

Town of Millington
Mayor and Council Meeting Minutes
August 9, 2022

Present: Mayor Kevin Hemstock
Council Michelle Holland
Council Mark Linton
Council Zita Seals
Jo Manning, Town Administrator

Public Present: Muriel Cole and Mitchell Mowell

Call Meeting to Order: Mayor Kevin Hemstock called the meeting to order at 6:37 PM, followed by the Pledge of Allegiance.

Minutes of previous meeting: A motion to approve the minutes for the July 12, 2022 meeting was entered by Council Seals; a second by Council Holland, a vote of 4-0 was entered.

Susquehanna Operational Services Report: Previous months reports were reviewed.

Kent County Sheriff's Report: Reviewed. Council requested an invitation be issued to the incoming Sheriff at the conclusion of the 2022 Election.

Town Administrator Report: Reviewed

Code Enforcement Report: Reviewed

Rental Property Report: Reviewed

Engineer's Report: No report to review

Old Business:

- Security Camera Proposal – Administrator Manning explained the clause regarding additional costs for electrical installation. We will only be charged if new electric is to be installed to accommodate the cameras. Mr. Miller explained all sites visited seemed to have adequate electrical coverage. A motion was entered by Council Holland to accept the proposal to install security cameras at all Town locations for the total price of \$18,000, a second was entered by Council Linton, a vote of 4-0 was entered.
- Resolution 2022-05 – Short Term Rentals – Mayor Hemstock introduced resolution and ordinance for Short Term Rentals. The public hearing will be scheduled for the September meeting.
- Resolution 2022-06 – Zoning Ordinance Amendment – Mayor Hemstock introduced resolution and ordinance to amend the zoning ordinance to create a Community

Infill and Redevelopment Overlay District (CRD). The public hearing will be scheduled for the September meeting.

- Resolution 2022-07 – Developer’s Rights & Responsibilities – Mayor Hemstock introduced resolution and ordinance to create a Developer’s Rights and Responsibilities procedure for future growth. The public hearing will be scheduled for the September meeting.

New Business:

- Senior Housing/Community Center project – Mitch Mowell shared his concerns with the proposed Developer’s Agreement submitted by Home Partnership of Cecil County. His concerns include: document does not state fees or fee structure; there is a proposal to create an LLC, allowing Home Partnership to own and operate the property, per the agreement the Town would no longer own the property; agreement does not state the obligations of the contractor, a time period for the project, stipulation of who will be assuming what responsibilities, and hours to be devoted to this project; Mitchell stated this is not an enforceable agreement; if Town wants to retain the property and provide a manager there would be a need for a separate bank account, separation of income and expenses, and the possibility of the establishment of an LLC; Mowell is going to research if a Town can own and manage this type of property or if there needs to be an LLC
- Muriel Cole shared information of the upcoming Health & Wellness Expo on October 20, 2022. This expo is co-sponsored by Home Ports and Chester River Hospital. After a brief discussion, Council agreed to sponsor the event for \$300. Ms. Cole thanked everyone for their support.
- Procurement Policy – a Procurement Policy was introduced for review and approval. Council decided to table approval until September to allow for everyone to review the policy.
- Resolution 2022-08 – Amending Comp Plan Maps – Mayor Hemstock introduced the resolution and corrected maps for the current Comp Plan. During a recent review it was noted the maps adopted with the 2018 Comp Plan were incorrect as it pertained to the boundary lines in the vicinity of the Mountaire and DNR properties. A motion was entered to adopt the amended maps by Council Seals, a second by Council Holland, a vote of 4-0 was entered.

Public Comments: There were no public comments.

Council Comments:

Council asked staff to look into hosting a bulk trash pick up for the fall. We will rent a dumpster for one day and notify residents through a flyer in their utility bills.

Council asked staff to consider including a Hispanic translation to correspondence.

Correspondence: There was no correspondence to review.

With no further business to discuss a motion to adjourn at 8:00 PM was entered by Council Holland, a second by Council Linton, a vote of 4-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning, Town Administrator