

**TOWN OF MILLINGTON**  
**Mayor and Council Meeting Minutes**  
**September 13, 2016**

**Present:** Mayor Claude J. Morales, Jr.  
Council Kevin Hemstock  
Council Michelle Holland  
Council David Rice

**Town Administrator:** Jo Manning

**Media:** Trish McGee

**Attendees:** Lt. Dennis Hickman, Kent County Sheriff's Department and Don Reed, MES

**Minutes of previous meetings:** The minutes of the July 12, 2016 meeting were reviewed. A motion to approve was made by Rice, a second by Hemstock; a vote of 4-0 was entered.

**Kent County Sheriff's Report:** Lt. Hickman reviewed the report for August, 2016. There were 54 speed assignments resulting in 33 warnings, and 14 citations. The Sheriff's Department responded to 6 non-criminal complaints and 8 criminal complaints. Lt. Hickman reviewed the recent vandalism and the arrest of a juvenile; he also explained the juvenile system process. There were no special patrols in Millington in the month of August. Mayor Morales reminded Lt. Hickman of the upcoming Millington Day.

**Maryland Environmental Services Report:** Don Reed of MES reviewed the August report for the water and sewer plants. There were no violations at either plants. Hydrant flushing will occur in the month of October. MES worked with the Town to spray sidewalks, streets, and the tax ditch for weeds. The RAS pump has recently been replaced by Freemire, this was warranty work. Don explained the working so the bar screen at the sewer plant, its age, and the need to replace the brushes. In order to complete this task the bar screen needs to be removed from the building; but due to the layout of the building this is impossible unless a monorail system is installed. If work is approved there is to be no interruption in the wastewater treatment services. A proposal was submitted by DSI to construct and install the monorail system in the amount of \$8,995. A motion to accept the proposal by DSI in the amount of \$8,995 was entered by Rice, a second by Hemstock; a vote of 4-0 was entered.

**Financial Report:** The financial report was reviewed.

**Town Administrator Report:** The Town Administrator's Report was reviewed. A discussion ensued regarding the proposal for advertisement of street repairs. The current proposal is for the contractor to remove the millings at their cost. Rice recommended the Town keep the millings for future resale; a request was made for the office staff to research the sale of millings. It was decided millings could be stored at the water plant if not able to reuse them at the Water Front Park. A motion was made by Rice to approve the bid package for repairs to the streets with the change to keep the millings; a second was entered by Hemstock; a vote of 4-0 was entered.

Council discussed the future purchase of the Bramble property for moving of Town Hall. A motion was made by Rice to proceed with an offer and the application to purchase the property. Hemstock is concerned with the proposed prices and the demise of the current Town Hall. It was agreed to table any further discussion and decisions until the next meeting. A request was made to ask Peter

Bourne, Town Engineer, to attend the meeting to discuss the proposed prices for renovation of the existing building.

Council discussed the recent water audit on the County's side of the system and the recent meeting with the County Commissioners. Rice asked if we had received the monies the County owes for the lost water; the Town has not heard from the County regarding this matter. It was agreed to remeet with the County Commissioners on the 18th of October. Rice requested a bill be sent to Kent County for overage per EDU; Morales would like to hand deliver a bill that covers four quarters at the next meeting with the County. A request was made to calculate the amount owed from the date the meter was installed to the end of the present quarter. Morales requested a "shut off" sticker be attached to the bill he will present at the next meeting.

Rice requested information received from Kent County Parks & Rec regarding upgrading of the ball field at Robvanary Park be forwarded to him.

In regards to the Coleman problem and the erosion along the bank; it was decided to contact MDE regarding the discharge pipe in the stream to assure there are no violations. It was also agreed that this erosion is not the responsibility of the Town and must be corrected and maintained by the property owner.

The Council members agreed that the Rain Garden needs to be mowed down prior to Millington Day.

The bulk trash pickup was very successful. A request was made to revisit this in the Spring.

The Council members agreed to offer the property previously known as the Willie Gale property to the adjacent property owners for a cost equal to the amount paid for demolition.

**Code Enforcement Report:** The Code Enforcement report was reviewed.

**Engineer Report:** There was no report.

#### **Old Business:**

Rice questioned hiring of part-time employees without Council approval. Morales explained he discussed this with Attorney Mowell and due to the fact that this is a temporary position until that time that Michelle Marshall returns or submits her resignation letter the hiring of Michelle Joy did not need to be approved by the Council

#### **New Business:**

Resolution 2016-03 – Amended of the Budget for Fiscal Year 2016 – a motion was entered by Hemstock; a second by Holland; a vote of 4-0 was entered.

Soliciting and Peddling Ordinance – everyone received a copy of Chestertown's soliciting and peddling ordinance for review and discussion at our next meeting.

Water Tower Contract & Fee – it was agreed that each contract would be individually reviewed and the fee charged accordingly. A resolution to add this to the fee schedule will be presented at the next meeting for adoption. A motion for the fee to be negotiable and all funds to go to the Utility Fund was made by Rice, a second by Hemstock; a vote of 4-0 was entered.

Future expansion of Water Front Park – Rice recommended contacting Washington College Environmental Studies for assistance in creating a sustainable walking trail. The Planning Commission

will be working as the Task Force on this project to assist with applying for grant funding. Please provide suggestions to the office for review by the Planning Commission.

Hemstock recommended the Council appoint a Charter Review Committee to have the Charter reviewed on a regular basis. There are concerns regarding the appointment of a Vice Mayor; the responsibilities and duties of Town staff; etc.

**Correspondence:** All correspondence was reviewed.

**Upcoming Events:** Upcoming meetings were reviewed.

With no further business to discuss a motion to adjourn was made by Rice, a second by Hemstock; a vote of 4-0 was entered at 8:30 PM

Respectfully submitted,

Elizabeth Jo Manning  
Town Administrator