



**MINUTES OF THE MILLVILLE
ANNEXATION COMMITTEE MEETING
September 5, 2024 @ 1:00 p.m.**

In attendance were Mayor Ron Belinko, Deputy Mayor Sharon Brienza and Committee Member Pat Plocek; Town Manager Eileen Scerra; Facilities and Building Administrator, James Simpson.

1. CALL MEETING TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

Mayor Ron Belinko called the meeting to order at 1:00 p.m.

- 2. CITIZENS PRIVILEGE** – Travis Martin, 3491 Delaware Avenue, Frankfort, DE. He is the owner of Chesapeake Plumbing and Heating and is partner with Gary Wesner on a property development project. Mr. Martin discusses their plans to develop a chicken farm into townhomes and mentions their partnership with the Barnetts to annex the property into the town. Mr. Martin outlines their vision for the development, including 50 townhomes, a pickleball court, and sidewalks, and mentions their ongoing engineering work with Plitko Engineering.

- 3. APPOINTMENT OF CHAIRPERSON** - Sharon Brienza moves to appoint Ron Belinko to be appointed as the Chairperson.

Ms. Brienza made a motion to appoint Mr. Belinko as Chairman, Mr. Plocek seconded the motion. Motion carried 3-0.

4. NEW BUSINESS –

A. Discuss and possible recommendation to the Town Council on a Petition for Annexation submitted by Foxlane Homes of Delaware, LLC.

Ron Belinko confirms the purpose of the meeting is to start the annexation process and explains the steps involved. Mr. Belinko outlines the process, including the application received on July 23, 2024, the 90-day timeline for submitting the report to planning and zoning, and the steps involved in the annexation process.

Andrew Lyons provides a historical overview of the property, noting that it was approved as a subdivision in 1972 and includes a cul-de-sac and other uninstalled

features. Mr. Lyons explains that the property is currently zoned C1, and that the applicant is requesting to annex it into Millville. The property includes several parcels, with some fully outside the town and others partially within the town boundaries. Mr. Lyons mentions that the applicant is requesting the downzoning of the property, which is currently zoned C1.

Ron Belinko and Andrew Lyons discuss the challenges of straightening out boundary areas and the advantages of annexing the property into Millville. Mr. Lyons highlights the disadvantages of having dual land use agencies for each parcel and the confusion it causes for property owners. The council discusses the benefits of having a single land use agency for the property, including compliance with town codes and convenience for homeowners. Ron Belinko emphasizes the importance of presenting the advantages and disadvantages of annexation in the final report to planning and zoning.

Travis Martin confirms that letters have been prepared and are ready to be sent out via certified mail. Martin raises a procedural question about a property without a physical address, specifically a cemetery, and seeks clarification on how to handle it. Sharon Brienza suggests that someone in the building might have contact information for the cemetery. Martin plans to scan and provide proof of mailing to the town for their records, ensuring that all letters are sent out and tracked.

Ron Belinko and Sharon Brienza discuss the need to form a final committee and the importance of following the charter's procedures. Eileen Scerra confirms that the addresses have been verified and corrected, and the letters are ready to be mailed. The council agrees to move forward with drafting the report and setting up another meeting to finalize it.

Sharon Brienza made a motion to move forward with drafting the report, and the motion is seconded by Mr. Plocek. Motion carried 3-0.

5. **ADJOURNMENT** – Ms. Brienza made a motion to adjourn the meeting, Mr. Plocek seconded the motion. Motion carried 3-0. Meeting adjourned at 1:30 p.m.

Respectfully submitted,

WENDY MARDINI
Town Clerk