

DRAFT: 02-11-2026

APPROVED: 03-24-2026



**TOWN OF MILLVILLE – MEETING MINUTES**  
**Town Council Executive Session Meeting 6:00 P.M.**  
**Regular Meeting Convenes at 7:00 P.M.**  
**February 10, 2026**

**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, GMB Engineer Andrew Lyons, Code & Building Officer Eric Evans, Finance Administrator William Mumford, 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 6:00 p.m. with the **Pledge of Allegiance**.

**2. MOTION TO ENTER EXECUTIVE SESSION**

***Ms. Brienza made a motion to enter Executive Session at 6:01 PM. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.***

- A. Discussion of personnel matters in which the names, competency, qualifications, and abilities of individual employees will be discussed.
- B. Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property.

***Ms. Brienza made a motion to Re-Enter Regular Meeting Session at 7:00 PM***

**3. MOTION TO CLOSE EXECUTIVE SESSION**

***Ms. Brienza made a motion to close Executive Session at 7:00 PM. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.***

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

No Public Comment. No Zoom Comments. (7 registered participants, 5 participated; information on file in folder)

## 5. PRESENTATION

### A. Introduction to PFM Services – Garrett Moore & Jamie Schlesinger

Mr. Schlesinger from PFM Financial Advisors introduces himself and Garrett Moore explaining their role as municipal financial advisors. Mr. Schlesinger provided a presentation for the town and residents to view. Mr. Schlesinger detailed the services PFM provide including debt issuance, capital planning, long-term financial forecasting, and operational consulting. Mr. Moore emphasized their fiduciary responsibility and independence, differentiating them from banks and bond underwriters. Mr. Schlesinger highlighted their extensive experience, mentioning involvement in more transactions than large investment banks annually. Mr. Schlesinger discussed specific case studies including work with other local towns on significant developments and funding. Mr. Moore elaborated on their consulting services such as long-term financial fiscal planning, operational analysis, and utility rate studies. Mr. Schlesinger introduced key team members who could assist the town, including experts in utility consulting and municipal bond pricing. The presentation included examples of their work with neighboring municipalities, showcasing their experience and capabilities. Mr. Schlesinger and Mr. Moore ended the presentation expressing willingness to be a resource for the Town of Millville and inviting questions and comments.

Mayor Belinko and the Council thanked PFM Services for coming.

## 6. APPROVAL OF TOWN COUNCIL MEETING MINUTES

- A. January 13, 2026
- B. January 27, 2026

***Ms. Brienza made a motion to approve Town Council Meeting Minutes for January 13, 2026 and January 27, 2026 with small fix that Town Clerk corrected. Mr. Wisgirda second the motion. Motion carried unanimously 5-0.***

## 7. TOWN REPORTS

- A. **Town Manager – Eileen Scerra** – Read and Reviewed
- B. **Code & Building Department – Eric Evans** – Read and Reviewed
- C. **Finance – William Mumford** – Read and Reviewed
- D. **MVFC** – Read and Reviewed
- E. **DSP (December and January)** – Read and Reviewed
- F. **ADHOC Meeting Minutes – 09-23-2025** – Read and Reviewed

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## 8. **NEW BUSINESS**

**Public Hearing Notice #1 – Secretary: Notice of the following public hearing was posted on the Town’s website and printed in the Coastal Point on January 23, 2026.**

*Ms. Brienza, Ms. Sosnoski, and Mr. Wisgirda recused themselves from the meeting room.*

**Mayor Belinko opened the Public Hearing at 7:30 PM**

**Written and Oral Comments – Town Manager, Eileen Scerra**

There were no written or oral comments given to the Town.

**SNYOPSIS: Discuss, consider, and possible vote on a final subdivision site plan submitted by Land Tech Land Planning, LLC on behalf of ASF Millville By the Sea Blue Heron Cove (Formerly known as West Village D), for a 160-unit village (19 single family and 141 townhouses) located on Burton Farm Rd, Tax Map Parcel# 134-15.00-18.00 zoned Master Planned Community. (MPC)**

- **Applicant Presentation**

Mr. Jeff Clark from Land Tech presented the plans for Blue Heron Cove (Formerly West Village D) detailing layout, amenities, and compliance with zoning requirements. Mr. Clark did state that the Planning and Zoning commissioners did recommend approval of this final plan.

- **Engineer Comments, Andrew Lyons - GMB**

Mr. Lyons reviewed the plans, confirming compliance with the 2019 comprehensive plan and development standards. Mr. Lyons stated it was reviewed whole section 125 of the town code, and by MBTS standards. All permits received and do meet all the code requirements.

- **Town Council Questions and Discussion**

Mr. Parent commented on the open area and adding some trees. He asked if maybe some native trees could be planted.

Mr. Clark stated he will look into the requests.

- **Public Comments**

No public comment and no public comment via Zoom.

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**Mayor Belinko closed the Public Hearing at 7:39 PM**

**Public Hearing Notice #2 – Secretary:** Notice of the following public hearing was posted on the Town’s website and printed in the Coastal Point on January 23, 2026.

**NOTE:** *Ms. Sosnoski read the above along with Public Hearing Notice #1 before recusing herself from the meeting. Ms. Brienza, Ms. Sosnoski, and Mr. Wisgirda were all still recused from the meeting room for this Public Hearing #2.*

**Mayor Belinko opened the Public Hearing at 7:39 PM**

**Written and Oral Comments – Town Manager, Eileen Scerra**

There were no written or oral comments given to the Town.

**SNYOPSIS:** Discuss, consider, and possible vote on a final subdivision site plan submitted by Land Tech Land Planning, LLC on behalf of ASF Millville By the Sea Turtle Cove (West Village C-2), for a 118-unit village consisting of 118 townhouses located on Powell Farm Road and Burton Farm Road, Tax Map Parcel# 134-15.00-19.00, zoned Master Planned Community (MPC).

- **Applicant Presentation**

Mr. Jeff Clark from Land Tech presented the plans for Turtle Cove detailing layout, amenities, and compliance with zoning requirements. Mr. Clark noted that the Planning and Zoning commissioners recommended approval of the final to Town Council.

- **Engineer Comments, Andrew Lyons - GMB**

Mr. Lyons reviewed the plans, confirming compliance with the 2019 comprehensive plan and development standards. Mr. Lyons stated it was reviewed against code section 125, MBTS development standards, generally accepted engineering principals and Millville performance standards for MBTS and the master plan. All permits have been received.

- **Town Council Questions and Discussion**

Mr. Parent commented on this development as with previous MBTS. He would like to see in the open area some trees. Native trees being less expensive.

Mr. Clark stated he will look into the requests.

- **Public Comments**

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No public comment and no public comment via Zoom.

**Mayor Belinko closed the Public Hearing at 7:43 PM**

- A. **Discuss, consider and possible vote on a final subdivision site plan submitted by Land Tech Land Planning, LLC on behalf of ASF Millville By the Sea Blue Heron Cove (Formerly known as West Village D), for a 160-unit village (19 single family and 141 townhouses) located on Burton Farm Road, Tax Map Parcel # 134-15.00-18.00, zoned Master Planned Community. (MPC)**

**SYNOPSIS: Application was received from ASF MBTS, LLC – Rod Hart on May 18, 2023. Final Site Plan was given November 19, 2025, and reviewed by GMB on December 16, 2025.**

***Mr. Parent approved the final subdivision site plan for Blue Heron Cove. Mayor Belinko second the motion. Motion carried 2-0-3. (3 recused: Ms. Brienza, Mr. Wisgirda, and Ms. Sosnoski)***

- B. **Discuss, consider, and possible vote on a final subdivision site plan submitted by Land Tech Land Planning, LLC on behalf of ASF Millville By the Sea Turtle Cove (West Village C-2), for a 118-unit village consisting of 118 townhouses located on Powell Farm Road and Burton Farm Road, Tax Map Parcel# 134-15.00-19.00, zoned Master Planned Community. (MPC)**

**SYNOPSIS: Application was received from ASF MBTS, LLC – Rod Hart on December 11, 2024. Review was completed by GMB on January 30, 2026.**

***Mr. Parent made a motion to approve final subdivision site plan for Turtle Cove. Mayor Belinko second the motion. Motion carried 2-0-3. (3 Recused: Ms. Brienza, Mr. Wisgirda, and Ms. Sosnoski)***

**NOTE: Ms. Sosnoski, Ms. Brienza, and Mr. Wisgirda returned to the meeting.**

- C. **Discuss and possible vote on Executive Session items.**

It was discussed that item#1 will be voted upon on item 8D which is an agenda item.

***Ms. Brienza, for item#2, made a motion authorizing the Town Manager and Town Solicitor to start negotiations as discussed in Executive Session. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.***

- D. **Discuss, consider, and possible vote on proposed Resolution 26-18 to hire a full-time Administrative Assistant, otherwise known as Receptionist.**

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***Ms. Brienza, Executive Session item#1, made a motion to accept Resolution 26-18. Mr. Parent second the motion. Motion carried unanimously 5-0.***

**E. Appoint Board of Election and Election Officers – Mayor Belinko**

**Board of Elections – Pat Guilday, Debbie Myers, and Lori Jones  
Election Officers – Valerie Edwards, Bruce Edwards, Linda Kent, Diane Meyer, and Mike Vogel.**

Mayor Belinko introduced the members of the Board of Elections and Election Officers, who were then sworn in by Trish Marcules, Town Clerk.

**F. Swearing in of Board of Election and Election Officers – Town Clerk, Trish Marcules**

All members present were sworn in. (Bruce Edwards requested to be removed due to personal reasons for the upcoming election date)

**G. Discuss and possible vote on Conditional Use application for Millville Residential LLC, for proposed twenty-three lot residential community with single family attached homes consisting of 17 townhouses and 6 duplexes. This property is on Tax Map Parcel# 134-12.00-396.00 on a 186,784 square footage lot with 4.28 acres, zoned Residential Planned Community. The site is located off Dukes Drive just north of Evans Park.**

**SYNOPSIS: The conditional use application was brought to Planning and Zoning on 11-12-2025. Motion was passed 3-2 to move the application to Town Council. (P. Plocek and T.Roe denied the motion) The application was brought to the Town Council meeting on 1-27-2026 and voted unanimously to table the application until the 2-10-2026 meeting.**

Town Solicitor, Seth Thompson, outlined the conditional use standard from code and what the town council needs to consider.

- Is location appropriate for the proposed blend of houses, factoring in conditions proposed or accepted by the owner?
- Is the proposed blend of houses in conflict with the Comprehensive Plan?
- Does the proposed blend of houses adversely affect the public health, safety, morals, and general welfare?
- Will the proposed blend of houses have adequate off-street parking?
- Will the proposed blend of houses have necessary safeguards for protecting surrounding property, persons, and neighborhood values?
- Will the proposed blend of houses meet other requirements in the zoning chapter?
- Will the proposal meet other requirements in the residential planned community (RPC) district for height limits, yard spaces, lot area, and signs?

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- Town Solicitor, Seth Thompson, listed the conditions.
- Buffering along border and Cedar Cove, including evergreen landscaping, leaving existing vegetation along the Cedar Cove side, leaving 10-15 feet of existing trees along the border with town property, noting this would not be on the lots themselves because private lots footprint would be short of the edge of the property line.
  - Installing a 6 foot dark fence to blend with trees along town border. (Mr. Lyons clarified that they must make sure they can install the storm water and then any buffer that would be required for the storm water pond would not infringe on this. So if there is a buffer that comes into that 15 feet, that would override keeping existing vegetation)
  - Stubbing a sidewalk to access to town park.
  - Placing a gazebo for active open space. (Mayor mentioned a monetary contribution to the park in lieu of gazebo)
  - Street lighting as required by town code.
  - Sidewalk along access road.

The Council discussed the conditional use application from Millville Residential LLC. Council stated the decision was very difficult.

***Ms. Brienza made a motion to move forward to approve the Conditional Use Application with the conditions outlined below. Mr. Parent seconded the motion. Motion carried unanimously 5-0.***

- ***Providing buffering along the border with Cedar Cove, including evergreen landscaping, and leaving existing vegetation along the Cedar Cove side.***
- ***Leaving 10-15 feet (in width) of existing trees along the border with the Town property, which would not be on the lots themselves because the individual lots' footprint would be off the edge of the subject property's line, recognizing the exact width of the tree buffer would be limited where the stormwater pond buffer could not allow existing vegetation to remain.***
- ***Installing a 6-foot dark, spear-style metal fence (such as aluminum, not chain-link) to blend with the trees along the border with the Town property.***
- ***Stubbing a sidewalk for Cedar Cove residents to use to access the Town Park if those residents elected to connect on their side in the future.***
- ***Installing a sidewalk on only one side of the new road, provided the parcel abutting the subject property on the south has confirmed access onto the new road.***
- ***Contributing the monetary equivalent of a gazebo in lieu of active open space on the subject property, with the Town then applying the contribution to upcoming active open space improvements in the Town Park.***
- ***Providing street lighting as required by Town Code.***

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Each Council member presented a statement per the request of the Town Solicitor.

**Mayor Ron Belinko** – Mayor Belinko had all the same points as the Town Solicitor. Mayor Belinko and the Town Solicitor spent time looking over everything several times, and making sure everything was in place to make sure that the town is following the letter of the law, following code, and didn't want taxpayers paying for a big court bill. Mayor Belinko stated he took everything into consideration including resident concerns. The Council tabled it, in order to look at it further. Mayor Belinko answered questions prompted. Is the location appropriate with proposed funding houses? Answer, you cannot deny it, because there is a blend of houses. Does it conflict with Comp Plan? Answer, no. It follows the Comp Plan. Does proposal blend in wisely and does it adversely affect any health, safety, morals or general welfare in the community? There is no reason to hold up or deny any of these conditions. Will houses have off street parking? Yes, they show adequate off-street parking. Would proposal have safeguard for protecting surround property? That was discussed tonight, and yes it would protect. The builder and developer would agree to some of the conditions. Would proposal blend of houses meet the zoning requirements? Yes, it's zoned residential. Mayor Belinko stated that after examining everything, there was no reason that he can legally deny based on anything shared during public hearing. Mayor Belinko said there is just no good reasons that would hold up in a court of Law to deny the application.

**Ms. Sharon Brienza** – “I wasn't at the last meeting in person, but I was online and heard all the comments. I know many of you are very passionate about this request and would like this property to stay the way it is. I wish it could stay this way as well, but the reality is this property will be developed whether we approve their request or not. As you've heard, the property is currently zoned RPC, which means it is zoned for a mix of three different types of residential units. At this point, we have two options and that is to approve or deny their request. If we approve their request, they will build the townhouses and duplexes they presented at the last meeting. If we deny their request, they will be required to build three different types of housing. Considering the size of the lot and surrounding developments, I would like to see the townhouses and duplexes, rather than a mish-mosh of three different types of housing units. Again, whether we approve this request or not, some type of housing will be built on this site.

It is important to note that this is only the beginning of the process. They still need to get approvals from several State agencies including DelDot and DNRec, our Planning and Zoning Commission where a public hearing will be held and finally a public hearing before the Town Council before they can even put a shovel in the ground.

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With all that being said, I vote to approve their request for Conditional Use.”

**Ms. Debbie Sosnoski** – “I felt the emotion presented before Council two weeks ago. I know how deeply many in our community feel about this development. I truly respect the input and appreciate the care, concern and passion shown for our Town. At the same time, The Council has a responsibility to assess the application against the planning framework and the merits of what was presented before us. The proposal is located on land that is zoned residential, and development of some form on this site is therefore permitted. In that context, the question before us was not whether something would be built, but what form of development would be most appropriate. The use and design presented were consistent with the zoning intent and no alternative outcome would realistically prevent development on the site altogether. As a Council member my responsibility is to protect the Town. My duty is to listen with care, act within the law, and base decisions that safeguard our community from litigation. Balancing the understandable concerns of residents with the condition of the proposed use, the zoning, and the planning facts as presented I vote yes to go forward with the conditional use.”

**Mr. Joe Parent** – Mr. Parent stated in the meeting that he struggled with this conditional use application. Mr. Parent stated, “...Joe Parent, the Millville resident, had real questions about this, about whether it should be built, whether it is appropriate, whether it does match the 10-year comprehensive plan. However, Joe Parent the resident, doesn’t have a vote. Joe Parent, the Millville Council, Councilman has a vote. I took an oath to uphold the code and charter of this wonderful little village we live in. And I may not like it, but they met the code, and what they’re asking for is, to me, a lot better than what they sort of threatened us with, with apartments which don’t need approval. So, I’m going to vote yes to move forward.”

**Mr. Bob Wisgirda** – “Yes, I concur with my fellow councilman. That’s the reason why I asked for a couple of weeks to really study this and go over everything, line by line. I don’t see any reason legally that we can deny the conditional use. It all falls in line. It’s all by the law. And this is what we have to go for, because we’re not only legislatures, but we’re kind of semi quasi adjudicators here. I personally am hoping that the two villages, Cedar Cove and this new village, can hopefully get together and to their mutual benefit, get another entrance and exit for public safety reasons, something for both sides to consider. Obviously, this is not mandated, not even a reason for voting yes for this, but it’s just my own personal consideration. I’m very concerned about public safety, so I’m voting yes.

***Mayor Belinko stated motion has passed unanimously 5-0 with the conditions discussed that evening.***

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**H. Discussion and possible vote on awarding Bid# 26-01 – Evans Park Pickleball Court Hardscape – Eric Evans**

**SYNOPSIS: Bid 26-01 Evans Park Pickleball Court Hardscape bid was posted in Coastal Point on January 2 and January 9<sup>th</sup>. The closing date was held Friday, January 30, 2026 @ 2:00 PM with opening of the bids.**

Mr. Evans outlined the bids received to the town. He explained 3 bids were received, “Rowe Property Maintenance” being the lowest bid received. \$66,528. Mr. Evans stated, if approved to move forward, they may be able to start March or April with the project.

***Mr. Wisgirda made a motion to approve Rowe Property Maintenance, and to move forward with the project. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.***

**I. Discuss and possible approval of a proposed amendment to Personnel Policy under Emergency Closing Conditions.**

Mayor Belinko and Ms. Scerra explained the reason for the amendment to the Personnel Policy for employees working in the weather conditions for the Town. This change would ensure fair compensation for staff during emergencies, when essential employees are needed to work. Ms. Scerra drafted new language that if approved, she would retroactively like it to go back to January 1<sup>st</sup> in order to cover the recent storm.

***Ms. Brienza made a motion to approve the proposed amendment to the Personnel Policy under Emergency Closing Conditions. Mr. Wisgirda second the motion. Motion carried unanimously 5-0.***

**J. Review, discuss, and possible vote on the proposed new Facility Use Packet.**

Mayor Belinko stated staff worked hard on creating a new packet. It began at the ADHOC committee, which recommended staff to work on it with recommendations they had. Ms. Scerra thanked her team and explained the new condensed version. She felt this new packet would be helpful to those renting. The previous packet had 18 pages for residents to review. The application is now 2 pages. The guidelines and procedures are 4 pages, which will be online.

Mr. Parent stated that Council had a workshop regarding this, and he felt it was very beneficial and effective in creating the final package. He thanked Ms. Scerra and her team for improving the packet and streamlining the process of renting town facilities and making it easier for residents. Council agreed to vote everything together under 8K.

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- K. **Review, discuss, and possible vote on proposed Resolution 26-12 to Amend the Fee Schedule for Fiscal Year 2026, as amended, regarding Facility Use Reservation Fees.**

Mayor Belinko thanked Ms. Scerra and her team again for the hard work done on the packet, and the new fee schedule.

***Mr. Wisgirda made a motion to approve the Facility Use Packet and Resolution 26-12 to Amend the Fee Schedule. Ms. Brienza second the motion. Motion carried unanimously 5-0.***

#### 9. **MAYOR AND TOWN COUNCIL COMMENTS**

Mr. Parent compliments the Council and staff for their hard work. Mr. Parent stated he hopes the residents appreciate the amount of effort that the council puts into the job. Mr. Parent explained it's not easy, and he would compare it to serving on an HOA. He concluded by saying he enjoys working with the people sitting with him.

Mayor Belinko thanked Mr. Parent. Mayor Belinko mentioned the town has an outstanding council and staff that are in place now. Mayor Belinko stated all staff are outstanding, they make it easy for council by keeping them informed. Mayor Belinko stated, as Joe said, council had input and the staff put it together.

#### 10. **ANNOUNCEMENT OF NEXT MEETING** – Tuesday, February 24, 2026, at 7:00 P.M.

Mayor Belinko reminded those in attendance of the DE State Police, Troop 4 meeting on February 24 at 6PM. Also, recognizing retired Officer Little is being asked to attend.

#### 11. **ADJOURNMENT**

***Ms. Brienza made a motion to adjourn the meeting. Mr. Wisgirda second the motion. Motion carried unanimously 5-0.***

***Mayor Belinko closed the meeting at 8:29 P.M.***

Respectfully submitted,

Trish Marcules  
Town Clerk