

**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
MILLSBORO TOWN COUNCIL
MARCH 7, 2016**

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

Pledge of Allegiance, Mayor Thoroughgood led the pledge.

Public Comment – there were not any.

SECRETARY'S REPORT

Secretary James Kells presented the minutes and moved they be approved as written, second by Joseph Brady and approved unanimously.

TREASURER'S REPORT

Treasurer Joseph Brady presented the bills and moved they be paid from the designated accounts, second by Hodges, approved unanimously.

MILLSBORO FIRE COMPANY

John Hall gave the report for the fire company. They have had 189 calls to date, 25 on the fire side and 164 on the ems side. Training this month has been focused on being able to recognize the different colors of smoke and what the colors mean as far as type of fire. The junior members have been familiarizing themselves with the trucks, gauges, etc. The ladies auxiliary are working on the Easter egg sales this year with Zoar Church. They will have them for sale with their flower sale on Good Friday. President of the company Ray Burton is here this evening as well.

GREATER MILLSBORO CHAMBER OF COMMERCE

Amy Simmons, Director, gave report. Apologized for missing last month; she had sent a letter concerning the Easter Egg Hunt and then missed the date of the council meeting. The coffee networking has been doing well with attendance increasing. The Bridal Show is scheduled for Sunday, March 13th and there are 28 vendors to date. The next membership meeting is Saint Patrick's Day at the Pint, Pub and Eatery. The Easter egg hunt is to take place Saturday March 26th with council's permission to use Cupola Park. The office will be closed April 6 through April 12; April 21 is the Business Expo / Job Fair. The Boro Bash is being scheduled and there is already an agreement with the new owner of the Saint Helens property to be able to hold a Truck and Jeep Show on that site. We are contacting not for profits to see if they can take on different aspects of the festival making it more of a community festival. We will be advertising beyond the 50 mile radius but with getting the local organizations involved. There is also a plan is to bring back the Auction.

Truitt asked the hours of the Easter Egg Hunt. Amy advised that the kids begin their hunt at eleven and it takes about a half hour to complete but the chamber volunteers begin hiding the eggs about 8:00 am. Truitt motioned that the Chamber be allowed to conduct the Easter Egg Hunt at Cupola Park, March 26th beginning 8:00 am until noon, Hodges second, approved unanimously.

POLICE DEPARTMENT REPORT

Chief Calloway began with introducing the newest member of the department, Ptl Michael Gorman who is here this evening. Gorman graduated from the academy in February and is now going through his field training. Then Chief Calloway introduced the new hires that the personnel committee was authorized to hire. These two had made it through the background and physical requirements. The committee reviewed the findings with Pfc DuFour before the interviews and then agreed to make the job offer to both Dallas Millner and Joseph Mulhern. Town Manager reminded everyone that due to the time needed to get the two recruits ready for the academy it was not possible to wait for the council meeting to take action so the authority to do the hiring was given to the personnel committee last month. We do need to reaffirm the decision to hire these two tonight. Brady motion, Cordrey second to approve the hiring of Dallas Millner and Joseph Mulhern as police officers, approved unanimously.

STREET REPORT

None

PARKS AND RECREATION REPORT

None

WATER AND SEWER REPORT

No new adjustments to report.

New hires need to be discussed in executive session prior to any action.

MAYOR'S REPORT

Gary and Loretta Ewell have a minor subdivision application for the property they own on West State Street, Sussex County Map No. 1-33-17.09 parcel 12.00. Mr. Ewell explained that he had a large parcel with a warehouse on it and the property was partitioned. The parcel with the warehouse was sold to the owner of Giggle Bugs. They remodeled the building and have opened their daycare facility for children. He feels the business has been a positive development for Millsboro as well as that area of town. Several of the neighboring properties have been busy making renovations to their properties and now would like to divide the property so that a parcel can be sold to the owners of Giggle Bugs. They have asked to be able to build a home on the back portion. Mr. Ewell has submitted a plan that showed the parcels and he has met with Mr. Niblett. There is an existing 50 foot right of way that was paved as an access to all of the property when the partitioning was completed so that is already in place. Mr. Ewell has also worked out the details necessary to be able to connect to town water and sewer. If agreeable a resolution is needed to set the date and time for the public hearing for the April 4 council meeting. Mr. Ewell was under the impression that the hearing was tonight and has mailed notices to all of the neighbors advising them to be here tonight. Town Manager said that was fine. No one came to speak for or against; if they had we would have put them on the record for the hearing. You do not have to send new notices the town will advertise for the public hearing. Brady motioned, Kells second to hold a public hearing April 4, 2016, 7:00 pm, approved unanimously.

Grace United Methodist Church is requesting to use Cupola Park and the Stage for a public revival with music and food. Mayor Thoroughgood explained the Pastor could not be here this evening but Thoroughgood had a discussion with him concerning the details. The event will be open to the public; however, the dates they are requesting are different than their original letter. They would like to hold it on Saturday, September 10th with a rain date October 22nd. If agreeable a motion and a second is needed. Brady motioned, Hodges second to approve the event with the new dates.

Resolution authorizing the town manager to sign the State Revolving Fund application that is due March 17, 2016. A sample of the application is in the packet where the Town Manager was given the authority in the past. This is to be able to expedite the documents as they come through town hall. Brady motioned, Hodges second to authorize Faye Lingo, Town Manager to sign the loan documents, approved unanimously.

Mosquito Control. Faye advised that each year the state asks the Town if they would like to have them spray for mosquito control. If agreeable then the Town needs to mail a letter with a waiver giving them the authority as well as a map showing areas to be sprayed. If you are agreeable then authorization needs be voted on this evening. Brady motioned, O'Neal second to have the Town Manager handle the necessary paperwork allowing the State to spray for mosquitos within the Town limits, approved unanimously.

Mayor advised council that an executive session is needed. 7:30 pm Hodges motioned, O'Neal second to take a ten minute recess and reconvene at 7:40 pm in executive chambers, approved unanimously.

REGULAR SESSION

8:10 pm regular session called to order.

Personnel - Hodges motioned, Kells second authorizing the hire of three new public works employees. Two as general maintenance and one as a wastewater operator at the pay discussed in executive, approved unanimously.

Legal – Truitt motioned, Brady second to authorize Mary to consult with CABE about withdrawing the appeal made to the Environmental Appeals Board concerning the contingency plan for the town, approved unanimously.

8:12 pm Brady motioned, Truitt second to adjourn, approved unanimously.

Respectfully submitted,



James Kells,
Secretary