



**TOWN OF MILLVILLE**  
**Town Council Meeting January 09, 2024**  
**Executive Session starts @ 5:30 P.M.**  
**Regular Meeting 7:00 P.M.**

**AGENDA**

**1. Call Meeting to Order/ Pledge of Allegiance/ Roll Call**

**2. Motion to enter Executive Session**

Discussion of personnel matters in which the names, competency, qualifications, and abilities of individual employees will be discussed.

**3. Motion to close Executive Session and reconvene the Regular Meeting**

**4. Citizens' Privilege**

The Citizens' Privilege portion of the Town Council Meeting affords members of the public the opportunity to share with the Town Council questions, thoughts, comments, concerns, and/or complaints regarding the Town. Anyone interested in addressing the Town Council will be given three (3) minutes to do so. Members of the public shall conduct themselves civilly and shall not make personal attacks on any citizen, Town employee or official. The Town Council is interested in hearing from the public, but the purpose of Citizens' Privilege is for Council to listen to comments, and the Town Council is not required to answer questions or provide immediate responses to concerns raised during public comment. Council may take action on items only when duly noticed on an agenda.

**5. Approval of Town Council Meeting Minutes**

- A. December 12, 2023
- B. December 12, 2023 - Executive Session

## **6. Administrative Matters**

- A. Town Manager Report- Deborah Botchie, Town Manager
- B. Code & Building Report- Eric Evans, Code & Building Official
- C. Financial Report- Will Mumford, Finance Administrator
- D. Parks & Recreation Report- Liz Kain- Bolen, Parks & Rec Administrator

## **7. New Business**

A. Discuss, consider and possible vote on Town FY'23 Audit presented by Herb Geary UHY LLP.

B. Discuss, consider and possible vote on Atlantic Auto Restaurant Building Addition Final Site Plan as submitted by Plitko, LLC. on behalf of Timbuktu, LLC. The site is located at 35282 Atlantic Ave on Tax Map Parcel 134-12.00-352.00.

Synopsis: Planning & Zoning reviewed a preliminary site plan for the proposed Revised Site Plan with addition to existing Restaurant. The Planning & Zoning Commission voted 3-0, recommending the Town Council approve the application for the above-referenced.

C. Discuss and possible vote on Executive Session matters A & B held on December 12<sup>th</sup>, 2023.

D. Discuss and possible vote on Executive Session matters held on January 9, 2024.

E. Discuss, consider and possible vote on facility packet section 1.13 Liability insurance. Synopsis: The packet currently reads an applicant **may** be required to provide a certificate of insurance for certain uses, we would like to amend the language to read **shall**.

F. Code and Building Official Eric Evans to discuss the acquisition of Dukes Drive and storm water pond currently owned by the State of Delaware.

## **8. Announcement of next meeting** – January 23, 2024

## **9. Adjournment**

**NOTE: THE ABOVE AGENDA IS INTENDED TO BE FOLLOWED, BUT IS SUBJECT TO CHANGES, DELETIONS, ADDITIONS, AND MODIFICATIONS, AS PERMITTED UNDER THE FREEDOM OF INFORMATION ACT OF THE STATE OF DELAWARE. COPIES MAY BE OBTAINED AT THE TOWN HALL.**

### Meeting Available via Webinar

To attend the meeting via webinar online/teleconference, you must register or call in AT LEAST 15 minutes prior to the start of the meeting at:

<https://attendee.gotowebinar.com/register/3531614192419809120>

Once you join the webinar, a window will pop up and you will click on "Open GoTo Opener." Phone Number (for those who do not have a microphone on computer/laptop): 1 (562) 247-8321

Audio Access Code: 735-891-756 Audio PIN (which will appear in the "Audio" box dropdown within your control panel window) must be entered over the phone before being able to be unmuted by the Town. **Please note if your computer/laptop/tablet does not have a microphone and/or speakers, you will have to use the phone option for attending the meeting so we can hear you when/if you want to talk. Cell phones will require the free "GoToWebinar" app downloaded. After registering, you will receive a confirmation email containing information about joining the webinar.**