

**MINUTES OF THE MILLVILLE  
TOWN COUNCIL MEETING  
June 22, 2021 (7:00 p.m.)**

In attendance: Mayor Ron Belinko, Deputy Mayor Sharon Brienza, Treasurer Barbara Ryer, Secretary Robert Wisgirda, Council Member Steve Maneri, Town Manager Debbie Botchie, Town Solicitor Seth Thompson, Town Engineer Andrew Lyons, Administrative Assistant Jennifer Ireland, and Town Clerk Wendy Mardini

**1. Call Meeting to Order**

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

**2. Roll Call**

Mayor Ron Belinko stated everyone was present.

**3. Pledge of Allegiance**

**4. Adoption of Town Council Meeting Minutes**

- A. April 6, 2021 Town Council
- B. April 6, 2021 Executive Session
- C. April 13, 2021 Town Council
- D. April 27, 2021 Town Council
- E. April 27, 2021 Executive Session
- F. May 11, 2021 Town Council
- G. May 25, 2021 Town Council

Mayor Belinko asked for a motion to approve all of the meeting minutes in one vote. Ms. Brienza made the motion to approve, Ms. Ryer seconded the motion. Motion carried 5-0.

**5. Financial Report- Treasurer Barbara Ryer**

Ms. Ryer clarified the reason for the increase in the general fund expenditures, on the April report, was due to three payrolls and the printing of the FY22 taxes (tax bill 2021). Ms. Ryer gave a general overview of the May report, and explained how it differed from April due to the following:

- General fund revenue up \$144,000 because of the front-loaded items, such as business licenses, the Chesapeake Utilities Franchise, and property taxes collected.
- General fund expenditures were on track.
- Restricted revenue was up due to ambulance fees and gross transfer tax collected.
- Restricted expenses were low because the police bill has not been received.

**6. Administrative Report- Town Manager Debbie Botchie**

Prior to Ms. Botchie's report, Mayor Belinko and the Council congratulated Ms. Botchie on her appointment as Delaware State Police Troop 4 Honorary Commander. Ms. Botchie welcomed Wendy Mardini as the new town clerk, and

stated she is very pleased with her current staff. She stated she had just received the long-term capital reserves study from GMB.

### **7. Citizens' Privilege:**

The mayor invited members of the public to address the Council concerning any topic *not* listed on the agenda. If someone chooses to speak at the first Citizen's Privilege, she/he may *not* speak on the same topic at the second Citizens' Privilege. There were no comments.

### **8. Old Business:**

A. Discuss and possible vote on "Facility Use" application and supporting documents- Mayor Ronald Belinko. The following items were addressed:

- Regarding the Facility Use Rules document, Section 1.06 Gambling/Gaming: Ms. Ireland stated a permit from the Delaware Division of Professional Regulations would be required for any applicant wishing to hold raffles, games of chance, etc. Also, these activities were limited to charitable organizations. She will be putting this information, along with the agency's website, in the Facility Use Rules document. Regarding hours for the pickleball court, there was discussion about whether or not pickleball would be allowed beyond the park hours of dusk. Ms. Botchie asked if the park was lit enough to allow for safe exiting when the lights shut off. It was determined that the lights would only be turned on for pickleball tournaments, and they must end by 9 p.m. All other outside general use will end at dusk. Mayor Belinko requested a motion to vote on the 9 p.m. tournament time amendment. Ms. Ryer made the motion. Ms. Brienza seconded the motion. Motion carried 5-0. Ms. Brienza made the motion to accept the Facility Use Rules document with the gambling/games and 9 p.m. amendments. Ms. Ryer seconded the motion. Motion carried 5-0.
- Regarding the Facility Use Required Provisions document: Ms. Brienza made a motion to accept it as presented. Ms. Ryer seconded the motion. Motion carried 5-0.
- Regarding the Facility Use Application: Ms. Botchie stated Ms. Mardini noticed the "electricity needed" question was vague, and suggested it be clarified. The language was changed to ask if the applicant had any special electrical needs. Ms. Ryer was concerned the \$100.00 deposit was insufficient to cover damages. Mr. Thompson explained that the deposit was sufficient, and any damages in excess of that amount would be billed to the renter. Ms. Ryer made a motion to approve the Facility Use Application with the amendment discussed. Ms. Ryer seconded the motion. Motion carried 5-0.
- Regarding the Facility Reservation Fees document: Ms. Botchie stated the form was updated to include the fire marshal's occupancy for each facility. She noted the small conference room in the community center was said to be 96 people, but felt that was too high for that size room. She said she would verify the occupancy for that room. It was determined the pickleball tournament fee would be a flat \$500.00 per

day. Mr. Maneri stated he felt that the residents should not be charged \$75.00 for use of the community center assembly hall. He stated residents should only be charged \$50.00 per hour. Mr. Wisgirda also felt it was too much, and that the community tax dollars paid for the hall. Ms. Ryer stated she could see their point, as long as the fee covered the cost of cleanup, and that the town should not lose money. Mr. Thompson stated that the fees could be reviewed and adjusted as needed. Mayor Belinko asked if there was a motion to reduce the residence fee from \$75.00 to \$50.00. Mr. Wisgirda made the motion. Mr. Maneri seconded the motion. Motion carried 5-0. Ms. Ryer asked for clarification on the hours of the community center assembly hall. The form stated Monday through Friday, it should state daily 8:30 a.m. to 4:30 p.m. Ms. Brienza motion to approve the fees form with aforementioned changes. Ms. Ryer seconded the motion. Motion carried 5-0. Ms. Brienza then asked about the hours of the community center's small conference room. It was determined those hours would remain as currently stated on the existing form, and would be adjusted if needed.

## **9. New Business**

- A. Discussion, and possible vote, on Resolution 22-03: A resolution releasing performance bond #PB03010404580, prepared by Philadelphia Insurance Company, in the amount of \$1,094,093.00 for Sea Star Village Section 3 in the development known as Millville by the Sea, and transfer improvements to the Sea Star Village Homeowners' Association. Ms. Morgan with LCD Advisors on behalf of Millville Town Center (via webinar) expressed her gratitude with working with the town, and was going to miss working with the town staff. Mr. Lyons stated that all comments and requests have been addressed. He clarified the release was for improvements in the right of way, and that there would be a one-year warranty bond on maintenance, and a one-year bond on landscaping, put in place. He stated he saw no reason not to release the bond. Mayor Belinko stated there would be three abstentions. Ms. Ryer made a motion to approve item number 9 under new business to release performance bond #PB03010404580. Mayor Belinko seconded the motion. Ms. Ryer voted yes, Mayor Belinko voted yes, Ms. Brienza stated for the record that she abstained, and Mr. Wisgirda stated he was abstaining, and Mr. Maneri stated he abstained. Motion carried 2-0-3 abstentions.
  
- B. Discussion, and possible vote, on Resolution 22-04: A resolution to establish a park & recreation commission- Mayor Belinko. Mayor Belinko stated, per the Comprehensive Plan page 66, it was recommended the town would have a recreation capital improvement plan and a park department. He said the commission would be a step toward creating a park department to handle the suggestions and issues that are beginning to arise, and to take the burden off the staff and council. Mr. Wisgirda stated he was opposed to the commission, and that in his opinion we were a small community and the staff and council were very capable, and he did not see the need for the

bureaucracy. He stated the town was not Central Park or Boston Commons. Ms. Ryer asked if the commission would receive a stipend. Mr. Thompson stated they would have to look into the resolution regarding fees. Mayor Belinko stated he felt the commission would need to be compensated. Mr. Maneri said he did not feel there was a need for the commission, and the current staff was more than enough to handle things, and again we were not Central Park. Mayor Belinko asked how many people were taking care of the park. He stated Eric Evans was taking time from inspecting houses and our part-time park attendant, who was bringing many issues to the council that need to be addressed. He stated he felt they were “kidding themselves”, when they take a look at the park use and some of the problems, that they can handle all the issues. Ms. Ryer stated with the amount of building the staff was too busy, and she agreed that a commission or committee was needed. Mayor Belinko stated a commission would be a stepping stone to a park department. He said it would be made up of three citizens, and they would have to apply and submit a resume. Ms. Brienza agreed that a commission was needed, and current staff needed to concentrate on the job they were hired to do. A park staff will be needed someday to handle park events. She recommended the commissioners’ terms be staggered, one member for two years, two member for three years, then three-year terms going forward. Ms. Ryer made a motion to accept the resolution with the changes recommended by Ms. Brienza. Ms. Brienza seconded the motion. Motion carried 3-2 with Mr. Maneri and Mr. Wisgirda dissenting.

**10. Citizens Privilege:**

Marshall Gevinson from 30016 Seashore Park Dr. said there should be a flat rate for cleanup of the facilities. He said the 10:30 p.m. closing time for the community center would exclude anyone from using the facility for a New Year’s party or other evening events, thus losing money. He also said to be aware what kind of electricity vendors may need. Pete Michel from 38607 Long Chapel Ln. was concerned about the hours too. He felt 10:30 was too early, and it should be 12. He said people may be out in the parking lot after the event.

**11. Announcement of next meeting:** Town Council Meeting- July 13, 2021 at 7:00 p.m.

**12. Adjournment:** Ms. Brienza motioned to adjourn at 7:56 p.m., Mr. Wisgirda seconded the motion. Motion carried 5-0.

Respectfully submitted,  
Jennifer Ireland  
Administrative Assistant