. Update, discuss and possible vote on the purchase of a new sign for the Town Hall municipal building.  
Synopsis: At its August 8, 2017, Town Council meeting, Council agreed to receive more options on signage for the Town Hall.
- B. Discuss and possible vote on the Millville by the Sea (MBTS) traffic calming plan for Sand Dollar Village. **PRELIMINARY MATTER: DISCUSS AND POSSIBLE VOTE ON MBTS REQUEST FOR EXTENSION OF TIME FOR PREPARATION OF TRAFFIC CALMING PLAN - The Town received a letter dated 9/1/17 requesting additional time to survey residents throughout MBTS.**  
Synopsis: At its March 9, 2016, Town Council meeting, Council voted 3-0 (with 2 abstentions) to approve the preliminary site plan for Sea Star Village. At its November 8, 2016, Town Council meeting, Council voted 3-0-1 recusal to approve Section 1 of Sea Star Village, with a condition the Town and the applicant agree upon a traffic calming plan for Sand Dollar Village. At its August 22, 2017, Town Council Workshop meeting, Council voted 3-1-1 recusal to table the item until the developer and master HOA could meet and come up with a better compromise regarding a traffic calming device to install.

11. Park and Recreation Committee Report - Deputy Mayor Steve Maneri

12. Citizens' Privilege

13. Announcement of next meeting - Town Council Workshop Mtg., September 26, 2017

14. Adjournment

NOTE: THE ABOVE AGENDA IS INTENDED TO BE FOLLOWED, BUT IS SUBJECT TO CHANGES, DELETIONS, ADDITIONS, AND MODIFICATIONS, AS PERMITTED UNDER THE FREEDOM OF INFORMATION ACT OF THE STATE OF DELAWARE. COPIES MAY BE OBTAINED AT THE TOWN HALL.