



TOWN OF MILLVILLE – MEETING MINUTES
Town Council Executive Session Meeting 6:00 P.M.
Regular Meeting Convenes at 7:00 P.M.
March 24, 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/ROLL CALL/PLEDGE OF ALLEGIANCE

- NOTE: Mayor, Ron Belinko was present, but in the conference room.

Deputy Mayor Sharon Brienza 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.

- ***Council moved to the Town's Conference Room to begin the executive session. Mayor Belinko resumed Chair.***

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

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 Zoom Comments. (1 pre-registered participant; 2nd participant arrived 7:23pm; information on file in folder)

George Leslie – 38062 Cross Gate Road, Millville DE 19967 – Mr. Leslie highlighted the release of the performance bond for Bishop’s Landing. Mr. Leslie shared issues such as tripping hazards with sidewalks, mail kiosk sidewalk, poor drainage, and unaddressed tree replacements. Mr. Leslie requested that the Council not release the performance bond until the issues were resolved.

5. SWEARING-IN OF TOWN COUNCIL MEMBERS – Town Clerk, Trish Marcules

- A. **Ron Belinko**
- B. **Deborah Sosnoski**

Trish Marcules, Town Clerk, performed the swearing-in of Ron Belinko and Deborah Sosnoski to another 2-year term on Town Council.

6. TOWN COUNCIL APPOINTMENTS

- A. **MAYOR**
- B. **DEPUTY MAYOR**
- C. **TREASURER**
- D. **CO-TREASURER**
- E. **SECRETARY**

Seth Thompson, Town Solicitor, lead the appointments of all council members. Mr. Thompson started with Mayor. No other nominations were made for Mayor.

Ms. Brienza made a motion to nominate Ron Belinko as Mayor. Mr. Wisgirda second the motion. Motion carried unanimously 5-0.

Mr. Belinko thanked everyone for his position as Mayor. Mr. Belinko shared a lot of work ahead.

Mayor Belinko made a motion to nominate Sharon Brienza as Deputy Mayor. Mr. Wisgirda second the motion. Motion carried unanimously 5-0.

Ms. Brienza made a motion to nominate Joseph Parent as Treasurer. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

Mr. Parent made a motion to nominate Robert Wisgirda as Co-Treasurer. Ms. Brienza second the motion. Motion carried unanimously 5-0.

DRAFT: 03-25-2026 REVISED 04-13-2026

APPROVED: 04-14-2026

Ms. Brienza made a motion to nominate Deborah Sosnoski as Secretary. Mr. Parent second the motion. Motion carried unanimously 5-0.

Mayor Belinko shared that the continuity of the Council for the next year is important to the residents because the Council is seasoned and tuned into what's happening. Mayor Belinko stated there are a lot of changes happening on state level and they need to stay tuned in to keep ahead of them and try to oppose anything that interferes with their ability to govern independently. Ms. Brienza stated a lot of work needs to be done, so let's get busy!

7. RESOLUTION 26-20 TO SET REGULAR TOWN COUNCIL MEETINGS – Eileen Scerra

Discussion, consideration, and possible vote on Resolution 26-20. The Town of Millville's Section 9 of the Charter entitled "Regular and Special Meetings" states: (a) Regular Meetings. The Town Council shall meet regularly during the year. The time and place of each regular meeting shall be set by Council each year at their organizational meeting, but Council shall not hereby be prohibited from rescheduling such meetings from time to time during the year as the need arises.

SYNOPSIS: If approved, Resolution 26-20 will set the second Tuesday and possible fourth Tuesday of the month for Town Council's regular meeting.

Ms. Brienza made a motion to approved Resolution 26-20. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

8. APPROVAL OF TOWN COUNCIL MEETING MINUTES

- A. February 10, 2026
- B. February 10, 2026 – Executive Session

Mr. Wisgirda made a motion to approve the Town Council Meeting Minutes for February 10, 2026, Regular and Executive Session with small fix to attendance error on the February 10, 2026 Regular Minutes. Ms. Sosnoski second the motion. Motion carried unanimously 5-0.

9. TOWN REPORTS

- A. **Town Manager – Eileen Scerra** – Read and Reviewed
- B. **Code & Building Department – Eric Evans** – Read and Reviewed

- a. American Elm Tree Purchase/Planting

SYNOPSIS: The project was brought up at the recent ADHOC Meeting held March 18, 2026, and recommendation was made to move to Town Council March 24th meeting, due to time sensitive for the planting.

DRAFT: 03-25-2026 REVISED 04-13-2026

APPROVED: 04-14-2026

After presenting his report, Mr. Evans requested approval to plant an American Elm Tree at Evans Park for the 250th anniversary of the Country. The tree would be planted near the bocce ball courts, picnic tables, and rest of items. Mr. Evans suggested having a plaque ceremony in early summer to commemorate the 250 years.

Mr. Parent approved Mr. Evans request to purchase and plant the American Elm Liberty Tree. Mr. Wisgirda second the motion. Motion passed unanimously 5-0.

C. Finance – William Mumford – Read and Reviewed

Mr. Parent noted that CD Rates are going down and happy the Town was able to lock in at those rates. Mr. Parent presented a few questions, which Mr. Mumford answered. Mr. Wisgirda had no questions.

D. MVFC – Read and Reviewed

Ms. Sosnoski would like to thank the Millville Fire Company during the recent blizzard. She shared that a lot of them were there all day and night working long hours. Ms. Sosnoski expressed everyone thanking and supporting them.

E. DSP – Read and Reviewed

F. PLAN & ZONING Approved Meeting Minutes – 1-8-2026 & 2-12-2026 – Read and Reviewed

G. ADHOC Approved Meeting Minutes – 01-13-2026 – Read and Reviewed

10. NEW BUSINESS

A. Discuss, consider and possible vote on a grant request from the Millville Volunteer Fire Company (MVFC) in the amount of \$66,000.00 which comes from impact fees collected by the Town FY26. The sum of the project is approximately \$66,000.00 and the funds will be utilized to address five areas of operation to include firefighting, vehicle rescue, hazardous materials, training, and communications.

Doug Scott, Millville Volunteer Fire Company presented the needs of the Fire Company totaling \$66,000.00 for a grant. Mayor Belinko stated Council had the chance to look over everything. Mayor Belinko stated a vote would be taken, and then he could explain to the public what \$66,000 is for.

Ms. Brienza made a motion to assist the Millville Volunteer Fire Company with grant request for \$66,000.00. Mr. Parent second the motion. Motion passed unanimously 5-0.

Mr. Scott requested the needs in five areas including purchasing thermal imaging cameras, fire hoses, hydraulic forcible entry tools, battery powered window removable tool, gas meters, calibration station, forcible entry door used for training

DRAFT: 03-25-2026 REVISED 04-13-2026

APPROVED: 04-14-2026

purposes, 10 alerting pagers, and 8 radio microphones. Mr. Scott shared a little history of the fire department, including last year reporting 3,629 calls. (EMS and Fire together) Mr. Scott stated they have 15 full-time career firefighters that provide 24/365 coverage to the entire area, not just Millville. Mr. Scott also shared the busiest times are between Memorial to Labor Day.

B. Discuss, review, and possible vote on Millville by the Sea Village 5 – Site Plan Revision Final. The applicant wishes to revise the utility sub-phasing and adjust lot lines for the unit mix to switch some duplex lots to single family lots.

SYNOPSIS: The subdivision plan was previously approved for Millville by the Sea – Village 5B on March 11, 2025. The subdivision Site Plan application revision was submitted October 17, 2025, by DR HORTON, Inc., New Jersey. Property located at Tax Map Parcel# 134-15.00-120.01 and is located at the southwest of the intersection of Coastal Living Lane and Endless Summer Drive.

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

Mr. Jeff Clark pointed out the plan in review tonight was approved back in March of 2025 for 84 lots, which was 44 single family and 40 duplexes. Mr. Clark stated the revised plan is now 77 lots to 49 single and 28 duplexes.

Andrew Lyons, GMB reminded everyone that Millville by the Sea is a large development, not just a section. Mr. Lyons stated these are phases and no substantial effect on adjoining or surrounding properties. This does not decrease the minimum required lot size open space or parking requirements and does not remove, alter, or change conditions required by Plan and Zoning, Town Council, or the Mayor that was established in original approval. Mr. Lyons confirmed this revised plan has met all those requirements when they reviewed.

Mr. Parent made a motion to accept Millville by the Sea Village 5 – Site Plan Revision Final. Mayor Belinko second the motion. Motion passed 2-0-3.

- Ms. Brienza, Ms. Sosnoski, and Mr. Wisgirda returned to the meeting.

C. Discuss, consider, and possible vote on proposed Resolution 26-21 to release the Performance Bond for Beazer Homes, LLC in the development known as Bishop’s Landing North.

- NOTE: Mayor Belinko and Mr. Parent recused themselves from the meeting. Ms. Brienza, Deputy Mayor, resided over the meeting.

DRAFT: 03-25-2026 REVISED 04-13-2026

APPROVED: 04-14-2026

Gavin Robinson, Vice-President of Operations for Beazer Homes LLC, stated they've completed sewer, storm water ponds and worked with Andrew and Eric's guidance over the past three years. Mr. Robinson said they have completed all requirements to satisfy the performance bonds. Mr. Robinson explained with the HOA now controlling maintenance for large portions of the common areas, they feel they are in a position of warranty bonds at this point, which would be in place for next three years once bonds are reduced. Mr. Robinson thanked the Council for his request to reduce performance bonds to warranty bonds. Mr. Robinson stated that Jim Manley was also in attendance for any questions.

Ms. Brienza asked Mr. Lyons to address the questions asked by resident, Mr. Leslie. Mr. Lyons stated that the sidewalk near the mail kiosk was taken over by the HOA by legal decree. Mr. Lyon's stated he knows of some standing water by the pickleball court, but this is typical for some water. Mr. Lyons stated the major damage that was done along with drainage was taken care of. Mr. Lyons also stated that the trees behind the houses on Cross Gate Road are not on approved landscaping plan and are extra trees and not part of the bond. Mr. Lyons stated the tripping hazard; he cannot comment on. He has not seen or even know exactly where that is in location.

Mr. Thompson questioned the two low lying areas by the mail kiosk. Mr. Lyons stated those areas were on the list at one time, then they were told the area was taken over by the HOA by a lawsuit, so it was taken off the list.

Ms. Sosnoski questioned the tripping hazard. Mr. Lyon's explained if passed tonight, the maintenance walk is the next step and occurs about 11 months from now to be scheduled. Mr. Lyon's stated this is one thing they will be looking for, is tripping hazards.

Ms. Sosnoski made a motion to accept Resolution 26-21 one and three years maintenance bond. Mr. Wisgirda second the motion. Motion passed 3-0-2.

- Mayor Belinko and Mr. Parent returned to the meeting. Mayor Belinko resumed the Chair.

D. Discuss, consider, and possible vote to appoint a member to the Planning and Zoning Commission.

SYNOPSIS: The Town has a vacancy on the Planning and Zoning Commission beginning April 2026. Please consider the appointment recommended by Mayor Belinko to assign Roxanne Farina to fill the term until March 2029, with confirmation by majority of the Town Council. If approved, Town Clerk Trish Marcules will be swearing in the following resident at the next Planning and Zoning meeting.

Mayor Belinko announced that Ms. Farina comes with a background in Finance and has been very active in all the communities. Mayor Belinko said she was

DRAFT: 03-25-2026 REVISED 04-13-2026

APPROVED: 04-14-2026

also active in the HOA for years. Mr. Parent followed with the same expression as the mayor stating Ms. Farina is a wonderful addition and he has known her for years.

Ms. Brienza made a motion to appoint Roxanne Farina to the Planning and Zoning Commission. Mr. Parent second the motion. Motion passed unanimously 5-0.

E. Discuss and review Council input on proposed FY27 Draft Budget of FY 2026-2027 Operating, Capital, and Economic Development – William Mumford

SYNOPSIS: Town Council will be asked to provide input for the Proposed budget listed above.

Mr. Mumford, Finance Administrator, presented the proposed FY 27 budget including increases in building permit fees and subdivision site plan review fees.

The Council discussed the need for additional police coverage during the spring and summer months.

Mr. Mumford mentioned the budget includes increases in interest income, gross rental tax, and police fines with a focus on maintaining financial stability.

The Council reviewed the Evans Park expenses including new line items for recreational activities and seasonal decorations.

Mayor Belinko stated he would like to have a contract inspection team regularly check the playground equipment. Mr. Mumford would be adding a line for inspections into playground equipment.

Ms. Brienza asked why so many items were under Economic Development and not under Recreation Programs. Mr. Mumford explained the items in question are placed there in the event Ms. Bradford needs supplies to run the different programs.

Mayor Belinko would like to have decorations to celebrate the 250th anniversary at the park and have that added to the budget.

Mr. Parent would like council to consider increasing spring coverage of police from April 1st to Memorial Day to 45 hours, due to visitors coming earlier in the spring. Mr. Parent feels after Labor Day or Fall/Winter hours could return to 40. Mr. Parent would like to see 50 hours in the summer.

The Council thanked Mr. Mumford and Ms. Scerra and the team for their hard work on the proposed budget. Mayor Belinko shared that there will be a public hearing at the next meeting to discuss the budget before finalizing.

F. Discuss, consider, and possible vote on establishing a separate Bank Account for Roxana Fire Company (Impact Fees) – William Mumford, Finance Administrator

Mayor Belinko stated this would work exactly how we work it with Millville Fire Company. Millville, due to the homes being built, is now being covered by Millville and Roxana Fire Departments.

Ms. Brienza made a motion to establish a separate Bank Account for Roxana Fire Company. Ms. Sosnoski second the motion. Motion passed unanimously 5-0.

G. Discuss, and possible vote on Executive Session items.

Ms. Brienza made a motion to accept the Town Manager’s personnel recommendations. Ms. Sosnoski second the motion. Motion passed unanimously 5-0.

Ms. Brienza made a motion to approve the Town Manager’s annual salary. Mr. Parent second the motion. Motion passed unanimously 5-0.

11. MAYOR AND TOWN COUNCIL COMMENTS

Ms. Brienza discussed the possibility of hosting a “Stuff the Bus” event to collect new clothing with tags for kids in need. Ms. Brienza shared that the requests come from staff at schools. (Teachers, Counselors, Nurse)

Ms. Sosnoski thanked everyone that worked on the election and thanked the community for their participation and coming out to vote. Ms. Sosnoski also thanked all staff and the community for the Easter Egg Hunt.

Mayor Belinko also thanked the community for the Easter Egg Hunt, mentioning our municipality may be the only town that involves youngsters with disabilities.

Mayor Belinko mentioned a grant opportunity for bike lines, alternative transportation, bicycle rental, and more. Mayor Belinko stated he will be sharing that information with Town Manager and Council.

DRAFT: 03-25-2026 REVISED 04-13-2026

APPROVED: 04-14-2026

12. **ANNOUNCEMENT OF NEXT MEETING** – Tuesday, April 14, 2026, at 7:00 P.M.

13. **ADJOURNMENT**

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

Mayor Belinko closed the meeting at 8:15 P.M.

Respectfully submitted,

Trish Marcules
Town Clerk