



**MINUTES OF THE MILLVILLE TOWN COUNCIL MEETING**  
**January 10, 2023 @ 7:00 PM**

1. **Call to Order:**

Mayor Belinko called the meeting to order at 7:00 p.m. with the **Pledge of Allegiance**. **Present:** Mayor Ronald Belinko, Council Members Robert Wisgirda and Pete Michel. Administrative Assistant Eileen Scerra and Town Clerk Wendy Mardini were also present. Town Manager Debbie Botchie, Council Members Barbara Ryer and Sharon Brienza were absent.

2. **Approval of Minutes:** *Council Member Robert Wisgirda made a motion to approve the minutes of the December 13, 2022, meeting. The motion was seconded by Council Member Pete Michel. Motion carried 3-0.*

3. **Financial Report:**

**November 2022:**

General Fund Revenue \$53,831.00  
General Fund Expenditures \$89,859.00  
Restricted Revenue \$149,543.00  
Restricted Expense \$68,468.00

4. **Administrative Matters/October - Town Manager Deborah Botchie**

Eileen Scerra shared an update regarding the zip code boundary request letter sent to the USPS to adjust the Millville (19967), Frankford (19945), and Ocean View (19970) zip code boundaries in order to fully encompass the Millville town limits within the Millville zip code (19967). She stated that Ms. Botchie has only heard from Senator Tom Carper's office stating they had received her letter and information. The District Manager did not pick up the certified mail and that Ms. Botchie has emailed Kathy Huang (1/3/2023), DE PA-2 New Growth Coordinator, Philadelphia, PA, requesting a name and email of the District Manager, which was not previously provided to her.

Ms. Scerra also provided a short update on the Pavilion in Evans Park and the new website is progressing well.

5. **Citizens Privilege:** None.

6. **New Business**

- A. Public Hearing Notice- Secretary Robert Wisgirda: Notice of the following public hearing was posted in the legal section of the December 22, 2022, issue of the Coastal Point and on the Town’s Website.**

Mayor Belinko opens the Public Hearing - at 7:06 p.m.  
Written and oral comments - Eileen Scerra stated no comments received

- B. Discuss Ordinance 23-03 to amend the Town of Millville Code at Chapter 155, entitled “Zoning” regarding Residential Units.**

- **Comments by Code & Building Official Eric Evans**

The amendment is to update the Code to make sure that all residential units are no less than 1200 square feet. Mr. Evans previously misinterpreted the Code applying it to all residential units.

- **Town Council questions and discussion - None.**
- **Public Comments -** Carlos Melendez, 17057 Bellevue Court, Millville, DE. Mr. Melendez wanted Mr. Evans to clarify that every home must be at least 1200 square feet. Mr. Evans confirmed that every home must be no less than 1200 square feet and to date, there have not been any built less than that.

**Mayor Belinko Close Public Hearing at 7:11 p.m.**

- C. Discuss, consider and possible vote on Ordinance 23-03.**

*Council Member Pete Michel made a motion to approve Ordinance 23-03 to amend the Town of Millville Code at Chapter 155, entitled “Zoning” regarding Residential Units. The motion was seconded by Council Member Bob Wisgirda.*

*Roll call vote was requested by Mayor Belinko:*

*Bob Wisgirda Yes*

*Ronald Belinko Yes*

*Pete Michel Yes*

*The motion carried 3-0.*

- D. Discuss, consider and possible vote on Resolution 23-09 to adopt the Sussex County Multi-Jurisdictional Hazard Mitigation Plan - Code & Building Official Eric Evans**

Mr. Evans advised that Sussex County revises their mitigation plan every 5 years. The County has met with the surrounding towns for any opinions and or comments they may have. He also advised that the Town of Millville will be

adopting the mitigation plan as well. A short discussion was held for clarification purposes.

***Council Member Bob Wisgirda made a motion to approve Ordinance 23-09 to adopt the Sussex County Multi-Jurisdictional Hazard Mitigation Plan. The motion was seconded by Council Member Pete Michel.***

***Roll call vote was requested by Mayor Belinko:***

***Bob Wisgirda Yes***

***Ronald Belinko Yes***

***Pete Michel Yes***

***The motion carried 3-0.***

7. **Citizens Privilege** - Carlos Melendez, 17057 Bellevue Court, Millville, DE. Mr. Melendez inquired as to the status of the building on the Hocker Property behind the Super Center.

Mayor Belinko responded by saying that there was a concept plan submitted to the Planning and Zoning Commission with three different types of scenarios. The Planning and Zoning Commission responded by giving him suggestions in keeping with Millville's design standards. To date, they have not come back to the Town with any new plans. Therefore, there is nothing to report currently.

8. **Announcement of next meeting:** January 24, 2023, at 7:00 p.m. Mayor Belinko wanted to let everyone know that Ms. Gina Jennings, Financial Director of Sussex County, will be at the next meeting to discuss the reassessment process for Millville.

9. **Adjournment**

***A motion was made by Council Member Michel, seconded by Council Member Wisgirda, to adjourn the meeting at 7:25 p.m. The motion carried 3-0.***

Respectfully submitted,

Wendy Mardini  
Town Clerk