

**Town of Milton**  
**Town Council Meeting Minutes**  
**January 3, 2005**

**7:15 P.M. OPEN FLOOR:**

Kathleen Greig, President of the Garden Club, expressed thanks to the maintenance department for all of the help they have given in the past. The Garden Club would like to propose major renovations to the downtown area including Magnolia Square.

Don Post provided a list of the projects the Garden Club would like to accomplish including hanging planters, and possibly replacing barrels around downtown. Mr. Post has contacted Representative George Carey about helping with the cost. The estimated cost is around \$9,000.00. He would like to see something done with the alley between the flower shop and the antique store, possibly an archway. Also would like the tree wells to have wiring for white lights to be put on the trees downtown. Councilman Dvornick will contact the Lions club about replacing the trash cans downtown.

Mayor John F. Bushey called the meeting to order at 7:30 p.m. at the Fire Hall, 116 Front Street.

Councilwoman Betts offered the opening prayer.

Mayor Bushey called the roll.

PRESENT: Mayor John Bushey  
Councilwoman Leah Betts  
Councilman Charlie Fleetwood  
Councilman Noble Prettyman  
Councilman Gene Dvornick  
Councilwoman Ronda Melson

Those Absent: Councilman Jerry Hudson

Others Present: Jocelyn Jenkins, Town Clerk  
Eric Evans, Code Enforcer  
Stephanie Coulbourne, Finance Clerk  
Allen Atkins, Town Maintenance  
Tim Willard, Town Attorney

**Presentation and Approval of Minutes-**

Minutes from the December meeting were not available; approval was removed from the agenda.

**Committee Reports**

Sewer & Water – Councilwoman Melson advised those in attendance of the new rates that go into effect with the 4<sup>th</sup> quarter billing. A letter stating the changes will accompany the bill.

Streets & Sidewalks- A meeting was held December 17<sup>th</sup>. Pedestrian signs have been ordered and the strips will be painted on the crossovers. Anyone walking after dusk should carry a flashlight. Allen Atkins is having trouble finding a contractor that will do the curb cuts. The Town has the funds for the project.

Personnel – It was noted that Town Hall will be open from 9 a.m. to noon on Saturday, January 22 and Saturday, January 29<sup>th</sup> for residents that wish to register to vote for the March 5, 2005 election. Town Manager position- 18 applications have been received; the committee has narrowed it down to 6 applicants. The committee will have interviews on January 20<sup>th</sup>. The new Town Manager is to be in place by the end of February. An executive session is needed.

Parks & Recreation – Councilman Fleetwood will be asking for sponsorship for the summer concerts in the park. A drawing was given to Council members showing the proposed Bicentennial Garden. It will contain low maintenance trees and shrubs and also included an arbor with wisteria growing over it. The proposal will be forwarded to DNREC for their approval.

Economic Development – Food Lion shopping center is now full. Clipper Square front has been renovated.

Historic Preservation – Next meeting will be January 4<sup>th</sup> with a possible second meeting on January 17<sup>th</sup>.

200<sup>th</sup> Anniversary- Next meeting will be January 19<sup>th</sup> 7:00 p.m. at the Library.

Planning & Zoning –No Report

Board of Adjustment – No Report

Milton Development Corporation –Shows have been planned for April.

Finance/Risk Management –No Report

New Police Building- A letter has been submitted to the land acquisition committee for a possible building.

### **Written Reports**

Maintenance Report- Councilman Fleetwood motioned to accept the report as written. Councilman Dvornick seconded the motion.

Motion carried – “Aye”

Code Enforcer Report- Councilman Fleetwood motioned to accept the report as written. Councilman Dvornick seconded the motion.

Motion carried – “Aye”

Police Department Report- Councilman Fleetwood motioned to accept the report as written. Councilman Dvornick seconded the motion with a correction to the spelling of “Mayor”.

Motion carried – “Aye”

Town Clerk Report- Councilman Fleetwood motioned to approve as written, seconded by Councilwoman Melson. Councilman Dvornick questioned the drafts for the Town Standards. It has been 8 weeks. Jocelyn Jenkins will follow up with Cabe Associates.

Motion carried – “Aye”

### **Correspondence**

Councilwoman Melson read letters from:

- 1) Chesapeake Utilities- thanking Council for allowing them to give a presentation at the December meeting.
- 2) Delaware League of Local Governments will hold its next meeting January 27<sup>th</sup> at the Dover Sheraton.
- 3) George & Carolyn Beryl- letter regarding code violations around their property. Pictures provided. Wants town to take action.
- 4) Catholic Diocese- wants a tax relief for property at 210 Mulberry Street
- 5) Division of Arts-send updated guidelines for grants to support art activities.

### **Old Business**

Carey Properties-Jeff Clark gave a brief overview of the project. Approved as a LPD (large parcel development) in September. Master Plan has been approved with conditions. A MOU (memorandum of understanding) was signed December 9, 2004 by Cape Henlopen School Board President, Allan Redden, for a 50 foot right-of-way between the school and the Carey Development for future use. There will no longer be a connection to the school property. All provision changes will take place. Once approved, they will continue to complete the site plans. Architectural plans will be presented during site plan approval.

Councilman Fleetwood made a motion to forward to Planning and Zoning to add the architectural structures in the plans. Councilwoman Betts seconded the motion.

Motion carried – “Aye”

Hiring of Bond Counsel- Mr. Fry gave a presentation to Council in December. Per Town Attorney, Tim Willard, table agenda item until an agreement is received from Mr. Fry. Item tabled.

Hiring of Financial Advisor- Council received an agreement from Mr. Lester Guthorn. Councilman Dvornick made a motion to hire Mr. Guthorn, seconded by Councilwoman Betts.

Motion carried – “Aye”

Frederick Street - Bids for the project came in extremely high. Return to the sewer and water committee for review.

## **New Business**

NV Homes- Sales Managers from Ryan Homes and NV Homes were present to answer questions. They would like two sales trailers on the Cannery Property until construction is complete on the two model homes. Trailers to be in place from March to September and will be landscaped.

Councilman Fleetwood made a motion to approve the sales trailers, seconded by Councilman Prettyman.

Motion carried – “Aye”

Pintail Management Minor Subdivision- John Hopkins showed a plan to subdivide one parcel where DogFish Head Brewery is located, into three parcels.

Councilwoman Melson made a motion to send to Planning & Zoning, seconded by Councilman Fleetwood. Let the record show that Councilman Dvornick refrained from voting on the issue.

Motion carried – “Aye”

Annexation Request-Roger Gross from Merestone gave a proposal to annex Holly Lake Trailer Park into town limits. Mr. Gross understands that trailers are not allowed in town limits and will address the issue if the annexation is approved. Council discussed the issue with the sewer capacity and would not be able to provide sewer until a later date. Councilman Prettyman made a motion to forward the request to Planning and Zoning, seconded by Councilman Fleetwood.

Motion carried – “Aye”

Applications for annexations will be forwarded to Planning and Zoning. Town Council will follow the application to the State Planning Coordinator.

Councilman Dvornick made a motion to grant Catholic Diocese a tax exemption for 210 Mulberry Street, seconded by Councilman Prettyman.

Motion carried – “Aye”

Capital Expenditure Review- A price was received to complete the Town Manager’s office and to update the office furniture within Town Hall. Total cost for items and installation is approx. \$20,000.00. The new office furniture will take 6-8 weeks to arrive. This cost does not include a computer, telephone etc. for the new Town Manager. The Code Enforcer’s car needs to have repairs done to be able to drive the car. Councilman Dvornick made a motion to forward the issues to the Finance Committee, seconded by Councilwoman Melson.

Motion carried – “Aye”

Councilman Fleetwood made a motion to have the Finance Committee review the request from the Garden Club, seconded by Councilman Dvornick.

Motion carried – “Aye”

Regarding the complaint to clean up the corner of Walnut and Front, Eric should be given support to take care of the issues.

Councilman Fleetwood made a motion to finance the clean up and to bill the owners for the cost. If the bill is not paid, a lien will be placed on the property. Motion seconded by Councilwoman Betts.

Motion carried – “Aye”

Councilman Fleetwood made a motion to go into Executive Session at 8:20 p.m. Seconded by Councilwoman Betts.

Motion carried – “Aye”

Respectfully submitted,

Stephanie Coulbourne

slc: 2/3/05