

TOWN OF MILLINGTON
Mayor and Council Meeting Minutes
January 11, 2021

Present: Mayor CJ Morales
Council Wayne Starkey
Council Kevin Hemstock
Council Shelly Holland

Town Administrator: Jo Manning

Public & Others: virtual meeting held through conference call due to coronavirus pandemic and State mandates; in attendance via phone were Melissa Maloney, Lauren Mench, and Steven McLead

Call meeting to order: Mayor Morales called the meeting to order at 6:30 PM.

Pledge of allegiance was recited

Minutes of previous meeting: A motion to approve the minutes for the December 8, 2020 meeting was entered by Council Starkey; a second by Council Hemstock, a vote of 4-0 was entered.

Kent County Sheriff's Report: Reviewed.

Code Enforcement Report: Reviewed.

Rental Property Report. Reviewed.

Maryland Environmental Services Report: No report received.

Town Administrator Report: Reviewed. Administrator Manning reviewed submitted documents in regards to 2021-2022 budget, reviewed negative cash flow in the utility fund and the need to consider a rate adjustment, reviewed property tax and fee structures and the need to consider tax rate and fee adjustments.

Engineer's Report: No report received.

Old Business:

New Business:

Resolution 2021-01 Contracting services with Peter Johnston & Associates for the 2024 Comprehensive Plan. Tasks to include review, update Town's Comprehensive Plan, zoning ordinance, subdivision ordinance, and official zoning map. A motion to adopt this resolution was made by Council Hemstock, a second by Council Starkey, a vote of 4-0 was entered.

Resolution 2021-02 Contracting services with Peter Bourne and KCI Technologies, Inc. to work with Russ Richardson and Richardson Fresh Ponds, LLC on pending annexation. Work to include the review and discussion of engineering services, water services, and sewer services on future annexation along Route 301 and River Road. After a brief discussion, Council agreed they do not feel the Town should be involved at this stage of the process. Once Mr. Richardson submits a draft annexation agreement the

Town and its consultants will then become involved. A letter will be sent to MacLeod Law Group, attorneys for Mr. Richardson denying his request.

193 Comegys Street – utility bill credit – Administrator Manning submitted paperwork requesting a credit due to a recent water leak and repair. A motion to approve credit in the amount of \$50.83 was issued by Council Starkey, a second by Council Hemstock; a vote of 4-0 was entered.

Administrator Manning discussed the acceptance of gray water from ISE America in Sassafras, Maryland through the Town's wastewater system. She has spoken with MES and MDE, receiving approval with contingencies from each agency. A determination that all dumping would occur in the manhole at the site of the Water Tower to allow for gravitational flow to the plant will bear the least impact to the plant's operation. A discussion regarding the fee to charge for this service followed. A motion to charge \$0.10 per gallon was entered by Council Starkey, a second by Council Hemstock; a vote of 4-0 was entered. Administrator Manning will proceed with drafting an agreement, arrangement of a meeting with all parties, preliminary testing of waste, etc.

Administrator Manning reviewed the current Stormwater & Erosion Control ordinances of the Town. Previously the Town adopted each County's ordinance with enforcement by that Council; the Council agreed the Town should have its own ordinance and enforcement. A draft ordinance will be submitted for review and further discussion.

Council comments: There were no comments.

Public Comments: There were no comments

Correspondence: There was no correspondence to review.

With no further business to discuss a motion to adjourn at 7:05 PM was entered by Council Hemstock, seconded by Council Starkey, a vote of 4-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning
Town Administrator