

**Town of Milton**  
115 Federal Street  
Milton, DE 19968



[www.milton.delaware.gov](http://www.milton.delaware.gov)  
Phone: 302-684-4110  
Fax: 302-684-8999

**AMENDED AGENDA**  
**Milton Town Council Meeting**  
Grace Church Fellowship Hall, 512 Union Street  
Monday, November 2, 2020  
5:00pm Executive Session; 6:30 pm Regular Meeting

**PLEASE NOTE – AS PERMITTED BY GUBERNATORIAL AUTHORITY, IN ORDER TO LIMIT THE RISK OF POTENTIAL COVID-19 EXPOSURE, THERE SHALL BE LIMITED ENTRY TO THE TOWN COUNCIL MEETING. THE PUBLIC IS ENCOURAGED TO PARTICIPATE IN THE COUNCIL MEETING EITHER BY ATTENDING OR CONNECTING ELECTRONICALLY. FURTHER INSTRUCTIONS ARE LISTED AT THE BOTTOM OF THIS AGENDA.**

1. Call to Order
2. Roll Call
3. Additions or Corrections to the Agenda
4. Agenda Approval
5. Executive Session:
  - a. Discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion would disclose the contents of such documents, including records of any building or structure operated by the State or any of its political subdivisions, the disclosure of which would reveal the building's or structure's life, safety and support systems, surveillance techniques, alarm or security systems or technologies, operational and evacuation plans or protocols, or personnel deployments
  - b. Discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion would disclose the contents of such documents
  - c. Strategy sessions, involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation, when an open meeting would have an adverse effect on the bargaining or litigation position of the public body
  - d. Personnel matters in which the names and abilities of an individual employees are discussed
6. Discussion and possible vote on Executive Session items
7. Moment of Silence
8. Pledge of Allegiance to the Flag
9. Public Participation
10. Requests for removal of items from the Consent Agenda
11. Approval of the Consent Agenda on the following items:
  - a. Written Committee Reports
  - b. Written Department Reports: Town Managers Report, including the Administrative, Project Coordinator, Police, Code Enforcement, and Public Works Department Reports
  - c. Finance Report and Statement of Revenues and Expenditures for September 2020

- d. Minutes: September 21, 2020 and October 5, 2020 and October 13, 2020
- e. Executive Session Minutes: September 21, 2020, October 5, 2020 and October 13, 2020

12. Discussion and possible vote on items removed from the Consent Agenda

13. Old Business- Discussion and possible vote on the following items:

- a. Rails to Trails Phase II Lighting Design

14. New Business – Discussion and possible vote on the following items:

- a. Sidewalk waiver request from Marilyn Taggart of 208 Ridge Road
- b. Resolution 2020-020 to propose borrowing of up to \$1,670,000 to finance public water system improvements. (Interim interest only payments pending 100% loan forgiveness) and to order the referendum to be scheduled
  - \* Resolution 2020-021 to schedule a public hearing for the purpose of borrowing of up to \$1,670,000 to finance public water system improvements (interim interest only payments pending 100% loan forgiveness) and to order the referendum to be scheduled
- c. Appointment of Board of Special Elections
- d. Shipbuilders Treatment Facility Contract 2020-0131, pavement amendment
- e. Shipbuilders Treatment Facility Contract 2020-0133, project change order for pump control panel
- f. Request from Fernmoor Homes at Heritage Creek for Town Council to approve final record plat for subdivision Phase 8B and 8C

15. Adjournment

Pursuant to 29 Del. C. § 10004(e) (2), Agenda items as listed may not be considered in sequence. This Agenda is subject to change to include additional items including Executive Sessions or the deletion of items including Executive Sessions, which arise at the time of the Meeting. Pursuant to 29 Del. C. § 10004(e) (4), this Agenda was prepared and posted by the Town Clerk on October 26, 2020, at 4:50pm.

\* Agenda was amended by the Town Clerk on October 29, 2020 at 11:00 am to include Resolution 2020-021

-MEETING INSTRUCTIONS-

Milton Town Council is holding this meeting under the authority issued by Governor John C. Carney through Proclamation No. 17-3292. The meeting will be conducted in person and by teleconference technology.

To join the meeting via phone, please dial:

Dial -in Number: (425) 436-6360      Passcode: 500943  
Or

Video and Screen Sharing:

Online meeting ID: tqauss

Online meeting link:      <https://join.freeconferencecall.com/tquass>

Members of the public joining the meeting on the phone will be provided an opportunity to make comments under the Public Comment section of this agenda only.

If any member of the public would like to submit comments electronically, please feel free to send them to [krogers@ci.milton.de.us](mailto:krogers@ci.milton.de.us). All comments shall be submitted by 4:30 P.M. on Monday, November 2, 2020.

Restrictions are being implemented to limit the exposure and risk related to "COVID-19" for Town personnel and members of the public who seek to attend the Town Council Meeting. Facial coverings will be required as well as practicing social distancing and the use of hand sanitizer at the door upon entry. These decisions are being made under the authority issued by Governor John C. Carney through Proclamation No. 17-3292. See: <https://governor.delaware.gov/proclamation-173292-03132020/>.



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October 28, 2020

To: Mayor and Town Council  
From: Kristy Rogers, Town Manager  
Re: October Monthly Report



To follow is a summary of administrative highlights:

- Viewed University of Delaware, IPA webinar session titled “Managing Local Watershed and Drainage Issues in Your Community”.
- Completed process in Edmunds on closing FY2020, and beginning FY2021.
- Viewed webinar session on updates to State health insurance portal.
- Attended staff meeting at the police department.
- Viewed FOIA Coordinators session as presented by the Delaware Department of Justice.
- Attended Gazebo signage dedication ceremony in recognition of Charlie Fleetwood.
- Continued communication and coordination with building and business owners impacted by fire at 105 Federal Street.
- Viewed Water Infrastructure Advisory Committee meeting in which Milton’s application for funding on water main upgrades on Atlantic Avenue, and portions of Chestnut Street and Atlantic Street were on the agenda. Milton received verbal approval of funding with 100% principal forgiveness at project completion. Began coordination of referendum process.
- Completed graduate course “Strategy in Organizations”.
- Inducted to Sigma Beta Delta in recognition of high scholastic achievement.
- Sponsored an American Flag through the Milton Lions Club in its upcoming Honor Our Veterans 2020 along the Odd Fellow Cemetery on Union Street.
- Call with KCI on status of Community Impact Fee study.
- Attended Sussex County Association of Towns Steering Committee meeting.
- Authorized conditional offer for police officer position. This hire was the last to fulfill all vacant positions within Town departments.
- Continued coordination and communication related to annexation petitions.
- Viewed a webinar on the Americans with Disabilities Act related to creating separate fund for improvements.
- Met with Town Engineer on the status of projects.
- Continued organization and oversight of Town projects and administrative matters, and meetings with supervisors and staff members.

## Status of Projects:

- Milton Rails to Trails, Phase II (Federal Street to Lavinia Street) – Follow-up discussion occurred with Delaware Department of Forestry related to plantings. Since the Town has not

received the Agreement for responsibility of the Trail, fall planting timeframe has passed and is now scheduled for Spring (April).

- Town Comprehensive Plan: Zoning Code is the next section to review and propose revisions. A utility/construction manual has been reviewed by Mr. Wingo and comments sent to Pennoni to proceed.
- Wagamons Water Main Extension – Town is trying to finalize needed easement; waiting for property owner review and signature.
- Shipbuilders Well and Treatment Facility – Progress meeting was held October 15<sup>th</sup>. Permits are pending information for release.
- Magnolia Street / Municipal Parking Lot drainage (including bulkhead): Final design plans are begin prepared.
- Sidewalk Repairs – Sidewalk violation letters were mailed August 21<sup>st</sup>. Mr. Wingo and Mr. Wilson have been meeting with residents on needed repairs. Follow-up staff meeting is scheduled November 2<sup>nd</sup>.
- Community Impact Fee Study – The fee study is in progress; still waiting for recent data collection.
- Atlantic Avenue (from Union Street to Country Road), Chestnut Street (from Front Street to Coulter Street) and a portion of Atlantic Street: water main, valve, corporation and town service line replacement – received Atlantic Street permit from DelDOT. Working towards completion of specifications for Atlantic Street. Drinking Water State Revolving Fund (DWSRF) funding was awarded by WIAC with 100% principal forgiveness at project completion; working on coordination of process and notices for referendum.
- Homeland Security Grant - for security improvements in the Lobby area at Town Hall: finally received three quotes. Quotes are under review for selection.
- ADA Transition Plan and Self-Assessment Report - coordinating efforts with University of Delaware, Center for Transportation, for assistance and development of required plans. Funding was approved in the FY2019 Town budget and carried into FY2020 and FY2021.
- Purchasing Procedure – Ad-Hoc Finance Committee will forward to Mayor and Town Council once ready for adoption.
- Capital purchase policy and procedure - Finance Committee is preparing and will forward to Mayor and Town Council once complete. A draft has been prepared and will be put to “test” during the six-month budget review process.

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October 26, 2020

To: Mayor and Town Council  
From: Stephanie Coulbourne, Town Clerk *SC*  
Re: September Administrative Report

In addition to administrative functions, below are highlights completed by the administrative staff for the month of October:

- Created Town Council packets for November 2<sup>nd</sup> Council meeting as well as public packets
- Prepared and posted agendas for Town Council, Planning and Zoning, Board of Adjustments, and Water Committee meetings
- Transcribed Council meeting minutes for September 21, 2020 and October 5, 2020.
- Posted COVID-19 and Mosquito Control updates as well as Delaware Health and Social Services Halloween guidelines on the Town website
- Posted meeting notice and supporting information for Delaware Historical & Cultural Affairs- Amend Milton Historic District on the Town website
- Posted departmental monthly reports and Council minutes on the website
- Rolled over the financial systems for the new budget year
- Prepared and printed the third quarter utility billing
- Attended weekly Wilmington University Municipal Supervisory Training classes
- Three staff members completed weekly Delaware Municipal Clerks Institute classes for 2020. Mindy Ribinsky completed her third and final year of the classes.
- Attended the State of Delaware Department of Justice FOIA Coordinator Training class virtually
- Updated the *Welcome to Milton* brochure
- Submitted monthly pension contributions for all employees
- Processed accounts payable checks on a weekly basis
- Processed requests from mortgage companies seeking tax and utility balances for 20 settlements and 19 refinances
- Processed payments for tax and utility accounts
- Continued with the records retention project
- Attended the Gazebo dedication in honor of Charlie Fleetwood
- Continued organization and oversight of Town administrative matters





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1 November 2020

To: Mayor and Town Council

From: Thomas R. Quass

A handwritten signature in black ink, appearing to be "T. Quass", written over the printed name.

Re: Monthly Report, Project Coordinator

The following activities occurred during the period covering 9/28/2020 - 10/26/2020

- Administratively approved 49 building permits.
- Completed multiple research requests for members of the various Boards and Commissions.
- Answered various inquiries of Commission and Board members, Town Council, Staff and clients.
- Compiled agendas and assembled informational packages for various Commissions and Boards.
- Attended virtual/electronic, and in person meetings of the Planning and Zoning Commission, Historic Preservation Commission, Town Council, Board of Adjustment, and Staff Meetings as required.
- Met with clients regarding application processes, and reviewed applications as needed.
- Attended virtual meeting of the Delaware State Review Board for Historic Preservation to view the presentation of the National Register Nomination of the Amended Milton Historic District. The board approved the nomination. The next step will be a review by the Keeper of the National Register of Historic Places in Washington, D.C. for final approval.
- To date there have been no complaints filed by tenants under Chapter 164 Rental Properties.





# Milton Police Department Monthly Report

## October 2020

Submitted by Chief Derrick L. Harvey

# MILTON POLICE DEPARTMENT



*Chief Derrick L. Harvey*

*101 Federal Street • Milton • Delaware • 19968*

*Phone: (302) 684-8547 • Fax: (302) 684-8046*

## **Monthly Highlights**

October 2020

Cpl Taylor, Cpl Whitehouse and Pfc Chavez-Rivera attended a workshop on civil unrest and social issues in Dover.

Officers have been working OHS speeding and distracted driver special duties.

We started reorganization projects in station to optimize work space for staff.

Completed open hiring process for two positions.

Sherrie Harmon joined the Milton Police Department coming from Lewes Police Department with 18 years of experience to hold the position of Administrative Lieutenant.

# MILTON POLICE DEPARTMENT



PRIDE

INTEGRITY

*Chief Derrick L. Harvey*

101 Federal Street • Milton • Delaware • 19968

Phone: (302) 684-8547 • Fax: (302) 684-8046

## MILTON TOWN COUNCIL MEETING Monday, November 02, 2020

### POLICE REPORT FOR THE MONTH OF July 2020

TOTAL COMPLAINTS	90
TOTAL CHARGES FOR THE MONTH(criminal + traffic)	217
ADULT ARRESTS	5
JUVENILE ARRESTS	0

### COMPLAINTS

ACCIDENTS	10
DUI	2
DOMESTICS	5
ASSIST OTHERS AGENCIES	14
OTHERS, CPC, ESCORTS	59
TOTAL COMPLAINTS FOR MONTH	90

### PATROL DATA, DOOR CHECKS, MAN HOURS

VEHICLE PATROL HOURS	557.5
INVESTIGATION / MISC HOURS(AOA,PAPERWORK,ETC)	139
FOOT PATROL HOURS	40.5
TOTAL MAN HOURS	737
PROPERTY DOOR CHECKS	140
TOTAL MILEAGE FOR MONTH	3,056

### CRIMINAL CHARGES

MISDEMEANER	7
Local Fugitives	8
FELONY	17
TOTAL	32

TRAFFIC CHARGES

VARIOUS TRAFFIC VIOLATIONS	99
TOTAL	99

WARNINGS	86
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PERSONNEL AS OF THIS REPORT

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1	CHIEF
0	CAPTAIN
1	LIEUTENANT
0	SERGEANTS
0	DETECTIVE / SGT.
2	CORPORALS
1	PATROLMAN FIRST CLASS
2	PATROLMAN
0	RECRUIT/CADET
1	ADM. ASST. TO POLICE DEPT.

*Derrick L. Harvey*

Derrick L. Harvey  
Chief of Police

Date Submitted: 10/27/2020

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Phone: 302-684-4110

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October 27, 2020

To: Mayor and Town Council

From: Robert Wilson, Code Enforcement Officer

Re: Code Department Monthly Report

Attached you will find a report containing the majority of the duties performed by the code enforcement officer for the month of October, 2020. I am able to elaborate on any, and all, of the duties that are present in this report, if necessary.

Please feel free to contact me if there are any questions and/or comments.





## C.E. MONTHLY REPORT – OCTOBER 2020

### Permits Issued:

120 Federal St.	Crawlspace Liner
416 Hemlock St.	Fence Installation
227 Lantern Ln.	Paver Patio
421 Mainsail Ln.	Rollback Dumpster
101 Ellison Dr.	Bathroom Renovation
110 Union St.	Replace Section of Stairs
240 Lantern Ln.	Fence
103 Broadkill Rd.	Sign
114 Tilney St.	Fence
308 Arch St.	Single Family Dwelling
310 Arch St.	Single Family Dwelling
312 Arch St.	Single Family Dwelling
314 Arch St.	Single Family Dwelling
318 Arch St.	Paver Patio
417 Federal St.	Replace Gutter, Step & Fascia
111 Chestnut St.	Paved Driveway
321 Mariners Cr.	Paver Patio & Walkway
201 Chandler St.	Shingle & Gutter Replacement
110 Broadkill Rd.	Paved Parking Lot Repairs
401 Atlantic Ave.	Replace Roof, Soffit & Fascia
205 Mill Pond Ave.	POD Set In Street
308 Mariners Cr.	Fence
115 Lavinia St.	Fence
106 Broad St.	Spot-Replacement of Shingles
334 Union St.	Interior Renovations
420 Chestnut St.	8' x 13' Concrete Patio
611 Federal St.	Replace Shingles & Siding
205 Federal St.	Replace Cornice
115 Collins St.	Replace 2 Utility Poles
108 Federal St.	Interior & Exterior Wall Repair
412 Chestnut St.	Repair/Replace Sidewalk/Curb
510 Union St.	Repair/Replace Sidewalk/Curb

## C.E. MONTHLY REPORT – OCTOBER 2020

102 Lake Dr.	Repair Block, Framing & Siding
113 Carriage Dr.	Construct New Deck
110 Federal St.	42" Tall Fence
108 Federal St.	6' Tall Fence
312 Walnut St.	Replace Shingles & Repair Window
329 Mariners Cr.	Paver Patio
131 Union St.	Paver Walkways
315 Valley Rd.	Install New Window
407 Village Center Blvd.	Paver Patio
531 Union St.	Re-Shingle House Roof
535 Union St.	Repair Flat Roof
206 Chestnut St.	Install Concrete Lap Siding
134 Eaton Ln.	Replace Shingles
121 Morris Ave.	Replace Shingles

- **Issued 12 Certificates of Occupancy**

**Violations:**

Off Street Parking	2
Grass Height	22
Junk	4
Vehicles	1
Sidewalk Obstruction	1
Work w/o Bus. License	2
Building Construction	1
Housing Standards	1
Work w/o Permit	5
Hours of Construction	3
# of Temp. Signs	2
Sign In R.O.W.	1
Hours of Construction	1

**Certified Letters Mailed:**

Grass Height	5
Unregistered Vehicles	1
Housing Standards	1
Junk	2

**Business Licenses Issued:**

General Services	5
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## C.E. MONTHLY REPORT – OCTOBER 2020

Professional Services	10
Peddlers License	1
Residential Rental	3
Commercial Contractor	1
Residential Contractor	3
Kiosk	1

**10/2/20** – Spoke with a potential property buyer about new construction permit fees.

**10/5/20** -- Spoke with builder about new construction permit questions.

**10/7/20** – Responded to a complaint about concrete dust from a saw on Oysterman Dr.

**10/7/20** – Spoke with resident about dog licensing required by the town.

**10/14/20** – Spoke with property owner regarding permitting for sealing a metal roof.

**10/22/20** – Spoke with contractor regarding business licenses.

**10/26/20** – Spoke with a builder regarding obtaining a sidewalk waiver.

**10/26/20** – Responded to a complaint about a utility trailer and fallen trees.

**10/27/20** – Responded to a complaint about filing cabinets and other miscellaneous items in yard.



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**To: Mayor and Council**

**From: Greg Wingo, P.W.S.** *Greg Wingo*

**Re: October Monthly Report**

**Date: October 27, 2020**

For the month of October, I have supervised the daily, weekly and monthly task for Public Works Water, Streets and Parks Departments. I have reviewed, answered and sent several emails, reviewed plans, received and made several phone calls, reviewed and signed off on 42 new permits and closed out 32, had meetings with PW Staff, Contractors, Homeowners, Town Staff and Town Engineers. Performed a walkthrough punch list on phase 3A and 3B in Heritage Creek. Had training/toolbox talks with PW Staff. Below you will see a summary of highlights and updates on projects.

## Water Department

- **Water Leaks:** 1000 Atlantic Ave (leak was at curb valve, P.W. repaired), 403 Cedar St. (leak was at old water meter harp, plumber repaired), 501 Atlantic Ave (water meter harp leaking, plumber repaired and install scheduled for a water meter pit outside).
- **Water Taps:** P.W. Installed a water tap at 417 Pine St. and 109 Union St.
- **Wagamon's Water Main Ext. Project** – Currently, the Town's Solicitor and Town Manager are working on an easement. The install of the water main has been completed and is being used. All other punch list items have been completed.



- Shipbuilders Treatment Facility – Attended progress meeting with contractors and town's engineers, had a site visit to discuss material storage, vehicle parking, construction entrance, safety for the children, times when the contractors can come and go on the school property and electric. Had an onsite meeting with Craig Mills from Sussex Conservation District to go over storm runoff, silt fence and keeping up with a clean free site.
- Atlantic Ave and Chestnut St. Water Main Replacement Project: No update.
- Atlantic Street Water Main Upgrade – We have received the DelDot Permit. Reviewing plans to be sure everything is good.
- Utility Billing: Completed water meter readings, stuffed all the bills and sent to Post Office.
- Cleaning, Painting and Installing Reflective Tape on all Fire Hydrant Flags: 158 flags have been completed.

#### Streets Department

- Curb Line Clean up: P.W. Staff have been very hard at work trimming limbs and brush off the curb line on all town owned roadways. As of today, 71 streets have been completed.
- Chestnut Crossing – No update to report.
- Merriweather Sub-Division – Lee Ann (owner) said they are currently working on the storm drain issues with Craig Mills from SCD. They have noticed a lot of truck traffic turning around on the road and have blocked the road off so curbs do not get damaged. Aaron (owner) is working on the water services. After all of this is completed they will pave.
- Sidewalks town wide – I have been meeting with property owners and contractors for repairs of sidewalks. As of today, we have talked to 11





property owners, 10 property owners have not reached out to us. We have one property owner that has completed the sidewalk repairs.

- Front Street Road, Curbing, Drainage & ADA Ramps Project: Plans are being reviewed from the property management company.
- Town Owned Sidewalk Repairs: Rails to Trails Phase #1 tripping hazard on Federal St Side has been repaired.
- 204 Union St: Apple Electric is installing a new light pole for this location. The light pole was hit, P.W. removed.
- Carlton Drive Signs and poles: P.W. has started the install of the poles and signs. This was from a truck striking several poles and signs.

#### Parks Department

- Rails to Trails Phase #2 – Waiting on the agreement letter from the State. Had a phone conference call with Mrs. Rogers and Mrs. Braunskill (Urban Forestry Coordinator) to discuss tree planting on the trail. We are planning on planting starting early spring of 2021.
- Two Pole Lights: Apple Electric has started the install of two pole lights in Memorial Park.



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**RESOLUTION 2020-020**

**TO PROPOSE BORROWING OF UP TO \$1,670,000  
TO FINANCE PUBLIC WATER SYSTEM IMPROVEMENTS  
(Interim interest-only payments pending 100% loan forgiveness)  
AND TO  
ORDER THE REFERENDUM TO BE SCHEDULED**

**WHEREAS**, the Town of Milton, Delaware, owns, operates, and maintains a public water system; and

**WHEREAS**, the Town proposes to construct certain water system improvements, being water main replacement under Atlantic Avenue, a portion of Chestnut Street (from Front Street to Coulter Street), and a portion of Atlantic Street; and

**WHEREAS**, the Town has applied to the State of Delaware and has received a commitment from the Drinking Water State Revolving Fund ("DWSRF"), to finance the total cost of the project with 100% principal forgiveness at project construction completion with the town's only obligation to pay interest during construction; and

**WHEREAS**, Town Charter, Section 33, outlines specific procedures that must be followed before the Town may incur such indebtedness;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Town Council of the Town of Milton as follows:

1. Notice is hereby given to the residents and property owners of the Town of Milton that the Mayor and Town Council proposes to borrow, on the full faith and credit and taxing power of the Town, an amount of money not to exceed \$1,670,000.00, to fund the water main replacement as described.
3. The DWSRF loan qualified for 100% principal forgiveness once construction is complete. The Town is required to pay semi-annual interest-only payments during construction. The loan term is a 20-year period at an annual interest rate of 2%.
4. A referendum on the proposed borrowing shall be held on Saturday the 16<sup>th</sup> day of January, 2021, from 8 am until 6 pm at the Milton Town Hall, 115 Federal Street, Milton, Delaware 19968.
5. At the said special referendum, every non-resident property owner owning property within the Town of Milton, including those who have placed their property in a revocable trust, shall have one vote. Further, every partnership or corporation owning property within the Town of Milton shall have one vote. Notwithstanding how many properties are owned by a single non-resident

property owner, partnership or corporation, only one vote will be allowed for each such non-resident property owner, partnership or corporation. In addition, every person, male or female, who shall have attained the age of eighteen (18) years on the date of the special referendum and who shall be a citizen of the United States and a bona fide primary legal resident of the Town shall have one vote. Under no circumstances shall a single eligible person or entity be allowed to enter more than one vote, even if such person or entity shall qualify to vote under more than one of the applicable criteria. The votes may be cast either in person or by absentee ballot.

6. The ballot for the referendum shall read as follows:

The purpose of said referendum is for the Town to borrow funding for water system improvements which is water main replacement under Atlantic Avenue, portion of Chestnut Street (from Front Street to Coulter Street), and portion of Atlantic Street. The Town has received approval for the \$1,670,000.00 (Interim interest only payments pending 100% loan forgiveness) from the State of Delaware. Term of such loan is an interest rate of 2% and a 20-year term. The source of funding is the State of Delaware Drinking Water State Revolving Fund.

I APPROVE

I DISAPPROVE

5. Notices shall be published as required by the Town Charter.

**I, THE UNDERSIGNED**, Secretary of the Town Council of the Town of Milton do hereby certify that, following a public hearing noticed pursuant to Section 33(a)(2) of the Town Charter, the above Resolution was passed at the meeting of the Mayor and Town Council, duly called and convened, held on the 7<sup>th</sup> day of December, 2020, at which a quorum was present and voting throughout and that same is still in full force and effect.

**TOWN OF MILTON**

**BY:** \_\_\_\_\_  
**SECRETARY OF TOWN COUNCIL**

**DATE:** \_\_\_\_\_

*Town of Milton*  
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**RESOLUTION 2020-021**

**TO SCHEDULE A PUBLIC HEARING ON RESOLUTION 2020-20  
[TO PROPOSE BORROWING OF UP TO \$1,670,000  
TO FINANCE PUBLIC WATER SYSTEM IMPROVEMENTS  
(Interim interest only payments pending 100% loan forgiveness)  
AND TO  
ORDER THE REFERENDUM TO BE SCHEDULED]**

**WHEREAS**, the Town of Milton, Delaware, owns, operates, and maintains a public water system; and

**WHEREAS**, the Town proposes to construct certain water system improvements, being water main replacement under Atlantic Avenue, a portion of Chestnut Street (from Front Street to Coulter Street), and a portion of Atlantic Street; and

**WHEREAS**, the Town has applied to the State of Delaware and has received a commitment from the Drinking Water State Revolving Fund ("DWSRF"), to finance the total cost of the project with 100% principal forgiveness at project construction completion with the town's only obligation to pay interest during construction; and

**WHEREAS**, Resolution 2020-20 proposes to borrow up to \$1,670,000 to finance public water system improvements (with interim interest-only payments pending 100% loan forgiveness) and to order that a referendum be schedules); and

**WHEREAS**, Town Charter, in Section 33, outlines specific procedures for the Town to incur such indebtedness, including a public hearing on the aforementioned Resolution 2020-20; and

**WHEREAS**, notice of the time and place of the hearing on the aforementioned Resolution shall be printed in one newspaper having a general circulation in the Town and posted on the Town bulletin board and website at least one week before the time set for the public hearing, with the Charter authorizing but not requiring distribution in a circular form as well;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Town Council of the Town of Milton that a public hearing on Resolution 2020-20 shall be held on December 7, 2020 at 6:30 p.m. at Grace Church Fellowship Hall, 512 Union Street, Milton, Delaware 19968.

**I, THE UNDERSIGNED**, Secretary of the Town Council of the Town of Milton do hereby certify that the above Resolution was passed at the meeting of the Mayor and Town Council, duly called and convened, held on the November 2, 2020, at which a quorum was present and voting throughout and that same is still in full force and effect.

**TOWN OF MILTON**

**BY:** \_\_\_\_\_  
**SECRETARY OF TOWN COUNCIL**

**DATE:** \_\_\_\_\_