

CITY OF MILFORD
COUNCIL MEETING MINUTES
April 11, 2022

The City Council of the City of Milford met virtually in Regular Session on Monday, April 11, 2022.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilpersons Daniel Marabello, Mike Boyle, Andrew Fulton, Andrew Fulton, Todd Culotta, Brian Baer, Nirmala Samaroo, Jason James Sr., and Katrina Wilson

STAFF: City Manager Mark Whitfield, Police Chief Kenneth Brown, and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops were held in the Council Chambers at City Hall though attendees were able to participate virtually.

CALL TO ORDER

Mayor Campbell called the meeting to order at 7:02 p.m.

INVOCATION AND PLEDGE

The invocation was given by Councilmember Wilson, followed by the Pledge of Allegiance.

APPROVAL OF PREVIOUS MINUTES

Included in the packet were minutes from the February 14, 2022, February 28, and March 14, 2022, Council Meetings and March 23, 2022, and March 28, 2022 Council Workshops. A motion to approve was made by Councilmember Boyle, seconded by Councilmember Fulton. Motion carried.

RECOGNITION

Proclamation 2022-07/National Public Safety Telecommunicators Week

Mayor Campbell proclaimed the week of April 10 to 16, 2022 as National Public Safety Telecommunicators Week in the City:

PROCLAMATION 2022-07
National Public Safety Telecommunicators Week
April 10-16, 2022

Whereas, emergencies can occur at any time that require police, fire or emergency medical services; and,

Whereas, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Milford Police Department Emergency Communications Center and Sussex County and Kent County 911 Centers; and

Whereas, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

Whereas, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,

Whereas, Public Safety Telecommunicators of the Milford Police Department, and the Kent and Sussex 911 Centers have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

Whereas, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job 24 hours per day and seven days per week.

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, Delaware, do hereby proclaim week of April 10 through 16, 2022, to be National Public Safety Telecommunicators Week in the City of Milford, in honor of the men and women of the Milford Police Department Emergency Communications Center, Sussex County 911 Center and Kent County 911 Center, whose diligence and professionalism keep our city, county and citizens safe.

Proclamation 2022-08/Lineman Appreciation Day

The Mayor also proclaimed April 18, 2022 as Lineman Appreciation Day and asked our citizens to acknowledge our electric workers that day:

PROCLAMATION 2022-08
LINEMAN APPRECIATION DAY

Whereas, on January 3, 2017, the 115th United States Congress adopted House Resolution 10 recognizing the profession of Electric Linemen, the contributions these brave men and women make to protect public safety, and to express support for the designation of April 18th as National Lineman Appreciation Day; and

Whereas, Linemen work with thousands of volts of electricity high atop power lines, sometimes 24 hours a day, 365 days a year, putting their lives on the line with little recognition from the community regarding the danger of their work; and

Whereas, Linemen are often the first responders during storms working to repair broken and damaged electrical lines under hazardous conditions to make the area safe for other public safety officials; and

Whereas, Milford's Linemen have been temporarily mobilized to assist other communities in emergency situations where mass numbers of people were left without electricity; and

Whereas, on this day, it is only appropriate we recognize the many contributions of these brave men who work tirelessly to provide dependable electricity not only within the City, but also to the Greater Milford area; and

Whereas, linemen play a vital role in our citizens' everyday lives by maintaining and growing our electrical infrastructure and simply 'keeping our lights on', which is often taken for granted by so many customers.

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, hereby proclaim April 18, 2022 as

Lineman Appreciation Day in the City of Milford

and urge all citizens to take a moment and recognize the professionals that work tirelessly each day to ensure electricity continues to flow to our homes, schools, hospitals, and businesses throughout our community.

STAFF REPORTS

Monthly Police Report

Included in packet, Councilman Boyle provided comparison statistics on the activity within the police department. He also reported on the many meetings that Chief Brown has to attend each month, in addition to Facebook and other social media numbers.

He then included some K-9, school resource and Mental Health Unit statistics emphasizing there have been 24 arrests diverted with the intervention of the new Behavior Health Specialist.

Councilmember Marabello moved to accept the Police Report, seconded by Councilmember Culotta. Motion carried.

City Clerk Report

City Clerk Hudson referenced her report included in the packet noting that her office continues to be very busy with the upcoming City election and continues to work with the State Department of Election, as well as Sussex County Election Office. She reminded everyone that absentee ballots are still available and at this point, voters should come to City Hall and take care of it. Normally, this involves a two-step mailing process but if the voter calls ahead, they will have the paperwork prepared in advance and the completed within ten minutes or so.

She reported they are receiving a lot of phone calls from people who live either outside of the City, but because they have a Milford mailing address believe they are eligible. In addition, in particular, first-time voters are calling to confirm their ward numbers and unfortunately are not in ward one.

Deputy Clerk White continues to take Advanced Academy Classes through the University of Delaware and other higher education institutes throughout the country as she works toward her next certification designation by IIMC.

She also recently attended the first Delaware Women Leading Government training conference.

They continue to be extremely busy transcribing minutes, creating and amending agendas and public notices for the various elected bodies, boards, commissions, and committees within the City.

Councilmember Fulton moved to accept the March City Clerk report, seconded by Councilmember Wilson. Motion carried.

Monthly City Manager Report

Complete reports for each department were included in the packet.

City Manager Whitfield reported our Site Readiness application was approved by the Delaware Division of Small Business. Kudos to his staff for putting that together. The application was put together so well, there were no questions.

He met with DelDOT to discuss the Northeast Front Street Tap Project that was slated to be later this fall. But they keep moving the date back and with the assistance of Representative Bryan Shupe and City Engineer James Puddicombe putting some pressure to keep that project moving along and get it out to bid as quickly as possible.

Also recognized was the IT Department who addressed numerous issues with our phone system this past month. There were many nights and weekends they spent tracking down the issues until they were finally able to resolve the issue.

Public Works Department

Public Works Director Mike Svaby added that as the City Manager mentioned, with regard to the lead service line and the tap projects along Front Street, several meetings were held with all team members, including DBF, DelDOT and McCormick Taylor Engineering firm on the hurdles to wrapping up the lead service line project and getting everything needed so the construction can be bid as soon as possible.

His staff also met with the school district to discuss installation of a sidewalk along Tenth Street as well as repaving and some other crossover projects that could be done between the two entities.

Construction oversight continues on the 2020 Streets Program that include the installation of curb and sidewalk, ADA ramps and again lead service line replacements when they fall on the corridors of streets that are being rehabbed.

Various signs, including a three-way stop sign at Seabury and Pine and Seabury and Elm Streets, along with the proper crosswalks and line paintings and at Walnut and Jefferson Streets. Just outside the building here at SE Second and Washington will be installed a few days from now. The hanging signal and cable will be removed and changed to a four way stop intersection of the flashing red light on top of the stop sign.

Planning and Code Department

Director Rob Pierce stated that through the first three months of the calendar year, there have been 16 new residential construction permits. Residential permits are down slightly from last year and total construction investment year to date for the calendar years is just over \$6.9 million.

He will be presenting five land use applications to the Planning Commission this month and another four variance applications for the Board of Adjustment.

The rental inspection program is restarting this year and is picking up with ward three. Notices went out to all ward three landlords the beginning of March followed by scheduling notices. He continues to work on rental registration late notices

It was verified nothing has been received from Milford School District on their Middle School construction project.

Parks and Recreation

P&R Director Brad Dennehy stated that March is a transition month for his department, coming out of winter into the spring, with the return of the seasonal workers coming back who have been busy with maintenance issues.

He thanked everyone that came out to help with the Community Cleanup Day this past Saturday. He believes they had a record turnout and believes 125 people participated.

An arborist was also hired last week who will be instrumental with the vegetation management plan and are excited to have him on board. He will be proceeding with that program with additional help being hired as is desperately needed.

When asked about status of the new raining along the river, Mr. Dennehy stated that the landscape architect is working on the final plans and should be putting that out to be very shortly.

A comment was made on the outstanding work that was done by RJ Skinner and his crew, not just during the Community Cleanup Day, but throughout the year.

Human Resources

HR Administrator Jamesha Williams stated the month of March was focused on recruitment to fill some of the vacancies. Some hires will begin prior to June.

She also recognized Steve Wingo who is the first retiree in 2022 which will be effective May 1st after 28 years of dedicated service as a Public Works Equipment Operator. She thanked Steve for his contributions to the City though she expects a few more retirements this year.

Economic Development and Community Engagement

Coordinator Sara Bluhm reiterated the \$100,000 from Site Readiness and the success of the Community Cleanup Day. She confirmed today there were 218 volunteers that participated and plans to put together a related video.

She added she is meeting weekly with the NE Front Street partners to release an update on social media and the City website to keep the community informed.

IT Department

IT Director Dale Mathews pointed out positive results as a result of the cyber security training and testing. As of today, 100% of those tested passed and while there are other security gaps that need to be closed, there is a dramatic improvement in staff response to security issues.

Finance Department

Finance Director Lou Vitola referenced the report that begins on 92. Utility and past due accounts are normal in the context of the look back period but are high compared to last March. The most items this month include the ERP implementation, CIP and budget meetings.

Also noted is the new chart on page two showing the penetration of auto pay customers. That is typically known to be a low number, but has tripled in the last two years since March 2020. They continue to encourage more and more customers to enroll. And the better technology that will come with the ERP implementation is only going to make that better.

Councilmember Fulton moved to accept the City Manager's report, seconded by Councilmember Boyle. Motion carried

WARD REPORTS & COMMUNICATIONS

Councilman Fulton received an email regarding the Parks and Recreation fees that he forwarded to the Mayor and City Manager. He was able to report that was being looked into.

He pointed out that since the speeding issue on Seabury Avenue has been addressed, South Walnut is becoming the next prime time for speeders. He has received numerous emails and believes that may be discussed later this evening.

Councilmember Fulton also has received a number of phone calls from many of his constituents with concerns about the speeding problem on South Walnut Street that he wishes to discuss further as well.

Councilman James has also received some calls from residents about the Rogers Drive and what is considered a tent city to the rear of that area. He said the tents are visible through the woods, hear associated noises including raises voices and there is a constant smell of smoke. (Inaudible conversation and then a few minutes of silence).

The conversation resumed with a question of whether the City owns the land and if they can be pushed further back from the existing homes there.

Mr. Whitfield stated the City does not own the land and is under the ownership of the solar company out of Colorado and there have been other issues with that parcel that have been addressed by the City staff. The Advocacy for the Homeless are on the next workshop agenda and this problem can be discussed then.

A conversation followed regarding natural gas being extended to various parts of the city. Mr. Whitfield talked about the Public Service Commission requires a minimum number of homeowners to sign on for the service. Since the pandemic, not a lot has occurred though an email was sent to Chesapeake to provide a status update.

The new police station will have natural gas and it is also being extended behind the old Rite Aid building. The overall goal is to have a loop on Rehoboth Boulevard to Northwest Front Street at Parson Thorne Apartments which is served by natural gas.

The only problem was the online registration which had some kinks. He recommends having it multiple times a year and at least once a quarter.

UNFINISHED BUSINESS

Authorization/Funding/Chamber of Commerce/Riverwalk Freedom Festival

The packet includes a request from the Chamber of Commerce to fund \$30,000 for the Riverwalk Freedom Festival. This money was included in the 2022 budget under community festivals. During their presentation last week, City Manager Whitfield said they requested \$35,000 though he explained that until July 1, 2022, there is only \$30,000. The additional \$5,000 will be available in the new fiscal year.

Councilmember Boyle moved to approve \$30,000 to assist funding the Freedom Festival for the Chamber of Commerce, seconded by Councilmember James. Motion carried with no one opposed.

Authorization/Funding/Downtown Milford Inc./Ladybug Festival

A request from DMI was received in the amount of \$30,000 toward the Ladybug Festival which will be held later this year. This money was budgeted in the FY22 budget and is available according to City Manager Whitfield.

Councilmember Fulton moved to approve \$30,000 be provided for the Ladybug Festival, seconded by Councilmember Wilson. Motion carried with no one opposed.

NEW BUSINESS

Presentation/Capital Improvement Plan

City Manager referred to the proposed 2023 through 2027 Capital Improvement Plan included in the packet.

He wanted to remind Council this is only a plan, and not a budget. There is no permanent money attached to this and that will come at the time of the operating budget. A brief presentation of the projects will be provided tonight and is also scheduled at the April 20th work session.

Finance Director Vitola and Accountant Sandra Peck put the document together after which each individual department will have input.

Director Vitola emphasized it is a working draft and work continues and there remains a lot of moving parts and there will be multiple iterations based on Council's feedback on April 20th and other factors.

Public Works Director Mike Svaby will provide a high-level review of public works, though he will not address every line item.

Starting with equipment, public works is requesting a total of \$1,007,000 in equipment and vehicles throughout the divisions of electric, public works, engineering, and public works administration. Sewer and solid waste account for about \$867,000 and that is the largest piece of the recommended procurement.

Another large piece is about \$120,000 representing a sanitary sewer video inspection system. Also, another large portion is a solid waste collection vehicle and the peripheral equipment that goes with it for about \$550,000.

Each of the divisions' plans are included in the section of the CIP.

Diving into non-equipment and vehicle items, electric in FY23 is requesting \$265,000 for the first part of the build out of electrical capacity at the Fry farm, as well as the first years needs for an active utility pole and replacement and relocation program.

Tech services does fall under electric organizationally, is requesting \$80,000 to begin designing the scope for an upgrade of the SCADA system which is the guidance system for all the City's utilities. It is an acronym that stands for supervisory control and data acquisition. It is time to consider the design of an upgrade for that critical tool.

The water section of the public services division is requesting just under \$2.6 million. The largest components include \$405,000 in projects to be accomplished in conjunction with ongoing street rehab, \$250,000 in lead service line removal, \$250,000 in citywide valve and hydrant replacement improvements, and another \$250,000 toward water infrastructure at the Fry farm, as well as continuing improvement and upgrades at the City's water treatment plants.

The sanitary sewer section of the public services division has requested \$1.25 million in capital planning activities. The largest of these are dependent upon some of the expected commercial and residential developments in the near future. The plan includes \$225,000 for the SE Second Street pump station replacement design, \$500,000 for the southeast regional pump station and forced main design, as well as \$330,000 for sewer infrastructure planning and design at the newly acquired Fry farm.

The public works department is requesting \$850,000 for new paving and stormwater upgrades at the public works facility that will allow for future plans at that facility, in addition to replacing paving in the stormwater system that is in very poor condition.

The streets division is requesting just over \$4.8 million in street and parking lot capital activities. The largest of which include NE Front Street and Park Avenue/Denny Row streetscape projects, as well as the first year of sidewalk connectivity in the early phases of design and construction for street infrastructure at the Fry farm.

Director Svaby said that concludes the summary of the public works capital improvement plan.

When asked the cost of the Fry Farm, Director Pierce said that \$10 million was anticipated for the entire site but is unfamiliar with year one. Mr. Svaby confirmed it is \$1.85 million across the disciplines for the Fry Farm.

When asked about the public bathroom in the amount of \$300,000, Director Svaby said he believes that is in the Parks and Recreation plan and Director Dennehy confirmed that is for the downtown area. Currently there is a plan being created for Memorial Park that includes new pickleball courts, the existing basketball court and the new playground. Tentatively the public bathroom will be in the area between Washington Street heading toward the pedestrian bridge from Bicentennial Park into Memorial Park. That also seems the best location considering the existing pump station site by tying in water, sewer, and electric utilities.

City Engineer James Puddicombe agreed that for the location of the utilities and available open spaces, getting closer to the area between Washington and Walnut includes the mini amphitheater, trees and several other items which would conflict with the placement of a bathroom. Going to the east side of Washington was the most convenient and financially practical site. Moving it to another site would require destroying some of the existing park area. It makes much more sense to put it in a more open area as a result.

It was also noted that Milford Public Library opens their downstairs bathrooms during the Farmer's Market as well.

The City Engineer discussed parking, noting that two of the three is the Park Avenue and North Walnut Street areas. Those are in the works hopefully to be started before the end of this fiscal year. The SW Front Street lot enhancements have been funded in FY24 to align with the bridge replacement in the streetscape project, both on SW Front Street.

He noted there is a line item from this year currently for the City Hall parking lot which will be restriped and an additional entrance to make more of a one-way loop.

Mr. Whitfield is recommending that the front of City Hall and the possibility of creating a public plaza area. Some of the vegetation is somewhat overgrown and there is a question of the need for the circular driveway and whether or not it may be a better use of space to actually put in public space to be used as a public gathering space or similar open space. Other city halls have a really nice front entrance and it may behoove us to look at what might be done in the front of this building.

IT Director Matthews stated that we on track to complete our network design within budget. In addition to redesigning the network, we identified the need to replace outdated or worn cabling in our building. That is the reason for cabling upgrades referenced.

As mentioned earlier, there are still several security and disaster recovery items that need addressing. Additionally, we are a member of the multi-state information sharing and analysis center that works to improve cyber security for state and local government and completed the cybersecurity self-assessment where significant opportunities for improvement were identified. The plan is to apply the remaining funds toward closing all the gaps and ensuring that our infrastructure is reliable, safe, and as impenetrable as possible.

Also for FY23, PC and hardware replacement has been combined. In FY24, the plan is to set aside reserves to replace all PCs. Going forward, IT would manage centrally the replacement of the PCs for everyone.

Planning Director Pierce reported the only item in planning is a potential GIS server replacement that will be used by the IT department and the city engineer and will host the GIS data and mapping applications.

Director Vitola stated that in the finance area, one of the items that might come off is the \$20,000 item for the server closet. This time last year, we anticipated that being a greater need than it really is. He believes the soonest that could be worked on is FY24 and the reason for the revised approval in FY24 to 25.

The \$65,000 air filtration system is a carryover project from FY22.

City Manager reported that under police, the obvious replacement vehicles are on an annual basis, and the big project is the police facility which bids should be awarded at the April 20th special meeting.

When asked about the police fleet vehicles, Councilmember Fulton said his employer is experiencing major delays in fleet purchase and asked how our police are looking at that. Mr. Whitfield explained that same applies to the additional vehicles that Council authorized for the take home vehicle program. They were ordered right after Council made the award and expect them in by July.

Councilman Fulton asked for confirmation the prices was locked in because police vehicles have increased by 15% at a minimum in fleet vehicles.

Director Dennehy stated that in terms of the P&R CIP, there is very little in terms of equipment this year, meaning little in the way of vehicles as well. In terms of building, the armory maintenance shop needs continued improvements and everything from door access to replacement of doors in order to make it a really good working livable building for the crews.

The majority of capital projects is in terms of advancing parkland. He has existing items that need to be maintained and everything from pavers to some irrigation wells at Tony Silicato Park. With the purchase of the Sharp property, it is important to hold onto these visions and continue to do something with what is being purchased with the whole Deep Herring Branch Greenway to the south of town.

He hopes the public bathroom will be funded and completed this year.

It was confirmed the front building does not fall under the Parks and Recreation responsibilities. Only the back building which is their maintenance shop and where their lawn mowers, mulch, trailers, etc. are stored.

Mr. Dennehy confirmed the fence has been rerouted so the drive can be used completely around the front building. In the springtime, he is hoping to make some paving improvements to create additional parking.

When asked if the \$500,000 for park acquisition is anticipated to be beyond FY27, Mr. Dennehy said yes that is for land acquisition and hopes to continue moving forward noting the need for more open areas for recreational uses.

Mr. Whitfield reiterated this is only a plan and the next phase will address funding sources noting multiple grant sources, land trusts, Sussex County and some state opportunities.

The City Manager also responded to questions about the roof issues at the main Armory building. ARPA funds have been requested which is currently under review.

There were lease and maintenance issues presented by Councilmember Fulton. City Manager Whitfield said there are some lease issues being handled by our solicitor. Councilmember Fulton expressed a number of liability concerns despite what how the lease reads.

Solicitor Rutt stated that under this type of situation, the tenant is responsible, under the lease. But if the tenant is not doing something, then the landlord does have the obligation to mitigate. And the landlord should do whatever is necessary to try to lessen any type of damages, whether it be damage to the building or potential liability to the public.

Though he understands there is always that out clause, so to speak, that the insurance carrier will raise, and because you didn't do something to protect this and we're going to do some type of a limit of liability. If there is a real problem that is known with that building and the potential of the damage to that building, the City should consider doing something to the roof. Then go back to the tenant and inform them that though we fixed it, it is your responsibility and you need to pay the City for stepping in here.

Councilmember Fulton thanked Mr. Whitfield for looking into it.

Mr. Whitfield said this is a very aggressive plan and he went back to staff numerous times and asked that the plan be thinned out a little and stretch some projects out. The first iteration had about \$17 million worth of projects in the first year.

The main thing he needs from Council on April 20th is any additional projects that need to be added or removed and if the timing is suitable. It is a plan built on every year and though staff creates it, it is a plan of the entire community.

Councilman Baer asked Mr. Dennehy if there is a possibility of adding a second entrance to Goat Island added. He had talked to him previously.

Mr. Dennehy said he has been waiting for a proposal from a fence contractor. What they want to do is basically remove that and put in a rehab and then put in a pedestrian walkway and also have a gate for vehicle traffic as well. He thinks that can be done out of the operating budget this year because it will not involve a large expense.

Request/Recommendation/Walnut Street Calming Device

City Engineer James Puddicombe stated this is a request for a speed study along South Walnut Street. There have been a number of complaints regarding speeding and there have been some notable improvements on Seabury with the all-way stop controls.

One major difference between the streets is that Seabury is a minor collector street and Walnut is a major collector street. So stop signs may not be the best option. We would want DelDOT to evaluate that. He is asking Council to provide permission to go to DelDOT and have them do a speed study, similar to what was done with Kings Highway and consider what DelDOT comes up with for options. That does not always take stop control off the table, but it will give some additional options.

Councilman James stated that he wants all the streets in Milford to be safe, whether it is a city-owned or state-owned. His concern is we need to be careful and referenced other towns that have stop signs everywhere. The prevents traffic from flowing. It might make someone think it will slow people down and make them stop speeding. But if we have vehicles stopping all the time, we are going to potentially end up in a worse situation. But he agrees we need to put this in DelDOT's hands to figure out what is needed.

At the end of the day, DelDOT is going to tell us to do what we want and the decision will be left in our laps. He will be watching this and wants to be very careful.

Councilman Culotta said he has had plenty of request and feedback from his neighbors that live on South Walnut. Walnut Street is a major artery, but it is also a street with houses close to the street. With the new developments on the southern end of town—Milford Ponds and Simpson Crossing, will cause a lot more traffic. He wants a walkable City which is a priority. In order to do that, there needs to be a safe way to cross the street.

He said a traffic study was done previously and found most people don't speed and most people are within the ten miles over. But there are some people that speed excessively and it only takes one to cause an accident. He understands we don't need to stop every ten feet, but to allow time for people to cross the street, stop signs may be necessary. And maybe something in the McCoy Street area coming into town and then something else closer to the railroad track area such as Kings Highway.

Councilman James said he did not make an assertion either way, and said he thinks we need to be careful on how to address it.

Councilmember Culotta said he was not in favor of the stop signs on Seabury because he did not feel enough people complained. But they were installed and it has slowed down traffic and the same principal can apply to the southern end of town.

Councilmember Fulton said the only people he has seen going through the stop signs without stopping now are bicyclists and he worries about them. He applauds Milford PD for enforcing the new stop signs to people understand that full stops are required.

He has seen cars go down Walnut Street at 40 miles an hour. Councilman James said there is not one street in Milford where speeding does not occur.

Councilman Fulton agrees that engineering changes need to be put in place and full time 100% enforcement of one area of a street will mean the loss of one police officer patrolling the City preventing the almost 400 felony arrests that are currently being made by these officers. Engineering is his first answer.

Several options were then discussed including a signal button, lit crosswalk, or barriers that impact traffic.

Councilmember Fulton move to request DelDOT to do a traffic calming study on South Walnut Street, seconded by Councilmember Culotta. Motion carried with Councilmember Marabello abstaining because he was not in attendance during the conversation.

Mr. Pierce reviewed the following three introductions, which will be reviewed by the Planning Commission at their April 19, 2022 meeting:

Introduction/ORDINANCE 2022-16

Application of Ribera Development LLC on behalf of Legal Owner Michelle E. Gardner/Trustee of Stephen G. Draper; Westwood Subdivision for the Planned Unit Development and Preliminary Major Subdivision of 130.50+/- acres of land, in an R-2 Residential Zoning District; Property is located on the north side of Williamsville Road approximately 2,3000 west of the ST 14 and US Rt 113 Intersection in Milford, Delaware; Present Use: Vacant; Proposed Use: Planned Unit Development; Tax Map: MD-16-182.00-01-11.00 thru 21.00

Introduction/ORDINANCE 2022-17

Application of Food Bank of Delaware to amend the previously approved Conditional Use permit of 11.50+/- acres of land in an OC-1 (Office Complex) Zoning District; Property is located on located along the west side of Delaware Veterans Boulevard within the Independence Commons Business Park; Address is 102 Delaware Veterans Boulevard, Milford, Delaware; Present Use: Vacant; Proposed Use: Charitable and Philanthropic Organization; Tax Map: MD-16-173.00-01-02.08-000

Introduction/ORDINANCE 2022-18

Application of Vincent Olsen for a Conditional Use Permit

0.163 +/- acres located along the east side of S. Walnut Street between SE Second Street and Barker Street; Address is 213 S Walnut Street, Milford, Delaware; Comprehensive Plan Designation: Low Density Residential ; Zoning District: R-2 (Residential District); Present Use: Single-Family Detached Dwelling; Proposed Use: Same with Accessory Dwelling Unit; Tax Parcel: 3-30-6.20-053

ADJOURNMENT

There being no further business, Councilmember Marabello moved to adjourn, seconded by Councilmember Boyle. Motion carried.

The Council Meeting adjourned at 8:24 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder