



**TOWN OF MILLVILLE
ANNEXATION COMMITTEE MEETING MINUTES
March 19, 2025 @ 10:00 a.m.**

In attendance: Mayor Ron Belinko, Deputy Mayor Sharon Brienza, Planning and Zoning Commissioner Member Pat Plocek, Facilities and Building Administrator James Simpson, and Town Clerk Wendy Mardini. ***Absent:*** Town Manager Eileen Scerra, and Facilities and Building Supervisor Eric Evans.

1. Call Meeting To Order/Pledge of Allegiance / Roll Call

Mayor Ron Belinko called the meeting to order at 10:00 a.m.

There were no online citizens attending the meeting.

Mayor Ron Belinko reviewed the process for approving the annexation application, emphasizing the steps from the committee. Steps are to review application, recommendation goes to planning and zoning, and they send recommendations to Town Council. During the council meeting they get public input with a public hearing. Town Council will then do final vote. Mayor Belinko explained the importance of keeping applicants informed.

2. Citizens Privilege – None

3. Approval of Annexation Meeting Minutes

A. October 15, 2024

Sharon Brienza made a motion to accept the October 15 meeting minutes, Pat Plocek second the motion. Vote 3-0.

4. New Business

A. Discuss annexation petition received by Club House Crossing LLC to begin investigating the possibility of annexing the following Tax Map Parcels into the Town of Millville.

Synopsis: The application was received by the Town on February 7, 2025. The proposed properties are located at 36587 and 36610 Club House Road, Tax Map Parcel# 134-12.00-138.01 and 134-12.00-151.00. It was approved by the Town Council during February 25, 2025 meeting to proceed to Annexation Committee.

Deputy Mayor, Sharon Brienza and Mayor Belinko wanted it noted for the record that the applicant was not present for the meeting.

Pat Plocek raised concerns about the boundary lines and the legal implications of crossing county-owned roads. Mr. Simpson explained that the applicant had considered annexing the old cemetery but was declined by the owner. Mr. Plocek questioned the legality of crossing the county land for annexation purposes. Mr. Simpson clarified that as long as the properties are adjacent, it is legally possible to annex across county land. Pat Plocek recommended having the Town Solicitor look into this.

Ms. Brienza expressed concerns about potential ground contamination from the chicken houses and greenhouse. Mr. Simpson explained that soil tests will be required during the subdivision process. Ms. Brienza suggests conducting soil sampling before the subdivision process to avoid potential issues. Mr. Simpson agreed to include this in the annexation agreement and to reach out to the Town Solicitor for further clarification.

Mayor Belinko emphasized the importance of having the applicant present to answer questions before finalizing the report.

Mr. Simpson will be contacting the Town Solicitor. Ms. Brienza asked to include everyone in email correspondence. Mayor Belinko and the committee decided to move forward with the questions and draft a preliminary report with open questions to be filled in at a later time.

Ms. Brienza made a motion for Mr. Simpson to reach out to the Town Solicitor, Seth, with questions and they will proceed from there. Mr. Plocek second the motion. Vote 3-0.

5. Announcement of Next Meeting - TBD

A meeting date will be scheduled after getting all questions answered by Seth.

6. Adjournment – Ms. Brienza made a motion to adjourn the meeting, Mr. Plocek seconded the motion. Motion carried 3-0. Meeting adjourned at 10:15 a.m.

Respectfully submitted,
Trish Marcules
Administrator to the Town Manager