

**MAYOR and COUNCIL
TOWN OF MILLSBORO
322 Wilson Highway
Millsboro, Delaware 19966 - 1216**

OFFICE HOURS
MONDAY — FRIDAY
8:00 a.m. to 4:30 p.m.



Phone: (302) 934-8171

Fax: (302) 934-7682

TOWN OFFICE
PARKS/RECREATION
STREETS
WATER/SEWER

POLICE DEPT. 934-8174

**MINUTES
JANUARY 4, 2016
MILLSBORO TOWN COUNCIL**

7:00 pm meeting called to order with Mayor John Thoroughgood presiding. Present were Vice Mayor Michelle Truitt, Secretary James Kells, Treasurer Joseph J. Brady, Council persons Bradley Cordrey, Ron O'Neal and Tim Hodges, Town Solicitor Mary Schrider-Fox, Town Manager Faye Lingo and Assistant Town Manager Sheldon P Hudson.

Mayor Thoroughgood led the pledge of allegiance.

Mayor Thoroughgood welcomed everyone to the meeting and explained that we were promoting Lt. Brian K. Calloway to Chief of the Millsboro Police Department this evening and thanked Lt. Calloway for the work he has done for the Town.

Judge Coffelt conducted the reaffirmation of oath with Calloway.

Mayor Thoroughgood presented Calloway with a certificate and envelope.

Chief Calloway thanked everyone for coming this evening. Guests included Millsboro Police Department officers, other officers he has worked and trained with over the years and family. There were also prior coaches and mentors present.

7:15 pm Mayor Thoroughgood recessed the regular council meeting for fifteen minutes to reconvene inside the council chambers to finish conducting the town business. Chief Calloway and his guests could continue their visiting and enjoy the refreshments.

7:30 pm regular meeting called to order.

Mayor Thoroughgood introduced the new Assistant Town Manager Sheldon Hudson. Today is his first day on the job so he is getting to know everyone at one time.

Public Comments – there are not any

Secretary's Report

Kells motioned, Brady second to approve the minutes as written; approved unanimously.

Treasurer's Report

Brady reported the bills have been reviewed and motioned they be paid from the designated accounts, Cordrey second; approved unanimously.

Millsboro Fire Company

John Hall reported that the department had a total of 462 fire calls, 63 more than 2014 which is an increase of almost 14%. EMS responses were 2498 in 2015 compared to 2209 in 2014, an increase of almost 12%. This equals to emergency services occurring one in every 3.5 hours. A Millsboro 5th grade student, Sarah Adkins, took first place honors in the Special Category for her Fire Prevention essay in October and moves on to the state competition that will be judged January 10th. The annual election of officers was held and the new president, Ray Burton and Vice President P.J. Mitchell will take office at the January meeting scheduled on January 12th.

Millsboro Police Department

Chief Brian K. Calloway gave his report to council. Training; Ptl. McDaniel attended Ground Fighting training at the Delaware State Police Academy on December 2nd and PFC Moyer and PFC Dufour attended training in Background Investigations on December 3rd. No current or active threats to homeland security. No CALEA update. Personnel; Recruit Gorman is scheduled to graduate from the academy February 12th. Criminal investigations; Sgt. Legates and Sgt. Wheatley completed the annual evidence purge of the evidence room that is a requirement. They then plan for the destruction of evidence involving cases which have been adjudicated and we no longer are required to store. Community events; the Christmas Parade took place without any issues. On December 17th the department presented a certificate of appreciation to Ms. Beverly Hudson, a clerk at Capitol Cleaners. She always made a point to call the officers to let them know their uniforms were ready for pick up always with a concern that they may need them. Their storefront will be closing and the officers wanted to show their appreciation for her care. The Citizen Police Academy is coming together nicely with over 20 participants. It is tentatively scheduled for March 29 thru May 24. Due to the number interested in attending they may have to use a meeting room at Town Center for the meetings if available. Office of Highway Safety; the department worked DUI saturation patrols and I should have the results ready for next month.

Education reimbursement; Pfc Matthew Dufour has requested to be reimbursed for college tuition in the amount of \$ 2,294.95. He has completed his Bachelor's degree in Behavior Science and has expressed his appreciation to the town for allowing him to do this. Brady motion, Truitt second to approve the reimbursement to Dufour in the amount of \$2,294.95 for education, approved unanimously.

Greater Millsboro Chamber of Commerce

Amy Simmons, Director, wanted to thank PFC. Forester, the department and the Fire police for helping during the parade as well as D & D Stained Glass as the sponsor and Chris Adams for organizing the lineup. The parade was very well attended. Santa's House did a record number of 550 kids and the largest evening being December 23rd even though it was raining. She would like to let everyone know the coffee social is scheduled for Thursday January 7th, 8:00 am – 9:00 am and would like to extend a special invitation to Chief Calloway and the new Assistant Town Manager Sheldon Hudson to stop in and introduce yourselves. The regular membership meeting is scheduled for lunch at Pizza King on January 21st.

Street Report

None

Parks and Recreation Report

None

Water and Sewer Report

Town Manager reported that there are two properties that received a sewer adjustment as ordinance allows due to a water leak. They were 28606 Dupont Blvd and 122 Monroe Street, no council action required.

Engineering Services Agreement – Carrie DeSimone presented the contract submitted from CABA Associates a Duffield Company. She explained that the State has offered a program to the Town to be able to refinance some of their debt at a lower interest rate with the provision that the savings had to be reinvested into sewer improvements. The State is also requiring the town to do an Inflow and Infiltration (I & I) Study. Also included in part of that scope under other contracts is to have pump station 2 rebuilt and a couple of generators. The cost of the I & I study is \$ 150,000. Hodges motion, O'Neal second to accept the engineering agreement as presented, approved unanimously.

Mayor's Report

Millsboro Art League, Ms. Debra Doucette has asked to address the council on behalf of the Millsboro Art League. She explained that the Art League has received a \$20,000 grant from the Dog Fish Head grant program to supplement their existing programs and creation of new programs. Specifically for the showing they hold for the Department of Corrections inmates. Then she also asked for a meeting with the rental committee to review their lease. Mayor Thoroughgood asked if there was a committee for this and the town manager advised there are two persons on the committee, Thoroughgood and Hodges. Hastings was on it but he no longer is on council. Mayor Thoroughgood asked Joseph J. Brady if he would serve on the committee as well and he agreed.

Rental Committee Report, for "not for profits"

Committee Chair, Michelle Truitt reported that the committee reviewed the cost to be able to support the building and could not recommend discounting the rent amount. This would mean subsidizing it with resident tax dollars and we cannot ask the residents to pay for

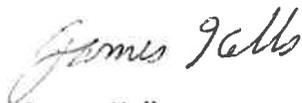
that. They did recommend that meeting rooms one, two and three be made available 8:30 to 4:00 pm, Monday thru Friday at no cost for those organizations that are a 501C. They would need to check the availability and schedule the use. Mr. Dangelantonio asked to address council and asked if he would be able to meet with the committee? He represents a group of about seventy that receive kidney dialysis and he was hoping to do something for them and the small rooms will not work. Truitt asked if the Fire Company had rates that were affordable and Mr. Ron O'Neal advised Mr. Dangelantonio that he would speak with him after the meeting and see if there was something they could work out. Truitt motioned, Brady second to approve the report as given, approved unanimously.

8:15 pm Cordrey motioned and O'Neal second to recess into executive session after a ten minute break, approved unanimously.

REGULAR SESSION

9:15 Mayor called the meeting to order. With no council action to be taken Brady motioned to adjourn, Cordrey second, approved unanimously.

Respectfully submitted,



James Kells,
Secretary