

Town of Millington
Mayor and Council Meeting Minutes
May 13, 2025

Presents: Mayor Kevin Hemstock
Council Michelle Holland
Council Zita Seals
Council Wayne Starkey

Town Administrator: Jo Manning

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

Public & Others: Clerk of Kent County Court Sherisa Kennard ; Town Attorney Tom Yeager; John Amado; and Michael and Susan McClain

Organizational Meeting: Sherisa Kennard, Clerk of Kent County Court, swore Kevin Hemstock into office as Mayor for the Town for another term. Mayor Hemstock swore Zita Seals into office as Council member for another term. The Council reviewed the proposed meeting schedule for 2025- 2026, a conflict regarding the November meeting was addressed with agreement to change the meeting to the 18th of November.

Minutes from the previous meeting: A motion to approve the minutes for April 8, 2025, meeting was entered by Council Starkey; a second by Council Seals, a vote of 4-0 was entered. A motion to approve the closed session minutes 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: No Report

Town Administrator Report: Admin Manning is working with Livingston Septic to replace the broken valve at the sewer plant. Admin Manning shared with Council an update on Millington Senior Village, she attends several meetings a week and responds to many emails daily regarding this project. She is still working on the PAR for the school. Manning is also working through the spreadsheets and data for the new budget. Admin Manning shared with the Council it is CCR time, and this year the report must include the inventory data of lead and copper pipes. Admin Manning shared the new sewer plant is 95% design, with work still to be done on the decommissioning of the existing plant, location of pump stations, and new mains.

Code Enforcement Report: Reviewed.

Rental Property Report: Reviewed

Old Business:

- Mayor Hemstock introduced Resolution 2025-09- Amending Water Ordinance.
- Admin Manning asked Council if they had reviewed the final review on the budget for 2025-2026, Council commented that Admin Manning did a great job doing the budget and they agree with all the recommendations on raising rates on utility and tax rates.
- Admin Manning asked Council for comments on the proposed fee schedule, she has highlighted all fees that need to be increased to cover actual costs. She reminded Council changes can occur at any time throughout the fiscal year, but Council agreed with all recommendations Admin Manning suggested.
- Admin Manning asked Council if there were any questions pertaining to the Talkie Tower lease draft agreement, she reminded them that a few years ago they requested to promote the rent on the tower as free for a number of years to entice a provider of internet and cell phone service to come to Town. After discussion Council agreed to offer Talkie five years' free rent; with negotiations at the end of the five-year period for continued service. A motion to approve a five-year free lease for Talkie was entered by Council Starkey; a second by Council Seals; a vote of 4-0 was entered.

New Business:

- Mayor Hemstock introduced Resolution 2025-11- CDBG Program Citizen Participation Plan.
- Mayor Hemstock introduced Resolution 2025-10 – CDBG Application – II
- Admin Manning asked Council to consider a request from Rebuilding Eastern Shore Together to waive the permit fee, a ramp was installed at 195 Sassafras Street, Rose property. A motion to waive the fee was entered by Council Starkey; a second by Council Seals; a vote of 4-0 was entered.
- Admin Manning reviewed a special event permit for Arock Holding, LLC dba Kent Reserve, to use the side area 402 Cypress Street for a Grand Opening ceremony on the 28th of May. A motion to approve the permit was entered by Council Starkey; a second by Council Holland; a vote of 3-0 was entered. Council Seals recused herself.
- Tom Yeager the Town Attorney reviewed the required viability commitment and lease agreement for Millington Senior Village. Mr. Yeager recommended Council authorize Mayor Hemstock to sign and act in the best interest of the Council in the required documentation for this project. This will allow documentation to be submitted in a timely manner instead of waiting for the next Council meeting. A motion to authorize Mayor Hemstock to act on behalf of Council was entered by Council Starkey; a second by Council Seals; a vote of 4-0 was entered. Mr. Yeager explained this project is completely different from the project in Cecilton because the Town of Millington owns the property and we agreed to charge Home Partnership \$1.00 for 75 years to rent the land; the land needs to go back on the tax rolls and the Town should charge an administrative fee for Admin Manning's time. Mr. Yeager reviewed various sections of the viability commitment and lease

agreement with recommended changes; he will work with Admin Manning to make the changes; upon completion of a good draft Admin Manning will share with Council for review.

Proclamation: Mayor Hemstock introduced a proclamation to make April 2025 Maryland Flood Awareness Month.

Public Comments: Mr. John Amado appeared before Council stating his interest in fulfilling the vacant seat left by the resignation of Mark Linton. Mr. Amado introduced himself and shared he has lived in Millington since 2010, currently works for the State of Delaware Correction Service with plans to retire June 2025.

Council Comments: Council Holland shared her concern about the grass and trash on the outside of the Dollar General, also it's very dirty inside. Clerk Starkey shared Dollar General has received a code enforcement letter about the grass.

Correspondence: No Comments

A motion to close the regular meeting to discuss personnel matters was entered by Council Starkey and a second by Council Seals, a vote of 4-0 was entered. A motion to open the closed session was entered by Council Starkey and a second by Council Seals; a vote of 4-0 entered.

Closed Session - "to discuss the appointment, employment assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that effects on or more specific individuals."

A motion to close the closed session was entered by Council Starkey and a second by Council Seals; a vote of 4-0 was entered. A motion to open the regular meeting was entered by Council Starkey and seconded by Council Seals; a vote of 4-0 was entered.

With no further business to discuss a motion to adjourn at 8:54 PM was entered by Council Starkey, second by Council Seals, a vote of 4-0 was entered.

Respectfully submitted,

Jill Starkey, Town Clerk