

Town of Millington

Mayor and Council Meeting Minutes

May 7, 2024

Presents: Mayor Kevin Hemstock
Council Michelle Holland
Council Zita Seals
Council Wayne Starkey

Town Administrator: Jo Manning

Public & Others NO PUBLIC

Call Meeting to Order: Mayor Kevin Hemstock called the meeting to order at 6:30 pm.

Organizational: A motion to approve the organizational meeting schedule was entered by Council Starkey; a second by Council Seals, a vote of 3-0 was entered.

Minutes of previous meeting: A motion to approve the minutes for the April 9, 2024, meeting was entered by Council Starkey; a second by Council Seals, a vote of 3-0 was entered. Council Holland arrive to the meeting late.

Susquehanna Operational Services Report: Reviewed

Kent County Sheriff's Report: No Report

Town Administrator Report: Admin Manning reviewed her report with Council and provided an update on the senior housing project/school property.

Code Enforcement Report: Reviewed

Rental Property Report: Reviewed

Old Business: There was no old business to discuss.

Public Hearing:

A motion was made to close the regular meeting and open the public hearing by Council Starkey and seconded by Council Seals, a vote of 4-0 was entered. A motion to open the public hearing was entered by Council Starkey and seconded by Council Seals, a vote of 4-0 was entered.

Mayor Hemstock read into the record Resolution 2024-06 – Reimbursement Policy. There was no public comment. A motion to adopt was entered by Council Starkey and seconded by Council Seals; a vote of 4-0 was entered.

Mayor Hemstock read into the record Resolution 2024-07-Authorize to Submit CDBG Grant Application for MSV. There was no public comment. A motion to adopt was entered by Council Starkey, a second by Council Seals, a vote of 4-0 was entered.

Mayor Hemstock read into the record Resolution 2024-08-Establishment of Citizen Participation Plan for CDBG. There was no public comment. A motion to adopt was entered by Council Starkey, a second by Council Seals, a vote of 4-0 was entered.

Mayor Hemstock read into the record Resolution 2024-09-Budget for Fiscal Year 2025. There was no public comment. A motion to adopt was entered by Council Starkey, a second by Council Seals, a vote of 4-0 was entered.

Mayor Hemstock read into the record Resolution 2024-10-Amendment of Fee schedule. There was no public comment. A motion to adopt was entered by Council Starkey, a second by Council Seals, a vote of 4-0 was entered.

A motion to close the public hearing was entered by Council Starkey and seconded by Council Seals; a vote of 4-0 was entered. A motion to open the regular meeting was entered by Council Starkey and seconded by Council Seals; a vote 4-0 was entered.

New Business:

Mayor Hemstock introduced Resolution 2024-11- Amendment of the Subdivision Ordinance.

Admin Manning shared with Council 26 RFPs for a Town attorney were mailed, only one attorney responded, Tom Yeager. Mr. Yeager and Admin Manning discussed possible conflict of interest as he is the County Attorney. It was agreed if something occurs between the Town and Kent County requiring an Attorney, an alternative Attorney would be required as Mr. Yeager would represent the County. Mr. Yeager agreed to contact Attorneys he has used in the past for this type of situation with other municipalities he represents. Council agreed 4-0 to appoint Mr. Thomas Yeager as the Town's Attorney, representing both the Council and the Planning Commission.

Admin Manning discussed the need for established construction standards for horizontal infrastructure. Currently the Town does not have construction standards, documents to provide to future planners and developers as the Town grows. These standards include engineered drawings and specifications and typically are in conjunction with Federal, State, and County guidelines. Manning recommended the Council adopt by Resolution the acceptance of the current Kent and Queen Anne's Counties standards with revised standards as regulations are revised. Council agreed with this recommendation. Manning will acquire both Counties standards, schedule a public hearing, and present a Resolution for adoption.

Public Comments: No Comments

Council Comments: Mayor Hemstock shared his concerned with the changes Mr. Richardson is requesting from Kent County in regard to

zoning. Hemstock stated the public needs to be aware to changes Mr. Richardson is requesting in the County's Zoning and the benefit of these changes to his project.

Correspondence:

With no further business to discuss a motion to adjourn at 7:45 PM was entered by Council Starkey, seconded by Council Seals, a vote of 4-0 was entered.

Respectfully submitted,

Jill Starkey, Town Clerk