

DRAFT: 12-10-2025

APPROVED:



TOWN OF MILLVILLE

Town Council Executive Session Meeting at 6:30 PM

Regular Town Council Meeting Minutes at 7:00 p.m.

December 9, 2025

Council Present: Mayor Ronald Belinko, Deputy Mayor Sharon Brienza, Secretary Deborah Sosnoski, Treasurer Joseph Parent, Council Member/Co-Treasurer Robert Wisgirda. **Town/Trade Employees Present:** Town Solicitor Seth Thompson, Town Manager Eileen Scerra, Code & Building Officer Eric Evans, William Mumford Finance Administrator and Town Clerk Trish Marcules. **Absent:** None.

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

Mayor Ronald Belinko called the meeting to order at 6:28 p.m. with the **Pledge of Allegiance** to the Executive Session Members.

2. MOTION TO ENTER EXECUTIVE SESSION

Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property.

Council entered Executive session at 6:28 pm. Ms. Brienza made a motion to enter Executive Session. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

3. MOTION TO CLOSE EXECUTIVE SESSION

Ms. Brienza made a motion to close the Executive Session at 6:49 pm. Ms. Sosnoski second the motion. Motion carried unanimously 5-0. Meeting resumed with the regular meeting session.

4. PUBLIC COMMENT – (A.k.a Citizen's Privilege) – May be subject to 3-minute limit.

No public comment.

No zoom comment. (3 zoom participants; information on file in folder)

5. APPROVAL OF TOWN COUNCIL MEETING MINUTES

A. November 18, 2025

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Mr. Wisgirda approved the November 18^h Town Council Meeting Minutes. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

6. TOWN REPORTS

- A. **Town Manager Report – Eileen Scerra** – Reviewed and Entered
- B. **Code & Building Department – Eric Evans** – Reviewed and Entered
- C. **Finance Report – Will Mumford** - Reviewed and Entered
- D. **MVFC Report** - Reviewed and Entered
- E. **DSP Report** - Reviewed and Entered

7. NEW BUSINESS

- A. **Discuss, consider and possible vote to appoint a member to the Planning and Zoning Commission.**

Synopsis: The Town has a vacancy on the Plan & Zoning Commission beginning January 2026. Please consider the appointment recommended by Mayor Belinko to assign MICHAEL WEGLEIN to fill the remainder of the unexpired term until March 2027, with confirmation by majority of the Town Council. If approved, Town Clerk Trish Marcules will be swearing in the following resident immediately following approval.

Mr. Wisgirda made a motion to appoint Michael Weglein to fill the open position in the Plan and Zoning Commission. Ms. Brienza second the motion. Motion passed unanimously 5-0.

Michael Weglein was sworn in as commissioner to the Planning and Zoning Committee by Trish Marcules, Town Clerk.

- B. **Discuss and possible vote on Executive Session item.**

Ms. Brienza made a motion to approve the appraisal as discussed in the Executive Session. Ms. Sosnoski second the motion. Motion passed unanimously 5-0.

- C. **Discuss, consider, and possible vote to establish a Finance committee – Mayor Belinko**

Mayor Ron Belinko explains the need for the Finance and Economic Development/Public Events Committees. There is a need to involve residents in decision-making and help new residents understand the local process. Mayor Belinko felt it was time to plan for the future by establishing these committees to make recommendations to the council as the town is growing. Mayor Belinko mentioned again they are only giving advice to the council. It also will allow the committee and residents to better understand the Delaware way, if they are out

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of state. Mayor Belinko mentioned once established a council member will be working with each of the committees to establish duties. No recommendations of the committee will be accepted without going through Council.

Ms. Brienza posed a question that she wished to be on record. She wanted to confirm a conversation she had with Mayor Belinko. She expressed some of her concerns and Mayor Belinko said that what is written on the handout given is not necessarily everything that will be part of their mission. She asked if that was correct. Mayor Belinko stated that what is written is just some ideas of what a finance committee is about. Once the committee meeting starts, those ideas will be broken down with the chairperson and they will establish their duties, responsibilities, very similar to what the parks ADHOC Committee do currently.

Mr. Wisgirda made a motion to accept the new Finance Committee. Mr. Parent second the motion. Motion carried unanimously 5-0.

Mr. Thompson, town solicitor, shared a timeline of how to establish the committees upon approval. The way the charter is set up indicates that there must be a resolution passed, indicating the purpose of the committee, the length of time the committee is to serve, and then the need to advise the committee that they're advisory in nature and don't have the power to enact regulations or allocate funds.

D. Discuss, consider, and possible vote to establish an economic development/public events committee – Mayor Belinko.

Mayor Belinko shared this committee is also another growing step to the town. It would involve Route 26 and the businesses in the area to hear what their needs are. This new committee would advise Council on some of those concerns. An example, some businesses are empty, and part of the role in this committee is to encourage businesses to come into Millville. Another piece of the committee that Mayor Belinko shared was that the committee would like to listen to the communities' needs for events they would like to see, ones taking place, and just move on from there. Mayor Belinko stated another need for the Finance Committee and Economic Development would be the comprehensive plan coming up in a year. Both committees would give some input on what could potentially go into that comprehensive plan.

Mr. Wisgirda commented with the growth of the community, and the role of Council members is to get more people involved in local government. He reminded that the government is by the people and for the people. Mayor Belinko firmly agreed to encourage citizen involvement by the creation of these two committees.

Ms. Brienza made a motion to accept the new Economic Development/Public Events Committee. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

Mayor Belinko echoed Mr. Thompson's timeline that a resolution needs to be completed, and then a public hearing for those that would be interested. He mentioned he feels that a large number for the committee is not needed. He felt a very basic five-person committee for each rather than 20 would work best to start. So, moving forward, he felt to use ADHOC park committee as an example of what the two new committees would look like.

E. Discuss, consider and possible vote on the proposed Charter to direct Town Manager to publish notice for Charter Change – Deputy Mayor Brienza.

Mayor Belinko mentioned that Deputy Mayor Brienza had chaired this committee and did a year's worth of work along with previous Town Manager, Ms. Botchie, and Ms. Sosnoski.

Ms. Brienza highlighted the major changes. One is the organizational change. They moved articles around and put them in a more cohesive order. Removal of redundant sections and language was cleaned up along with typos and added words that were missing. Basic grammar corrections. Ms. Brienza mentioned an added procedure in the event of a tied vote after three recounts. Removal of Board of Assessment, since the town always adopted Sussex County's assessment for taxes. Ms. Brienza said everything was then handed to the town solicitor for review.

Mr. Thompson, Town Solicitor, felt having town headers and the organization of the new Charter to be easily understood by anyone reading that is very good. Mr. Thompson felt it was ready for a public hearing for the meeting in January.

The council schedules a public hearing for the proposed charter change, with plans to send a draft bill to legislators in January. Ms. Brienza mentioned that Ms. Botchie plans to attend the January meeting.

Ms. Brienza made a motion to move forward to direct the Town Manager to publish a notice for the Charter. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

F. Discuss, consider, and possible vote on Resolution 26-16 to request amendment to the Town of Millville's Comprehensive Plan at Map 6, entitled "Future Land Use & Annexations," to include within the annexation area the 94.7+/- acres known as tax map parcel numbers 134-15.00-15.01, 15.02, 17.12, 17.16, 17.17, and 17.18.

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The council considered a resolution to amend the comprehensive plan to include annexation areas, with Seth Thompson explaining the process and implications. If approved, the town would ask the Office of State Planning coordination to amend the map. Mr. Thompson stated that for a property to be eligible to annex into town, they must be within the future land use map. Mr. Thompson stated the vote tonight is to move forward to ask the Office of State Planning Coordination if the town can amend its future land use map to include this property within that map.

Mr. Wisgirda made a motion to move forward with Resolution 26-16 to request amendment to the Town of Millville's Comprehensive Plan at Map 6 to include TMP number 134-15.00-15.01, 15.02, 17.12, 17.16, 17.17, and 17.18. Ms. Brienza second the motion. Motion passed unanimously 5-0.

- G. Discuss, consider, and possible vote to adjust the Mill rate to maintain revenue neutral taxing for FY27 – William Mumford, Finance Administrator – Power Point presentation and Eileen Scerra, Town Manager.**

The financial administrator, Mr. Mumford, explains the need to adjust the mill rate due to Sussex County's new assessment, aiming for revenue neutrality in a Power Point presentation.

The council discusses the impact of the new mill rate on residential and commercial properties, with a recommendation to set the rate at 0.000645.

Ms. Sosnoski made a motion to adjust the Mill tax rate to .000645. Ms. Brienza second the motion. Motion passed unanimously 5-0.

Mr. Thompson stated because it's a new reassessment, the town will adopt it by ordinance, based on code, and then set it in the budget documents, fee schedules, etc.

8. MAYOR AND TOWN COUNCIL COMMENTS

Mayor Ron Belinko and other council members share holiday greetings and commend the staff for their efforts. Special thanks to Santa at the recent town tree lighting event.

9. ANNOUNCEMENT OF NEXT MEETING – Tuesday, January 13, 2026, at 7:00 P.M.

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10. ADJOURNMENT

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

Mayor Belinko closed the meeting at 7:43 P.M.

Respectfully submitted,

Trish Marcules
Town Clerk