

Town of Millington

Mayor and Council Meeting Minutes

July 11, 2023

Presents: Mayor Kevin Hemstock
Council Mark Linton
Council Zita Seals
Council Wayne Starkey

Town Administrator: Jo Manning

Public & Others: Melissa Ireland, Lt. Scott Duhamell, Chris Drummond, Jessica Bennett, and Frank Hodgetts

Call Meeting to Order: Council Kevin Hemstock called the meeting to order at 6:30 pm.

Minutes of previous meeting: A motion to approve the minutes for the June 13, 2023, meeting, was entered by Council Starkey; a second by Council Seals, a vote of 4-0 was entered.

Susquehanna Operational Services Report: Reviewed

Kent County Sheriff's Report: Lt. Duhamell gave the monthly report.

Town Administrator Report: Reviewed

Code Enforcement Report: Reviewed

Rental Property Report: Reviewed

Old Business:

Admin Manning informed the Council that due to the cost of repairs to the crushed sewer main in the vicinity of 172 Sassafras Street she is soliciting for a second proposal. She will submit for approval at the next meeting.

Admin Manning is discussing with Kent County Public Works to create future water loop connections in Sandfield; transference of Millington Road as part of the development for Evans property, the County's Economic Development for marketing of vacant commercial properties, and the County's Planning Commission for permitting and zoning of growth along the 301 corridor.

New Business:

- A Special Event permit was submitted by the Community Volunteer Fire Company for use of the Town's property, 172 Sassafras Street, for their 100th Anniversary Celebration scheduled for September 16, 2023. Jessica Bennett asked to use the back parking lot at this property for a block party with food trucks, a beer/wine garden, and other vendors. This event includes a parade to begin at 10:00; ending at 172 Sassafras Street; with the block party to end at 4 pm. The Fire Company has received approval by SHA for street closures and an agreement with Kent

County Sheriff's Department for traffic control. Mrs. Bennett asked for all fees to be waived for the Fire Company's permit as well as all other vendor and food truck participants; she shared these vendors have paid a fee to the Fire Company for participation in this event.

Chris Drummond, the Town's attorney, informed Council because two of the members present were members of the Fire Company and recused from voting; the remaining Council members present did not create a quorum. The Town will have to hold a special meeting, with proper advertisement for the approval process for this permit. Those members recused were reminded they also cannot comment on the application nor the proceedings. Administrator Manning will schedule the special meeting after discussing schedules with Mayor Hemstock, Council Seals, and Council Holland.

- A permit packet from Sudlersville Volunteer Fire Company for a business license and food truck license was tabled until after a decision is made regarding the event for the Community Volunteer Fire Company at a future special meeting.

- Frank Hodgetts addressed the Council on the issuance of a bond for the senior housing and community center projects. He explained the bond issuance would be through the County and funds from the State or Federal governments; leaving the County liable for the funding if defaulted. The senior housing project is being built using federal set rates for apartments. The Town has agreed to waive approximately \$1.3 million dollars in fees as their investment towards this project. Frank Hodgetts explained due to the funding parameters, substantial completion of the project will be by December 2024.

- Chris Drummond asked the Council if the Town has considered obtaining a low interest rate bridge loan from a local bank to keep the Community/Business Center project moving forward. This would be an interim loan until grants/loans from the State or Federal funding agencies is approved. Administrator Manning explained the Council has not given their approval to go forward with a loan request.

- Admin Manning presented the RFP proposal for a maintenance building to the Council. Council Seals asked if she could forward the RFP to someone she knows. Admin Manning explained that we have advertised in local newspapers as required and did not receive any responses, she then contacted contractors by phone and email for interest in the project with only one response. A motion was entered by Council Starkey to except the proposal from Delmarva Building Group; a second by Council Linton; a vote of 4-0 was entered.

- Admin Manning ask the Council to assist with the completion a Housing Compliance form from Department of Housing. She needs the information by Friday the 14th of July for submission.

Public Comments: There was no comment.

Council Comments: Council Linton thanked Town for sending members to the recent MML Conference. Linton stressed he got so much out of it. Linton would like to pursue the establishment of a Junior Council program; update the EOC plan; see the Town create a newsletter; and would like the Town to consider providing shirts with the Town's logo; and feels the Council could become more involved in Town activities. Council Starkey reviewed his experience at the MML Conference. Starkey agreed with Lintons suggestions and added

reduction of the speed to 15 miles in Town and would like to see Council become more active instead of just signing checks and attending meetings. Council Seals shared her goal at this year's conference was to network and to build relationships for the Town's future use.

Correspondence: There was no correspondence

With no further business to discuss a motion to adjourn at 8:52 PM was entered by Council Starkey, seconded by Council Seals, a vote of 4-0 was entered.

Respectfully submitted,

Jill Starkey, Town Clerk