

**MINUTES OF THE MILLVILLE
TOWN COUNCIL WORKSHOP
January 23, 2018 @ 7:00 PM**

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

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Gordon led the pledge of allegiance.

3. ROLL CALL

All Council members are present except Secretary Valerie Faden.

4. CITIZENS' PRIVILEGE, VISITORS, PRESENTATIONS & APPOINTMENTS

There were no comments.

5. OLD BUSINESS

A. Discuss and possible vote on Resolution 18-05. *Synopsis:* If approved, Resolution 18-05 will amend Resolution 17-09, a fee schedule for Fiscal Year 2018, as amended, regarding building permit fees. At the December 12, 2017, Town Council Meeting, Council voted to table the Resolution until the January 23 workshop so Council can get to know what all the fees are.

Town Manager Debbie Botchie stated she provided Deputy Mayor Steve Maneri with a copy of the fee schedule (Resolution 17-09), and the rest of Council should also have it. Ms. Botchie stated the Town administration is still thinking the penalty be to double the building permit fee, and the Town believes that is a fair penalty as “the punishment needs to fit the crime.” Ms. Botchie stated this rate of penalty has worked for Sussex County and Ocean View, so it should be good for Millville. Mayor Bob Gordon stated when this resolution first came out, it appeared to increase the building fee and not the penalty, but it actually will now increase the penalty per the permit fee.

Council Member Susan Brewer motioned to approve Resolution 18-05. Council Member Peter Michel seconded the motion. Motion carried 4-0.

B. Discuss and possible vote on several mural options for new municipal building – Artist John Donato. *Synopsis:* At the December 12, 2017, Town Council Meeting, Council agreed to postpone a vote on the mural until January, after Council could see some of Mr. Donato’s other works.

Ms. Botchie stated she had spoken with Mr. Donato about Council wanting to discuss what level Council wants to do this mural on, and Mr. Donato stated he would love to go over with Council what exactly they want in terms of the design and whether Mr. Donato will do the entire section of wall in the new building or just a part of the section. Ms. Botchie stated the Town painting with faux books in it would be \$5600.00, the Town historical timber mill would be \$8500.00, a picturesque scene with historical and various settings would be \$4500.00, and, if the Town wanted to do a community painting with school participation, that would be an additional \$2500.00.

Mayor Gordon stated he has seen some of Mr. Donato's work and he's very good at what he does and when Mr. Donato did the presentation to Council in December, Mayor Gordon was thinking his work would go really well over at the park community building, since Mr. Donato could get children involved in the painting. Mayor Gordon stated what concerns him is having a child paint in the new municipal building, along the stairs and possibly falling. Mayor Gordon further stated he'd like to discuss whether the mural will be something that can be changed and whether it's something that may become boring to look at after it's been around a long time. Ms. Botchie stated she never gets tired of looking at the mill house that's painted in the main front entrance and she thinks it's unique. Council Member Peter Michel stated he thinks the mural shouldn't go up the stairway. Ms. Botchie stated if the Town decides to not do the collaborative painting at the municipal building, then it would only be Mr. Donato painting the walls and he's painted up stairways before, as well as having his own liability insurance. Deputy Mayor Steve Maneri stated he's also a bit cautious with the stairs but he would be willing to look at the flat area near the stairs to the fire door. Council Member Susan Brewer stated she really likes this idea for the park; however, if the mural is done at the municipal building, what will be done at the park? Ms. Botchie stated the Town still has about one-hundred-forty-thousand dollars (\$140,000.00) left from the original budget, which monies have already been spent and it doesn't all have to be spent, but the cost of this would be covered. Mr. Maneri stated he doesn't know how much hallway wall space is available for the park community building and keep in mind that if the building is rented out for an event, people may not want to see the mural.

Mayor Gordon stated he thinks the mural would be better served to the community if it were someplace where it would be seen more, and Mayor Gordon would like to sit down with Mr. Donato to discuss what design would be best. Ms. Botchie stated people don't come into the municipal entrance as much as the main entrance, but staff have taken loads of the public over there when they come in to visit Town Hall, so those people would still get to see the mural. Ms. Botchie stated one day the municipal entrance will be utilized more than it is now, and it would be nice to have a historic piece of art to tell the story of the Town since there aren't any historic sites in Town anymore. Town Clerk Matt Amerling stated Mr. Donato can do different styles of art so rather than have a whimsical look in the municipal building, the art can look more realistic; but Mr. Donato can do a more whimsical look at the park. Ms. Brewer stated she likes the idea of having elements of the Town seal in the mural. Mayor Gordon stated the suggestion of having two (2) Council members sitting with Mr. Donato and discussing what can be done. Ms. Botchie stated the suggestion of not so much picking a price, but voting on whether to simply commission Mr. Donato for the job or not, as well as a couple of Council members

meeting with Mr. Donato to discuss what the Town wants and then getting a price.

Mr. Maneri motioned to commission Mr. Donato for the job as well as meet with two (2) members of Town Council – Council Members Susan Brewer and Peter Michel – to review what exactly the Town wants regarding the mural. Mr. Michel seconded the motion. Motion carried 4-0.

6. NEW BUSINESS

A. Review and possible vote for an amendment to the FY18 Budget – Town Manager Debbie Botchie

Ms. Botchie stated these are amendments to the general operating expense as well as the transfer tax and the reason this is done once every year is to review every line item to see if the Town has expended compared to what the Town has budgeted and Council has approved. Ms. Botchie stated there are also items which the Town had to spend money on because they are items the Town could not foresee happening in order to budget come the first time around. Ms. Botchie stated in the general operating expense, the Town is asking to increase the budget by fourteen-thousand-one-hundred-seventeen dollars (\$14,117.00), which will come out of the Town's two-hundred-thirty-thousand dollar (\$230,000.00) contingency. Ms. Botchie stated the transfer tax adds the Millville Volunteer Fire Company (MVFC) ambulance service fees, which the Town does not know what the amount will be until after the Town bills for it; so the Town marked it "as a wash." Ms. Botchie stated the Town had to pay for a new projector and screen, as well as installation, which are items the Town didn't know it would have to purchase. Ms. Botchie stated since the Town's construction went past FY17, the Town still had a balance to pay, which ran into June, which is \$140,000.00, but the Town still has close to \$150,000.00 to spend if the Town needs to on the new additions. Ms. Botchie further stated the sign cost ran a little over what was budgeted; and since the Town is responsible for buying any signs on a public road, road sign maintenance had to have \$500 just to carry the Town through the rest of the fiscal year. Ms. Botchie stated the total change is two-hundred-six-thousand-three-hundred-sixty-five dollars (\$206,365.00).

Ms. Brewer motioned to accept the two-hundred-six-thousand-three-hundred-sixty-five dollar (\$206,365.00) budget adjustment. Mr. Michel seconded the motion. Motion carried 4-0.

B. Discuss and possible vote on an amendment to the Millville Volunteer Fire Company (MVFC) Municipal Wide Discount Ambulance Subscription Service Agreement.

Ms. Botchie stated when the Town entered into this agreement on May 1, 2017, the agreement stated on three (3) months after the date, the Mayor and his designee would meet with the MVFC to discuss how the MVFC expended the money the Town collected for the ambulance fee, and no one caught it. Ms. Botchie stated when she looked at the agreement and saw the Town didn't even give the money to the MVFC until October, then this language doesn't work. Ms. Botchie stated she has amended the language to read "three (3) months after remittance under Section 4, the Mayor of Millville, or the Mayor's designee, shall meet with the Millville Volunteer Fire Company representatives to review the expenditures for which the fee was utilized and quarterly reports." Ms. Botchie stated she contacted the MVFC and let them know

of the change, and the MVFC agreed, so the Town is now setting up a meeting with the Mayor and MVFC representatives.

Mayor Gordon motioned to accept the amendment to the Millville Volunteer Fire Company (MVFC) Municipal Wide Discount Ambulance Subscription Service Agreement. Mr. Michel seconded the motion. Motion carried 4-0.

7. CITIZENS' PRIVILEGE

There were no comments

8. ANNOUNCEMENT OF NEXT MEETING – TOWN COUNCIL MTG., FEBRUARY 13, 2018

9. ADJOURNMENT

Mr. Maneri motioned to adjourn at 7:40 p.m. Mayor Gordon seconded the motion. Motion carried 4-0.

Respectfully submitted,
Matt Amerling, Town Clerk