

TOWN OF MILLINGTON
Mayor and Council Meeting Minutes
June 8, 2021

Present: Vice Mayor Kevin Hemstock
Council Wayne Starkey
Council J Eli Manning

Town Administrator: Jo Manning

Public & Others: virtual meeting held through conference call due to coronavirus pandemic and State mandates in attendance via phone were Trish McGee, Kent County News; Lauren Mench

Call meeting to order: Vice Mayor Hemstock 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 May 11, 2021 meeting was entered by Council Starkey with correction; a second by Council Manning, a vote of 3-0 was entered.

Kent County Sheriff's Report: Reviewed. Council Manning asked if the Town could issue a citation for excessive requests for service at a particular property? This is something that would need to be handled by the Sheriff's office and the Courts.

Code Enforcement Report: no violations during the month – no report

Rental Property Report. Beginning to schedule inspections.

Maryland Environmental Services Report: No report received.

Town Administrator Report: Reviewed. Council discussed the meeting request with County Commissioners. Council discussed options for Robvanary Park as the Open Space Grant Program is accepting applications for projects. A motion was entered by Council Starkey to include a soccer field, creation of skateboard ramps and rails along walking trail, and a basketball court on the existing asphalt that was previously the skateboard park; a second was entered by Council Manning, a vote of 3-0 was entered. Council Starkey shared a comment received regarding Jim Baxter's grandson, Chase Baxter, helping with the recycling as he is a minor. Council agreed the Town needs a waiver signed and a copy of a work permit.

Engineer's Report: No report received.

Old Business:

Utility Operations & Maintenance Proposal – the Town solicited for proposals to operate and maintain the water and sewer plants; only one company submitted a proposal, Susquehanna Operations Service, LLC. Previously a worksheet was submitted to Council members with comparison of costs. Council agreed contract should be sent to Counsel Mowell for review and comment before making a decision.

Sidewalk Ordinance – an amended Sidewalks and Streets ordinance was submitted for review; a Resolution will be drafted for introduction at the July meeting. The amendment allows for the creation of

a picture inventory of the sidewalks and streets to document current conditions versus future damage; and clarification of liability and responsibility for damage and repairs.

Water Ordinance – an amended to section 55-4 of the water ordinance was submitted for review; a Resolution will be drafted for introduction at the July meeting. The amendment clarifies issuance of a credit due to a water leak, time limit from notice of leak to repair to credit request, credit amount limitation, and consideration of payment history.

New Business:

David A Bramble, Inc. – emergency utility repair contract – a new contract was received from David A Bramble, Inc. regarding emergency utility repairs. A motion to approve the contract was entered by Council Starkey, a second by Council Manning, a vote of 3-0 was entered. Contract will be sent to Counsel Mowell for comment.

Annual Audit – Weyrich, Cronin, & Sorra submitted the annual audit engagement letter for approval; a motion to accept was issued by Council Starkey, a second by Council Manning, a vote of 3-0 was entered.

418 Cypress Street – a proposal was received from Gary & Antoinette Hurd to purchase 418 Cypress Street in the amount of \$10,000. Council asked to have proposal reviewed by Counsel Mowell and ask for an addendum referencing a right-of-way for sidewalks and future widening of streets.

Council comments:

Vice-Mayor Hemstock asked about the recent tax sale and the vacant lot on Crane Street owned by William Johnson. The Town did not attend the tax sale this year.

Council Manning asked if we would research a new PLC for the wastewater plant as the one, we currently have is obsolete and recommended for replacement by MES for a price of +\$35,000. Council Manning recommended the Town also look into the cost to clean the inside of the water tower as it is to be done periodically and to date the Town has not completed this maintenance.

Public Comments:

Lauren Mench asked when the Town would reopen its Council meetings to the public. After a brief discussion it was agreed meetings would be opened to the public as of July 1, 2021. The Mayor has the right to close and reschedule a meeting if the number of attendees exceeds the allowable number by the Fire Marshall (estimated calculation is 8 persons allowed in the meeting room). Council asked to have a notice placed in the July utility bills.

Correspondence:

A request through the Town's Facebook page was made by House of Prayer Holiness Church to allow for outdoors service from the evening of June 27 through June 29 on the front lawn of 205 Sassafras Street. Council recommended this service be moved to Robvanary Park or the Elementary School site due to potential traffic issues, parking issues, and noise issues.

With no further business to discuss a motion to adjourn at 7:55 PM was entered by Council Starkey, seconded by Council Manning, a vote of 3-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning
Town Administrator