

**MINUTES OF THE MILLVILLE
TOWN COUNCIL MEETING
August 14, 2018 @ 7:00 PM**

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

1. CALL MEETING TO ORDER

Mayor Bob Gordon called the meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

Mayor Gordon stated everyone was present except Town Manager Debbie Botchie.

4. ADOPTION OF TOWN COUNCIL MINUTES AND NOTES

A. Adoption of Town Council Minutes – July 10, 2018

Deputy Mayor Steve Maneri motioned to adopt the July 10, 2018, Town Council meeting minutes. Council Member Susan Brewer seconded the motion. Motion carried 5-0.

5. FINANCIAL REPORT – Treasurer Susan Brewer

A. July 2018

Treasurer Susan Brewer read the Financial Report for the month ending 7/31/18.

July 31, 2018:

General Revenue:	\$ 327,119.	Restricted Revenue:	\$ 123,052.
General Expenses:	49,901.	Restricted Expenses:	46,591.

6. ADMINISTRATIVE MATTERS

A. Administrative Report for July 2018

Mayor Gordon stated there will be a Great Pumpkin Festival on Saturday, September 29, 2018, from 10 a.m. to 2 p.m., and will be located outside, at the Town's park site.

7. NEW BUSINESS

A. Discuss and possible vote on Resolution 19-02.

Synopsis: Resolution 19-02 will set up an agreement as required by the Delaware Department of Natural Resources and Environmental Control's (DNREC) Outdoor Recreation, Parks & Trails (ORPT) Program so the Town may be eligible to receive a grant of up to one-hundred-thousand dollars (\$100,000.00) to go toward the payment and installation of the bathroom/storage facility building for the Town's park.

Council Member Susan Brewer motioned to adopt Resolution 19-02. Council Member Peter Michel seconded the motion. Motion carried 5-0.

B. Discuss and possible vote on the FY18 Audit. – Presented by Mr. Herb Geary of TGM Group, LLC.

Mr. Herb Geary, of TGM Group LLC, stated his thanks to Town Financial Director Lisa Wynn, Town Manager Debbie Botchie, Town Finance Assistant Anna Scarola, and Town Clerk Matt Amerling, who do an outstanding job, and Mr. Geary wishes he had a hundred other clients like Millville. Mr. Geary stated there aren't any other real internal controls or steps to take that the staff he's named don't already do, other than hiring two (2) or three (3) other people, which wouldn't make any sense, because everything is done in a very efficient manner. Mr. Geary stated on pages three (3) to five (5) is TGM Group's Independent Auditors' Report, which is based on financial statements, and it's the same opinion the Group has given the Town in the past, which is the highest level of assurance the Group can give a local government. Mr. Geary stated the Town does everything it can with segregation of duties, and the TGM Group does not have a problem with it, and the Town does a great job with the staff it does have. Mr. Geary stated on pages nine (9) through fifteen (15) is a narrative of the financial activities of the year and what is happening with what monies throughout the upcoming year; and it is a good synopsis of what the Town is doing financially as it is well written. Mr. Geary stated this is the section of the audit he would point the citizens to read in order to see the basics. Mr. Geary further stated the first set of financial statements on pages sixteen (16) to nineteen (19) contain all of the receivables, the liabilities, and all of the Town's fixed assets. Mr. Geary stated the Town doesn't have any debt so that's a big difference between Millville and other municipalities he's seen. Mr. Geary stated the Town is, fiscally, in great shape!

Mayor Gordon motioned to approve the FY18 Audit. Ms. Brewer seconded the motion. Motion carried 5-0. Mayor Gordon and Council Member Ronald Belinko thanked Ms. Wynn and the staff for the work they do.

8. PARK AND RECREATION COMMITTEE REPORT

Deputy Mayor Steve Maneri stated his thanks and appreciation for the approval of Resolution 19-02, which, if awarded, will greatly help the park's bathrooms and storage building. Mr. Maneri stated the Town should have all its permits by now and, hopefully, the Town will be going out to bid soon, maybe the beginning of October, right after the Pumpkin Festival. Mayor Gordon stated GMB has to finalize the contract, which will be sent out for bid.

9. CITIZENS' PRIVILEGE

Mr. Dennis Hartline, of Blue Heron Drive, stated, in regards to the new Parkside development (formerly Peregrine Bay), he would like to see the entrance for the new development to be placed on Dukes Drive rather than how it's reflected in the preliminary plan on Windmill Drive. Mr. Hartline stated he spoke with Town Manager Debbie Botchie about it, and it just makes sense to Mr. Hartline to have the entrance on Dukes Drive rather than on an already busy road (Windmill Drive) because Dukes Drive is right for improvement and, with the park coming in there, Mr. Hartline thinks the road should be improved. Mr. Hartline stated he thinks Dukes Drive could stand improvement especially

since the increased traffic the park will bring to that road. Mr. Hartline stated he knows after speaking with Ms. Botchie that the issue is one which has to be taken up with DelDOT, so Mr. Hartline is going to try and find out how to communicate with DelDOT as a citizen. Mr. Hartline asked if the Town will have a Town booth set up at the Pumpkin Festival to answer any citizen questions. Town Clerk Matt Amerling stated yes.

Mr. Frank Vigna, of Blue Heron Drive, asked, in regards to bidding for construction of the Town park, when the Town puts out the bids, is the Town stuck with choosing the lowest priced offer. Mayor Gordon stated no, the Town Council will review the bids and make sure everything fits to the Town's standards. Mayor Gordon stated hopefully, whatever the Town decides, the Town will make sure the residents know where the Town's at, what the Town is doing, what the reason is, etc. Mr. Vigna asked if there will be another entrance for the Town park. Mr. Maneri stated the entrance for the Town park will be off Dukes Drive.

**10. ANNOUNCEMENT OF NEXT MEETING – TOWN COUNCIL WORKSHOP
MTG., AUGUST 28, 2018**

11. ADJOURNMENT

Ms. Brewer motioned to adjourn at 7:27 p.m. Mr. Michel seconded the motion. Motion carried 5-0.

Respectfully submitted,
Matt Amerling, Town Clerk