

**MINUTES OF THE MILLVILLE
TOWN COUNCIL WORKSHOP
October 24, 2017 @ 7:00 PM**

In attendance were Mayor Bob Gordon, Deputy Mayor Steve Maneri, Secretary Valerie Faden, Council Member Peter Michel; and Town Clerk Matt Amerling. Treasurer Susan Brewer and Town Manager Debbie Botchie were absent.

1. CALL TO ORDER:

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

2. ROLL CALL

All Council members are present except Treasurer Susan Brewer. Town Solicitor Seth Thompson and Town Manager Debbie Botchie are also absent.

3. PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Gordon led the pledge of allegiance.

4. CITIZENS' PRIVILEGE, VISITORS, PRESENTATIONS & APPOINTMENTS

There were no comments.

5. 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. At the September 12, 2017, Town Council meeting, Council agreed to give a two-week extension due to sign companies not responding to Town inquiries. At the September 26, 2017, Town Council Workshop meeting, Council voted on the overall design of a sign and to return with further details at the next meeting. At its October 10, 2017, Town Council meeting, Council decided to go with "Option 5" of the "Vendor 2" quote and have by the next meeting a copy of the design, an updated cost quote, the colors in place, and how high the sign will go off the ground.

Mayor Gordon stated his thanks to Council Member Valerie Faden and Deputy Mayor Steve Maneri for all of their persistence and work on this process. Ms. Faden stated she was looking to have a price quote on the pilings, she sent emails and got no response, so Ms. Faden placed a call this afternoon and requested the pricing by 5 p.m. Ms. Faden got an email a few minutes later stating the person working on the price quote was out sick for the past two days, and was told the company could have the price quote of the pilings for the Town by tomorrow morning or afternoon. Mayor Bob Gordon stated Council may be able to put some kind of wording in, which states the vendor has three (3) business days – until Friday – to come up with a price quote for the pilings, and, if not, the Town may have to award the job to someone else, but he doesn't want to see this thing drag on for any longer than it has to. Ms. Faden stated another

option is, if this is the vendor the Town wants to go with and the type of sign and the only issue is with the pilings, maybe Council can authorize this vendor to proceed as long as the price quote doesn't exceed a certain amount of dollars, and then maybe Council doesn't need to hold another meeting. Mayor Gordon stated Council has to look at the cost of the other sign company and he knows the Town will be paying a premium for state tax for Maryland as well as a premium for the installation, and Mayor Gordon believes there's about an eleven-hundred dollars (\$1100.00) difference between the two vendors. Mayor Gordon stated he can't imagine these pilings coming in over \$1100.00, but, at the same time, he doesn't like to award a contract open-ended where there is no exact set cost.

Ms. Faden stated what is established about the sign is it will be double-sided, 4x6, digital full color cast with lamination, and the price quote was one-thousand-seven-hundred-eighty-eight dollars (\$1788.00) for the sign itself, plus five-hundred-twenty-five dollars (\$525.00) for installation, which would include the 4x4 pressure-treated posts with the white PVC sleeves. Ms. Faden stated there are a few ways the Town could make a condition to say if the vendor does the job, there is a set amount the Town won't spend more over, or Council could wait until it gets the quote from the vendor. Mayor Gordon stated no matter which vendor the Town goes with, there should be some kind of language added to state "cost not to exceed" \$2900.00 or \$3000.00. Mayor Gordon further stated he realizes with the background color being white, there is plenty of chance the dirt will be more easily noticeable, especially if snowblowers or plows go by, but the Town will go from there. Deputy Mayor Steve Maneri stated he would like to stay with a local vendor – Ms. Faden's vendor – but Council needs this pricing because all he has right now is the \$1788.00 for the sign and \$525.00 for labor, which adds up to two-thousand-three-hundred-thirteen dollars (\$2313.00), but that is for the PVC posts. Mr. Maneri asked if the sign is only three-quarter (3/4) inches thick. Ms. Faden stated she didn't know. Mayor Gordon stated he likes keeping the vendor local but he doesn't like awarding contracts open-ended. Mr. Maneri and Mayor Gordon stated that Ms. Faden's vendor should have the full pricing with pilings in to the Town by this Friday, October 27, 2017, at noon. Mayor Gordon stated he thinks \$2800.00 should cover the pilings, the sign and everything else, because Mayor Gordon doesn't think those pilings are one-hundred-fifty dollars (\$150.00) a piece. Mayor Gordon stated the pilings will at least be ten (10)-foot because of where the Town is raising them out of the ground, the sign is three (3)-foot by six (6)-foot, so it will most likely be two (2) feet in the ground, and that should be enough to support the sign. Mr. Maneri stated he doesn't understand why it's taking so long for Ms. Faden's vendor to figure out the pricing on the pilings. Ms. Faden stated she will only venture a guess that the vendor has to locate the material as well as figure out how to attach the sign to the posts. Mr. Maneri stated if the vendor is a sign company, they should have no issue with figuring out how to attach the sign to the pilings. Mayor Gordon stated the Town should put in a six (6)-inch by ten (10)-inch piling because there will only be one post on each side to hold up the sign, and we can get a ten (10)-foot piling to cut up and use as the side pieces because those pieces will just sit on the ground and be more ornamental. Ms. Faden asked Mayor Gordon if he still wants to include the ornamental pilings as part of the price quote. Mayor Gordon stated yes, and if the vendor can't provide four (4) pieces of wood for five-hundred dollars (\$500.00), and the whole job can't be done for \$2800.00, the Town has no other option than to make the bid and go from there. Ms. Faden asked if the sign only had to be two (2) feet off the ground. Mayor Gordon stated yes. Mayor Gordon stated Ms. Faden's

vendor needs to give the Town a price for two (2) six (6)-inch by ten (10)-foot posts, and the vendor will have to come up with a bracket to hold the sign, but the vendor should have their way of installing it.

Council agreed to have Ms. Faden's vendor whether they can do the job with pilings for \$2800.00 or less, and to have the quote in by this Friday at twelve (12) noon, and, if not, Mr. Maneri's Maryland vendor will be approached. Mayor Gordon stated he thinks the background color of the sign should be chosen now. Council Member Peter Michel stated he chooses the white background. Mayor Gordon stated he also chooses the white background because it's cleaner (looking), stands out more, and the Town will be pressure-washing it anyway to keep it clean. Mr. Maneri stated, with the white background, the Town will be constantly cleaning it. Mayor Gordon stated he knows, but he's more interested in keeping the sign from fading. Mr. Maneri stated his vendor said the Town would have to allow twenty (20) inches on each side of the sign. Mayor Gordon stated it should also be addressed that per DeIDOT regulations, the sign has to be breakaway due to accidents; so the sign cannot be cemented into the ground, so if a vehicle runs into the sign, the sign will break and not stop the vehicle and cause more bodily harm to the vehicle passengers. Mayor Gordon asked the rest of Council what background color they would like. Mr. Maneri stated he wants the beige background. Ms. Faden stated she wants the white background. Council agreed 3-1 with the white background.

6. CITIZENS' PRIVILEGE

Mr. Glen Faden, of Beach Plum Drive, asked if there is a time for the Friday deadline for the Ms. Faden's vendor. Mayor Gordon stated the due time is twelve (12) noon. Mr. Faden asked if the sign is to be lighted. Mayor Gordon stated no, but, if it is, it will be small lights in the ground, shining up onto the sign. Mayor Gordon further stated, if, in the future, the sign looks a little bland by itself, the Town may plant some flowers or foliage underneath the sign, but that is "down the road."

7. ANNOUNCEMENT OF NEXT MEETING – TOWN COUNCIL MTG., NOVEMBER 14, 2017

8. ADJOURNMENT

Ms. Faden motioned to adjourn at 7:33 p.m. Mr. Michel seconded the motion. Motion carried 4-0.

Respectfully submitted,
Matt Amerling, Town Clerk