



TOWN OF MILLVILLE
Town Council Meeting Minutes
November 12, 2024 @ 7:00 pm

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

Mayor Belinko called the meeting to order at 6:00 p.m. with the **Pledge of Allegiance**. ***Present:*** Mayor Ronald Belinko, Deputy Mayor Sharon Brienza, Treasurer Joseph Parent, Secretary Deborah Sosnoski, Council Member Robert Wisgirda, Town Manager Eileen Scerra, ***Absent:*** None

2. **Motion to enter Executive Session**

A motion was made by Ms. Brienza to move into Executive Session. The motion was seconded by Mr. Parent. The motion was carried 5-0.

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

Executive Session ended at 6:45 p.m.

3. **Motion to Reconvene the Regular Meeting**

Present: Mayor Ronald Belinko, Deputy Mayor Sharon Brienza, Treasurer Joseph Parent, Secretary Deborah Sosnoski, Council Member Robert Wisgirda, Town Manager Eileen Scerra, Solicitor Seth Thompson, Code and Building Officer Eric Evans, Finance Manager William Mumford, and Town Clerk Wendy Mardini were present. ***Absent:*** None.

Mayor Belinko requested a motion to come out of Executive Session. Ms. Brienza made a motion to close the Executive Session, Deborah Sosnoski seconded the motion. The motion was carried 5-0.

4. **Citizens' Privilege**

Steve Norman – 32566 Docs Place, in Creekside Plaza. Mr. Norman expressed concerns about the current sign ordinance. He suggests that the ordinance should allow for more flexible sign sizes to accommodate different business sizes and improve uniformity. He compares current ordinance to those in other towns like Bethany and Georgetown, which offer more flexibility. Mayor Belinko suggested a meeting with Eric Evans, Town Code Enforcer, to discuss potential changes to this ordinance or suggestions between Eric and Mr. Norman.

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

- A. **October 3, 2024, Executive Session**
- B. **October 3, 2024**
- C. **October 8, 2024**
- D. **October 22, 2024, Executive Session**
- E. **October 22, 2024**

A motion was made by Ms. Brienza to approve the above meeting minutes, Ms. Sosnoski seconded the motion. The motion was carried 5-0.

6. **Administrative Matters**

- A. **Town Manager Report – Eileen Scerra – read and entered.**
- B. **Code & Building Department – Eric Evans – read and entered.**
- C. **Financial Report – William Mumford – read and entered.**
- D. **Delaware State Police Report – read and entered.**
- E. **Millville Volunteer Fire Company (MVFC) – read and entered.**

7. **Presentation**

Millville Volunteer Fire Company Vice President, Guy Rickards, will be present to accept ambulance fee check presented by Town Council.

A check in the amount of \$119,200.00 was presented to the Millville Volunteer Fire Company for the ambulance fee on behalf of the Town of Millville.

8. **New Business**

- A. **Public Hearing Notice – Secretary Deborah Sosnoski: Notice of the following public hearing was posted on the Town’s website and printed in the Coastal Point on October 25, 2024. Discuss the possible ordinance 25-01 to amend the Town of Millville Code**

regarding Administrative Variance Chapter 155 entitled “zoning”.

Mayor Belinko opened Public Hearing discussion at 7:21 p.m. He introduced Ordinance 25-01 which aims to allow the Town Manager or designee to grant minor variances administratively. Eric Evans explained the need for the ordinance citing an example of a house that is 1.5 inches over the building restriction line. The ordinance would allow variances up to a foot without requiring a public hearing, making the process more efficient.

Public Comment – **Mark Blackington**, 27030 Lightning Run, Millville, DE 19967. Made a comment supporting the Council and Town on the public hearing.

Mayor Belinko – Closed Public Hearing at 7:28 p.m.

- B. Consider and possible vote on Ordinance 25-01. An ordinance to amend the Town of Millville Code regarding Administrative Variance Chapter 155 entitled “zoning”.**

The Council discussed the importance of setting a fee for this service to cover administrative costs.

Motion was made by Ms. Sosnoski to approve Ordinance 25-01. Ms. Brienza seconded the motion. Motion carried 5-0.

- C. Discuss, consider and possible vote to request GMB for a proposal to conduct a reserve study for Evans Park.**

Mayor Belinko discussed the need for a reserve study for Evans Park due to its high usage and maintenance needs. Andrew Lyons explained that a proposal for the long-term reserve study was presented in 2020 and needs updating. The study would cover all utilities and items in the park, similar to the one done for the Town Hall. The Council discussed the importance of setting aside funds for park maintenance and the benefits of having a reserve study.

Motion was made to approve the request that GMB conduct a reserve study for Evans Park by Ms. Brienza, Ms. Sosnoski seconded the motion. Motion carried 5-0.

- D. Discuss, consider, and possible vote on the Town’s contribution to the**

Delaware Paid Family Leave Act.

Eileen Scerra, Town Manager, presented a recommendation to enroll in the Delaware Paid Family Leave Act, which would provide broader benefits to employees. The council agreed that it is more beneficial for employees to have coverage for parental, medical, and family caregiving leave.

Motion to approve the Town's contribution to the Delaware Paid Family Leave Act was made by Ms. Brienza, Mr. Parent seconded the motion. Motion carried 5-0.

- E. **Discuss, consider, and possible vote on proposed Resolution 25-15 change in employee position and compensation.**

Ms. Scerra proposed promoting Trish Marcules, the town's receptionist, to administrative assistant with an increase in compensation to reflect her additional responsibilities.

Motion to approve the proposed Resolution 25-15, change in employee position and compensation, was made by Ms. Brienza, Ms. Sosnoski seconded the motion. Motion carried 5-0.

- F. **Discuss, consider, and possible vote on Ordinance 25-02 speed limit on Dukes Drive.**

The council discussed a resolution to lower the speed limit on Dukes Drive to 25 miles per hour with new signage to be installed.

Motion to approve Ordinance 25-02 was made by Ms. Brienza, Mr. Parent seconded the motion. Motion carried 5-0.

9. **Announcement of next meeting** – December 10, 2024.
10. **Adjournment** – Meeting was adjourned at 7:41 p.m. Mayor Belinko thanking all participants and the public for coming.

Ms. Brienza made a motion to adjourn the meeting. Ms. Sosnoski seconded the motion. Motion carried 5-0.

Respectfully submitted,
Trish Marcules