

TOWN OF MILLINGTON
Mayor and Council Meeting Minutes
May 10, 2016

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

Town Administrator: Jo Manning

Media: Trish McGee

Attendees: Deputy Culp, Kent County Sheriff's Department; Don Reed, MES; Kitty Lyons

Minutes of previous meetings: The minutes of the April 12, 2016 meeting were reviewed. A motion to approve with corrections was made by Hemstock, a second by Rice; a vote of 3-0 was entered.

Kent County Sheriff's Report: Deputy Culp reviewed the report for April 2016. There were 60 speed assignments resulting in 32 warnings, and 49 citations. The Sheriff's Department responded to 9 non-criminal complaints and there were no criminal complaints. They had one arrest during a traffic stop for a wanted person.

Maryland Environmental Services Report: Don Reed reported that there were no violations at the water plant and no violations at the waste water plant. 23.07 tons of sludge was hauled from the waste water plant. Oil in the blower units was changed out. Received quotes for RAS valve replacement and submitted them to the Town.

Financial Report: The financial report was reviewed.

Holland arrived.

Town Administrator Report: The Town Administrator's Report was reviewed.

RAS Valve replacement: 3 quotes were received for the RAS valve replacement. The council reviewed the quotes. A motion to have DSI replace the valves at their quote of \$2,820.54 was made by Hemstock, a second was made by Rice; a vote of 4-0 was entered.

Skateboard Park: The council decided that they did not want to pay \$3,000.00 to have the American Ramp Company come to Town to inspect the skate park and make recommendations. Rice mentioned that he talked to Buddy Pinder to see if he could get a quote to repair the ramps separately so that the council could budget the repairs appropriately. He will let the Town know when he receives an answer.

403 Back Street: 2 bids to demolish the building located at 403 Back Street were reviewed. There was concern about the bid from Danny McHenry requiring at least 4 feet of access guaranteed all the way around the building, since there is not that much space between the surrounding buildings. A motion to award the bid to Danny McHenry Backhoe & Paving at their bid of \$5,500.00 pending the clarification of the 4 foot access requirement and if the lack of 4 feet of access will cost more award the bid to Greens Septic and Excavation, LLC at their bid of \$5,800.00 was made by Rice, a second was made by Holland; a vote of 3-1 was entered with Hemstock voting against the motion.

Town Office: There is a house for sale located at 342 Cypress Street. Morales and Mrs. Manning believe

that this would be a perfect place for a new Town Office instead of renovating the current building. The house has efficient utilities, a garage that could be turned into a large meeting room, and a large storage building that would eliminate the need for a storage building up at the Water treatment plant. Another advantage of having the Town Office at that location would be the closeness to Robvanary Park. A motion to investigate the possibility of purchasing this property for the Town Office was made by Hemstock, a second was made by Rice; a vote of 4-0 was entered.

Kent Water Issue: Mrs. Manning presented a spreadsheet showing how much money the Town is losing due to the over use of water in the County portion of the water system. At our rate structure of \$6.00 per every 1,000 gallons used over 12,000 gallons allotted for each EDU it was calculated that the County has used \$81,975.78 worth of water since the 4th quarter of 2013 when the County Meters were installed. A motion to send the County a bill for \$81,975.78 for water used over their EDU allotment and to continue to bill them for the overage every quarter and request a meeting to discuss payment was made by Rice, there was no second for this motion; the motion failed. After some discussion, a motion to send the spreadsheet with a letter explaining the spreadsheet and requesting a meeting to discuss solutions was made by Hemstock, a second was made by Morales; a vote of 3-0-1 was entered with Rice abstaining from the vote.

Code Enforcement Report: The Code Enforcement report was reviewed.

Engineer Report: There was no report.

Old Business:

- **Budget Discussion: General Fund –** Mrs. Manning reviewed items on the draft general fund budget. The Council was given two spreadsheet showing prices for recycling bins and snow blowers. Morales mentioned to ask Mid-Atlantic Disposal to see what they would charge for recycling bins, there was also a suggestion to ask Chesapeake Waste. Hemstock mentioned that those going to MML this year can look at vendors for recycling bins while at the trade show. Hemstock also mentioned that he would like to see the Town purchase Banners for the Bicentennial of Millington in 2018. A note will be made to include the Bicentennial Banners in next year's budget. Transient vendors and door-to-door solicitations were discussed. The council would like to see the policies and ordinances from the County, Chestertown, and Rock Hall regarding transient vendors and door-to-door solicitations. A motion to create an ordinance for transient vendors and door-to-door solicitations was made by Hemstock, a second was made by Rice; a vote of 4-0 was entered.

Utility Fund – Mrs. Manning reviewed items on the draft utility fund budget. A discussion to change the method of billing for the sewer system to be billed like the water system ensued. This method would increase income by approximately \$18,200 per year.

New Business:

- **Resolution 2016-01 Amending Utility Rates:** Morales introduced Resolution 2016-01. Marshall mentioned that the change is highlighted in yellow on the attached fee schedule and the change was to include a charge of \$6.00 for every 1,000 gallons used over the 12,000 gallons allotted per EDU for sewer. The Usage will be based off of the water usage. A public hearing is scheduled for June 14, 2016.
- **Resolution 2016-02 Adopting Budget for FY 2017:** Morales introduced Resolution 2016-02 by reading it aloud. A public hearing is scheduled for June 14, 2016.

Correspondence: All correspondence was reviewed.

Mrs. Manning asked the Council if they would like her to look into grants that can help improve the baseball field. They agreed that she should look into any grants that could help. Rice also mentioned that we could put a fence along the back of the outfield and could possibly sell spaces for advertisements along the fence to help pay for maintaining the ball field.

Kitty Lyons was in attendance to express her support for the skateboard park to remain in place. She stated that while her children are in the park she and other parents in the area keep an eye on the park and try to correct problems if they occur. Rice stated that he believes our signage at the park should be changed to include set open and close hours and skate at your own risk, he also thinks that the ordinance needs to be changed to remove the requirement for a permit and should also include that skater's skate at their own risk.

Upcoming Events: Upcoming meetings were reviewed.

The Council will hold a closed session prior to the meeting on June 14, 2016 to discuss personnel.

With no further business to discuss a motion to adjourn was made by Hemstock, a second by Rice; a vote of 4-0 was entered.

Respectfully submitted,

Michelle Marshall
Town Clerk-Treasurer