



MINUTES OF THE MILLVILLE TOWN COUNCIL MEETING
June 14, 2022 @ 7:00 P.M.

1. Call to Order:

Mayor Ron Belinko called the meeting to order at 7:00 p.m. with the **Pledge of Allegiance**. **Present:** Council Members Sharon Brienza, Barbara Ryer, Pete Michel, Town Solicitor Seth Thompson, Town Engineer Andrew Lyons, Town Manager Debbie Botchie, and Town Clerk Wendy Mardini. Council Member Robert Wisgirda was absent.

2. Presentation to the Town Council: Gardener's By the Sea

The Gardener's By the Sea celebrated National Garden Week. As a way of saying thank you, they awarded Eric Evans and the Town of Millville a certificate for partnership and planting 23 trees at Evans Park. Gardener's By the Sea look forward to collaborating and partnering with the Town of Millville in future community projects.

3. Approval of Town Council Executive Session Minutes and Town Council Meeting Minutes

- A. April 21, 2022
- B. May 24, 2022
- C. May 24, 2022 - TC Meeting

Council Member Brienza made a motion to defer approval of the April 21, 2022 executive session meeting minutes until Council Member Wisgirda returned for discussion. The motion was seconded by Council Member Ryer. The motion was carried 4-0.

Council Member Ryer made a motion to approve the meeting minutes from May 24, 2022 Executive Session and May 24, 2022 Town Council Meeting. The motion was seconded by Council Member Brienza. The motion was carried 4-0.

4. Financial Report

Report was received and entered by Treasurer Barbara Ryer.

General Fund Revenue \$287,798
General Fund Expenditures \$52,280
Restricted Revenue \$194,240
Restricted Expense \$17,510

5. **Administrative Matters**

Report was received and entered by Town Manager Debbie Botchie.

Ms. Botchie added that Master Corporal William Bant and herself met with the parents and individuals who vandalized Evans Park. They will be cleaning the bathrooms at Evans Park as community service in addition to paying restitution. Ms. Botchie also noted that the Department of Transportation approved speed limit reductions on Burbage Road and Substation Road to 35 mph. There will be signs posted on the roads once they are received. Additionally, she advised Council that ads for an administrative assistant and groundskeeper have been posted and she is hoping for responses to those shortly.

6. **Citizens Privilege**

Carlos Melendez, 17057 Bellevue Court, Millville, DE. Mr. Melendez was concerned about notification of the reduction in speed on Burbage Road and Substation Road from 45 mph to 35 mph. He was assured by Ms. Botchie that it would be posted on social media, the Town website, and Coastal Point.

7. **New Business**

A. **Public Hearing Notice - Deputy Mayor Sharon Brienza: Notice of the following public hearing was posted in the legal section of the May 27, 2022, issue of the Coastal Point, and on the Town bulletin board.**

B. ***Discuss a final subdivision site plan submitted by Land Tech Land Planning, LLC on behalf of ASF MBTS, LLC, for a 64-lot subdivision known as Millville by the Sea Village West A1 zoned Master Planned Community.***

It was noted for the record that the Deputy Mayor Sharon Brienza has left the dais.

Mr. Jeff Clark, registered landscape architect with the firm Land Tech Land Planning in Bethany Beach spoke on behalf of Millville By the Sea Village A1. Mr. Clark explained the West Village, its location on the west side of Roxana Road, number of single-family homes, townhomes, and model home court. Mr. Clark added that there will be full amenities including basketball courts, swimming pool, playground. He also reviewed the amount of parking spaces and parking lots along with landscaping specifics.

Andrew Lyons of GMB advised that the Millville by the Sea Village A1 plans are all in line with the 2019 Comprehensive Plan, Millville by the Sea master plan and amended plan submitted by the planning commission.

Mayor Belinko did suggest that native plants and pollinators be put in place with the landscaping and Mr. Clark advised that there is already an intention to do exactly that.

No comments were made and therefore Mayor Belinko closed the public hearing at 7:26 p.m.

Council Member Ryer made a motion to approve the 64-lot subdivision known as Millville by the Sea Village West A1 zoned Master Planned Community. The motion was seconded by Council Member Pete Michel. Mayor Belinko asked for a roll call as follows:

<i>Sharon Brienza</i>	<i>Abstain</i>
<i>Ron Belinko</i>	<i>Yes</i>
<i>Barbara Ryer</i>	<i>Yes</i>
<i>Pete Michel</i>	<i>Yes</i>

The motion carried 3-0-1.

- C. Discuss, consider and possible vote on Resolution 23-01 which will allow the Town Manager to hire a Park & Recreation Administrator.***

Ms. Botchie informed Council that two individuals were interviewed for the job by herself and Mayor Belinko. One applicant has been chosen who they felt was extremely qualified. It was brought to Ms. Botchies' attention that some members of Council would like to re-word the hours of operation for new employee. Mr. Thompson advised that he reviewed the Personnel Policy regarding working hours and that this position is not going to be the standard time worked, i.e., 8:30 a.m. to 4:30 p.m., and it is up to the Town Manager to establish starting and quitting times.

Council Member Brienza made a motion to approve Resolution 23-01 which will allow the Town Manager to hire a Park & Recreation Administrator. The motion was seconded by Council Member Ryer. Mayor Belinko asked for a roll call as follows:

<i>Sharon Brienza</i>	<i>Yes</i>
<i>Ron Belinko</i>	<i>Yes</i>
<i>Barbara Ryer</i>	<i>Yes</i>
<i>Pete Michel</i>	<i>Yes</i>

The motion carried 4-0.

- D. Discuss, consider and possible vote on Resolution 23-02 which will amend the Personnel Manual.***

Discussion was held among Council regarding “floating” holidays. Ms. Botchie specified that holidays were adjusted to add Good Friday and delete Columbus Day, add Juneteenth and Sussex County Return Day which will happen every four years after the Presidential Election Day. Ms. Ryer suggested that Return Day be used as a floating holiday for anyone who did not attend the event in Georgetown and Mr. Thompson suggested a “pool” of floating holidays.

Ms. Botchie then discussed possible paid medical leave for staff. Mr. Thompson explained the Town’s paid medical leave policy versus if the Town were to opt into the state’s new program. Ms. Botchie asked to defer voting on this portion of the Personnel Manual, Section 5.8, upon further investigation.

Ms. Ryer made a motion to approve and amend sections of the Personnel Manual 5.3, 5.4, 5.5, 6.4. The motion was seconded by Ms. Brienza.

Mayor Belinko asked for a roll call as follows:

<i>Sharon Brienza</i>	<i>Yes</i>
<i>Ron Belinko</i>	<i>Yes</i>
<i>Barbara Ryer</i>	<i>Yes</i>
<i>Pete Michel</i>	<i>Yes</i>

The motion carried 4-0.

- E. Discuss, consider and possible vote to approve the use of ARPA funds to pay Premium Pay to two of the Town’s former employees who worked at the Town Hall during the 2020 shut down.***

Ms. Botchie explained that the Treasury would allow for former employees who worked on site during COVID would be eligible for ARPA funds. Ms. Ryer agreed to have the employees paid out of the ARPA funds since they did work on site.

Ms. Ryer made a motion to approve payment of ARPA funds to two former employees. The motion was seconded by Mr. Michel.

Mayor Belinko asked for a roll call as follows:

<i>Sharon Brienza</i>	<i>Yes</i>
<i>Ron Belinko</i>	<i>Yes</i>

Barbara Ryer *Yes*
Pete Michel *Yes*

The motion carried 4-0.

8. Citizens' Privilege: None.
9. Announcement of next meeting - June 14, 2022
10. Adjournment - 7:52 p.m.

Council Member Brienza motioned to adjourn, seconded by Mayor Belinko, to adjourn the meeting at 7:30 p.m. The motion carried 4-0.

Respectfully submitted,

Wendy Mardini
Town Clerk

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