



**Town Council
Town of Millsboro**

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Council Vice President & Acting President Tim Hodges
Council President Pro Tem & Acting VP John Thoroughgood
Council Secretary Jim Kells
Council Treasurer & Acting President Pro Tem Larry Gum
Councilman Ron O'Neal
Councilman Brad Cordrey
Councilwoman Faye Lingo

Jamie Burk, Town Manager

**TOWN COUNCIL
REGULAR MEETING
May 2, 2022**

MINUTES

Call to order: The meeting was called to order at 7:00 p.m.—with Council Vice President and Acting President Tim Hodges presiding. Council President Pro Tempore and Acting Vice President John Thoroughgood, Council Treasurer Larry Gum, Councilman Bradley Cordrey Councilwoman Faye Lingo, Acting Town Manager Jamie Burk, Town Clerk Joanne Dorey, and Town Solicitor Mary Schrider-Fox were also present. Council Secretary James Kells, and Councilman Ron O'Neal were absent.

Secretary's report: Cordrey submitted the April regular meeting minutes and made a motion that Council approve them as written. Gum seconded. 5 approved; Kells and O'Neal were absent.

Treasurer's report: Gum made a motion that the Town pay the invoices from the designated accounts as recommended by staff. Lingo seconded. 5 approved; Kells and O'Neal were absent.

Millsboro Fire Company update: Gum mentioned there had been 335 EMS calls in April and drove over 10,000 miles. The Department assisted the Lions Club with building a handicap ramp this past month.

Millsboro Art League update: Jon Bandish stated the league held its 1st member exhibit this past month which brought in new memberships. Jon also mentioned all officer positions are filled.

Police Department's report:

Chief Brian Calloway stated PFC Dallas Millner received training on Search and Seizure, on April 12; on the same date, Cpl Matthew Dufour and Ptlm Cody Justice received training on Problem Oriented Policing. Both training events were hosted by the Delaware State Police.

April 13, Cpl Christopher Ebke received training on Major Case Management hosted by the Delaware State Police.

On April 14, PFC Dallas Millner received training on Handling Confidential Informants also hosted by the Delaware State Police.

Chief Calloway mentioned on April 14–15, Cpl. Matthew Dufour received training on Law Enforcement Recruiting hosted by the Ocean City Police Department.

Chief Calloway attended a Leadership Development Conference in Ocean City, MD on April 25–28 hosted by the FBI National Academy.

Chief Calloway stated on April 27 Ptlm. Cody Justice received training on Legal Updates hosted by the Delaware State Police.

Chief Calloway mentioned on April 26 and 28 all sworn members conducted annual firearms training.

On April 11–13, Chief Calloway stated the Department participated in its 5th Commission on Accreditation for Law Enforcement Agencies (CALEA) on-site visit. No issues were presented.

Recruits James Rieley and Matthew Hooker are scheduled to graduate from the Dover Municipal Police Academy on May 27.

Chief Calloway stated several community events had been scheduled. On April 9, PFC John Wharton organized the Touch a Truck event at the Chrysler/ Dodge facility. On May 7, the Millsboro Bicycle Rodeo will be held in Lowe's parking lot. On May 21, the Plantation Lakes Community Day is scheduled. May 20–22, the Northeast Car Rally is scheduled to take place. Lastly, from June 27–to July 1, the Millsboro Police Youth Academy is scheduled to be held at the Millsboro Town Center.

With regard to the Office of Highway Safety, during the month of April, 18 stops were conducted.

Parks and Recreation:

Cupola Park stormwater project: Carrie Kruger, PE, town engineer stated quotes have been received.

Mayor's report:

Presentation of Nanticoke Flag: Bonnie Hall and members of the Nanticoke Indian Association presented the Town of Millsboro with the Nanticoke Indian Flag.

Employee of the month—April: Burk introduced Gunner Kollock as the April Employee of the Month recipient.

Water and Sewer:

“White Farm” wastewater treatment plant engineering amendment #1: Gannett Fleming presented an additional services amendment to be approved. Gum made a motion to accept the amendment as presented. Lingo seconded. 5 approved; Kells and O’Neal were absent.

Proposal for “White Farm wastewater treatment facility H.S.R.: Kruger presented a proposal for a Hydrogeologic Suitability Report prepared by Verdantas, LLC. Thoroughgood made a motion to approve the proposal as presented. Cordrey seconded. 5 approved; Kells and O’Neal were absent.

Mayor's report (cont.):

Annual tax appeals: Matthew Hall, director of finance and technology stated there were no appeals submitted.

Supplemental tax list: Hall mentioned there are no tax appeals to be heard.

Annexation request—Betts Commons: Hodges recapped the public hearing that was held at the April Council meeting. A letter was submitted on behalf of the applicant stating the Medium-Density Residential (MR) District does not work for the applicant. Lingo made a motion to deny the annexation request. Thoroughgood seconded. 5 approved; Kells and O’Neal were absent.

Annexation request— Fallbrooke Properties LLC:

Burk presented on behalf of O’Neal who was absent; and stated the committee had met and identified “pros” such as reduction in the size of an existing enclave, other positive financial impacts, and preferred location for commercial development.

Thoroughgood made a motion to accept the annexation committee report as presented and to schedule a public hearing for June 6, 2022. Gum seconded. 5 approved; Kells and O’Neal were absent.

Final site plan—ALDI: Timothy Scheg, PE for APD Engineering & Architecture, PLLC presented the final site plan submission for ALDI. Cordrey made a motion to approve the final site plan as presented. Gum seconded. 5 approved; Kells and O’Neal were absent.

Collective Bargaining Agreement: Gum made a motion to approve the collective bargaining agreement dated July 1, 2022. Cordrey seconded. 5 approved; Kells and O’Neal were absent.

Mayor's report (cont.):

Patriots Bluff Commercial development agreement: Burk presented the development agreement. Gum made a motion to give the Patriots Bluff committee authorization to finalize the development agreement. Lingo seconded. 5 approved; Kells and O'Neal were absent.

Streets:

West State Street improvements project: Burk stated the project is progressing well.

§200-29 Trucks over certain weights excluded: Schrider-Fox stated town code does not prohibit school buses on town streets.

Water and Sewer (cont.):

Utility adjustment request 10048 Iron Pointe Drive Ext: No action

GMB on-call inspection services: Kruger presented a proposal from GMB for on-call inspection services due to Walt Mackey retiring. Cordrey made a motion to approve the contract as presented. Thoroughgood seconded. 5 approved; Kells and O'Neal were absent.

Mayor's report (cont.):

Lease amendment Intervet, Inc. and Mallinckrodt Veterinary, Inc.: Burk presented the lease amendment. Lingo made a motion to approve the 2nd amendment to the lease agreement as presented. Thoroughgood seconded. 5 approved; Kells and O'Neal were absent.

Landscaping requirements in zoning code: Niblett and Schrider Fox are still working on.

Recess: At 8:20 p.m., Thoroughgood made a motion that Council recess until 8:30 p.m. Cordrey seconded. 5 approved; Kells and O'Neal were absent.

[Executive session]

Call to order: At 10:26 p.m., Cordrey made a motion to go back into regular session. Thoroughgood seconded. 5 approved; Kells and O'Neal were absent.

Cordrey made a motion approving the employee payment as discussed in the executive session. Gum seconded. 5 approved; Kells and O'Neal were absent.

Cordrey made a motion to approve the adjustment to insurance for all employees as stated in the collective bargaining agreement. Gum seconded. 5 approved; Kells and O'Neal were absent.

Cordrey made a motion authorizing Schrider-Fox to draft an employment contract as discussed in executive session. Gum seconded. 5 approved; Kells and O'Neal were absent.

Cordrey made a motion authorizing Schrider-Fox to draft a renewal contract as discussed in the executive session and distribute it to Council. Gum seconded. 5 approved; Kells and O'Neal were absent.

Adjournment: With no further business, Lingo asked for a motion to adjourn. Thoroughgood seconded. 5 approved; Kells and O'Neal were absent.

Respectfully submitted,



James Kells
Secretary

JK:SH:JB:jd