

**TOWN OF MILLINGTON**  
**Mayor and Council Meeting Minutes**  
**May 12, 2020**

**Present:** Mayor CJ Morales  
Council Wayne Starkey  
Council Kevin Hemstock  
Council Eli Manning  
Council Michelle Holland (arrived after approval of minutes)

**Town Administrator:** Jo Manning

**Public & Others:** virtual meeting held through conference call due to coronavirus pandemic and State mandates; in attendance via phone were Ralph Squibb, Trish McGee of Kent County News, and Michael Cottrell.

**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 March 10, 2020 meeting was entered by Council Hemstock; a second by Council Starkey, a vote of 4-0-1(absent) was entered. A motion to approve the minutes of the closed meeting on March 10, 2020 to discuss litigation with Attorney David Wright was entered by Council Hemstock, a second by Council Starkey, a vote of 4-0-1 (absent) was entered.

**Organizational Meeting:** Mayor Morales swore Council Wayne Starkey and Council Michelle Holland for the term of 2020 – 2023. A schedule of FY2021 meetings were submitted for approval; a motion by Council Hemstock was entered, a second by Council Starkey, a vote of 5-0 was entered.

**Kent County Sheriff’s Report** – Report was provided for review via email.

**Code Enforcement Report:** Reviewed.

**Maryland Environmental Services Report:** Reviewed. Administrator Manning explained a response and financial statements were filed to MDE regarding the violation and fines for overflows over the past 7 years with copies to State Legislation representatives and the Governor’s office. House Representative Jay Jacobs is in communication with MDE to discuss the waiving of the fines.

**Town Administrator Report:** Reviewed. Administrator Manning presented “Procedures for Exposure, Illness, or Precautions During a Pandemic Crisis” for use in future incidences. A motion to adopt was made by Council Starkey, a second by Council Hemstock, a vote of 5-0 was entered. A review of future park development was reviewed, everything is on hold until grant funds become available. Hemstock stated his concern of the condition of the Robvanary Park sign, it needs to be redone, a suggestion was made to contact the Art Class at the schools to see if they would like to undertake this project. Council approved the resuming of recycling pickup next week; the office will post on website and Facebook page. A proposal to repair the sludge bed deck was reviewed, no decision was made at this time.

**Engineer’s Report:** none provided

**Old Business:**

Budget – Resolution 2020-04 was introduced by Mayor Morales. Bids were received for cleaning of the office and reviewed. Council decided to eliminate the position and include with the duties of the Town Clerk. Bids were received for trash collection and reviewed. A motion to accept the bid from Chesapeake Waste was entered by Council Manning, a second by Council Starkey, a vote of 5-0 was entered. Council agreed no fees or rates will be raised due to the financial impact of the coronavirus on the Town's property owners and citizens. All pay rates have been frozen as well.

**New Business:**

Kent County Hazard Mitigation Plan – a letter requesting a representative from the Town participate in the update to the Kent County Hazard Mitigation Plan was discussed. Council requested additional information regarding meeting dates and times before anyone would volunteer.

Resolution 2020-03 – Adopt Rules of Procedure for Meetings was introduced by Mayor Morales. There were no comments. A motion to adopt was entered by Council Hemstock, a second by Council Starkey, a vote of 5-0 was entered.

**Public Comments:** Ralph Squibb, 169 Millington Road, inquired to the raising of utility rates and other fees. Mayor Morales explained due to a recommendation by the Governor's office and the coronavirus pandemic; fees and rates will not be raised at this time.

**Closed Session:** A motion to close the public meeting at 7:00 PM and enter into a closed session was entered by Council Hemstock, a second by Council Starkey, a vote of 5-0 was entered. A motion to reopen the public meeting at 7:20 PM was entered by Council Starkey, a second by Council Hemstock, a vote of 5-0 was entered. Mayor Morales stated the purpose of the closed session was to review employee performance evaluations and payrate adjustments; the determination was to table any payrate adjustments until the State was reopened for business and all restrictions had been lifted.

**Council comments:** no comments

**Correspondence:** A letter was received from the Community Volunteer Fire Company requesting a donation for Millington Day; funds to be used for a trophy or towards a proposed fireworks display. Morales and Starkey recused themselves due to their membership and offices held with the Fire Company. After a brief discussion, a motion was entered by Council Manning to leave our donation as is with no additional funds; \$3,000 annually + annual water and sewer usage; a second was entered by Council Hemstock, a vote of 3-0-2 was entered.

With no further business to discuss a motion to adjourn at 7:30 PM was entered by Council Hemstock, seconded by Council Starkey, a vote of 5-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning  
Town Administrator