



**Mayor and Council
The Town of Millsboro**

322 Wilson Highway
Millsboro, Delaware 19966
(302) 934-8171
(302) 934-7682 (Fax)
town@millsboro.org

Mayor John Thoroughgood, District 2

Vice Mayor Michelle Truitt, District 3

Pro Tem Tim Hodges, District 1

Secretary James Kells, District 3

Treasurer Bradley Cordrey, District 1

Councilperson Ron O'Neal, District 2

Councilperson Larry Gum, At Large

Sheldon P. Hudson, Town Manager

**TOWN COUNCIL
REGULAR MEETING
APRIL 3, 2017**

MINUTES

Meeting was called to order at 7:00 p.m.—with Mayor John Thoroughgood presiding. Also present were Vice Mayor Michelle Truitt, Pro Tem Tim Hodges, Secretary James Kells, Treasurer Bradley Cordrey, Councilperson Ron O'Neal, Councilperson Larry Gum, Town Manager Sheldon P. Hudson, Assistant Town Manager Bill Sauer, and Town Solicitor Mary Schrider-Fox.

Pledge of allegiance: Mayor Thoroughgood led the pledge.

Secretary's report: Kells submitted the minutes and made a motion that they be approved as written. Gum seconded. Approved unanimously.

Treasurer's report: Cordrey made a motion that the bills be paid from the designated accounts. Hodges seconded. Approved unanimously.

Millsboro Fire Company:

John Hall presented the monthly report.

There were 256 ambulance and 48 fire calls.

A tour of the high school was conducted, and air bottle training was received. The Juniors participated in truck and search-and-rescue training.

The Ned Carey Award was presented to Mr. Lynn Bullock.

Mr. Hall asked if the Delaware Department of Transportation would be doing work on State Street on Good Friday—the date of the Ladies Auxiliary flower show. Hudson told Mr. Hall he would check.

Greater Millsboro Chamber of Commerce:

Amy Simmons presented the monthly report.

The 7th annual Easter egg hunt is scheduled for Saturday, April 15 at 11:00 a.m. at Cupola Park. Prizes will be awarded and surprises offered.

6,000 “eggs” have been stuffed courtesy of the Indian River Eagle Company and Best Buddies Delaware. Ms. Simmons thanked the Ladies Auxiliary for their donation and Mitch Rogers of Edward Jones and the Plantation Lakes Homeowners Association for their sponsorship.

Fund-raisers for the Millsboro Stars & Stripes event include an April 30 Stars & Strikes bowling tournament at Millsboro Lanes and a May 10 Paint Nite at Millsboro Fire Hall.

The Stars & Stripes kickoff took place on March 16. The Chamber has received several substantial donations.

Other upcoming events include a coffee networking at Mill Pond Family Restaurant on April 6 at 8:00 a.m., a “ribbon cutting” at Pamela’s Coffee House & Cafe on April 17, the business expo at Millsboro Town Center on April 20 from 4:00 to 7:00 p.m., and the yard sale on May 27 from 7:00 a.m. to 1:00 p.m.

Ms. Katie Berna spoke to Council about the possible return of certain pageants to the area. Ms. Simmons said the Chamber Board was not interested in playing an active role, but she said she knew of a jeweler who might be willing to supply the crowns.

Police Department’s report:

Chief Brian Calloway presented the monthly report.

Corporal Forester participated in verbal judo de-escalation training, and Lieutenant Legates took internal investigation training.

Gum made a motion approving the request to reallocate Combat Violent Crime grant funds in the amount of \$476.84 from rental cars to overtime. O’Neal seconded. Approved unanimously.

The Department participated in the occupant safety initiative sponsored by the Delaware Office of Highway Safety [OHS]. 13 cell phone, 3 seat belt, and 2 license tag tickets were issued. Chief Calloway indicated that he had received an e-mail from OHS expressing how pleased they were with the Department’s efforts.

Chief Calloway indicated that he had received a number of phone calls concerning the traffic backups that were occurring in the vicinity of SR 24 and Hollyville Road around 8:00 a.m.

Officer Kyle Wharton, a recent Police Academy graduate, was presented to Council. Chief Calloway reminded Council that Officer Wharton had been unable to attend the last meeting because of a medical issue in his family.

Mayor Thoroughgood, each councilperson, Hudson, Sauer, and Schrider-Fox congratulated and shook hands with Officer Wharton.

PFC Seth Bullock was presented to Council. Chief Calloway indicated that he and the Personnel Committee were recommending that PFC Bullock be promoted to the position of corporal.

Gum made a motion to promote PFC Bullock. Cordrey seconded. Approved unanimously.

Corporal Bullock’s wife “pinned” him. Mayor Thoroughgood presented Corporal Bullock with a certificate of promotion, and Mayor Thoroughgood, each councilperson, Hudson, Sauer, and Schrider-Fox congratulated and shook hands with Corporal Bullock. Corporal Bullock’s father, Lynn, was invited to come forward.

Parks and Recreation:

Hudson reported that he had sent Mr. Donald Collins a letter reminding him that the land with a tax map and parcel number of 133-20.00-37.01 could no longer be farmed.

Ms. Karen Lessey of Grace United Methodist Church asked that the Council-approved rain date of October 21 for the church's "God Is Good" event be changed to October 14. Mr. John Hall expressed a concern with regard to October 14 since the Fire Company would be hosting the annual "road rally" event on that date. O'Neal said he was OK with setting October 14 as the rain date so long as the church understood that the Fire Company parking lot would be unavailable.

Cordrey made a motion to change the rain date with the understanding that the church recognized that the Fire Company parking lot would be unavailable. Gum seconded. Approved unanimously.

Mrs. Denise Blake expressed an interest in organizing a "Unity Day" event that would take place at Cupola Park. She said the event would include live music (jazz, gospel, & R&B) and vendors (possibly including a food cart). Mrs. Blake estimated that 75-100 people would attend. She said the proceeds would be given to the Fire Company. Mrs. Blake asked that there be a police presence at the event.

Hodges made a motion to allow a Unity Day event to occur on Sunday, September 3 from 10:00 a.m. to 6:00 p.m. Cordrey seconded. Approved unanimously.

Mayor's report:

Former church/former post office/"Art League" building:

Hodges provided a verbal summary of the committee's meeting. He suggested that Council consider options other than renovating the building given the estimated cost to do so. Hodges mentioned the possibility of demolishing the structure and constructing a new facility that might contain a second story, an elevator, and lots of glass.

Kells expressed that he shared Hodges's concern relative to the projected renovation cost.

Truitt mentioned that the existing building was historic.

Hudson added that the committee had discussed possibly asking Mayor Thoroughgood to expand the committee's purview and make the committee into more of a downtown development committee. Hudson recommended that the downtown development committee, if created, work with any committee for the new police station so as to ensure that the two facilities would share some common design elements.

Mayor Thoroughgood spoke of his vision for the building to have public restrooms. He said he would like the committee to secure estimates to demolish and rebuild the facility.

Gum made a motion to expand the purview of the committee and request that the committee secure estimates to demolish and rebuild the building. O'Neal seconded. Approved unanimously.

Electronic sign: Hudson reported that Rep. Rich Collins had agreed to Council's request that he speak with Secretary Jennifer Cohan of the Delaware Department of Transportation on the Town's behalf in an effort to secure approval for the Town to have an electronic sign installed that would take the place of the existing "Welcome to Millsboro" marquee sign.

Conditional use application from Preston Chrysler associated with properties with Sussex County tax map and parcel numbers of 133-16.16-3.00 and -8.02:

Hudson reported that Preston Chrysler had requested permission to temporarily use the two parcels in question for vehicle storage. Schrider-Fox mentioned that Hudson had secured copies of the lease agreements.

Gum made a motion to approve the request. Hodges seconded. Approved unanimously.

Combining request from Dr. Tim Dabkowski for properties with Sussex County tax map and parcel numbers of 133-16.16-23.00 and -22.00: Mr. Julian Pellegrini of PELSA presented the request on behalf the applicant. Hodges made a motion to approve the request. Cordrey seconded. Approved unanimously.

Board of Election appointments: Mayor Thoroughgood appointed Sandee Brigandi, Peg Buzzelli, and Ray Fulkrod to the 2017 Board of Election. Kells made a motion to confirm the appointments. Truitt seconded. Approved unanimously.

Sign ordinance revisions:

O'Neal, the committee chair, provided a verbal summary of the committee's report. He indicated that the committee had met with the Board of Adjustment and had taken their input into account.

Gum made a motion that a public hearing be scheduled and take place during the next regular Council meeting. Kells seconded. Approved unanimously.

Tax assessment list with new assessments: Sauer provided a verbal summary. He indicated that Mr. Matt Hall, finance officer, had prepared the list.

Purchase by Town of properties with Sussex County tax map and parcel numbers of 133-17.09-26.00 and -26.01: Hodges made a motion to authorize Mayor Thoroughgood to sign the settlement documents—with Kells, in his role as secretary, or a “designate” attesting. Gum seconded. Approved unanimously.

Town credit cards for town manager and chief of police: Gum made a motion authorizing WSFS to issue Town credit cards, each with a \$5,000 credit limit, to the town manager and chief of police. O'Neal seconded. Approved unanimously.

Bond resolution: Hodges made a motion to approve the proposed refinancing/borrowing. Kells seconded. Approved unanimously.

Bench in memory of Mayor Joseph J. Brady:

Cordrey made a motion to purchase a bench in memory of Joe Brady, former mayor and councilperson. Hodges seconded. Approved unanimously.

The bench will be placed near the flagpole at Cupola Park. Mayor Thoroughgood agreed to speak with Mrs. Brady regarding the text that she would like engraved on the bench.

Recess: Truitt made a motion to go into recess until 8:35 p.m. Hodges seconded. Approved unanimously.

Executive session

Cordrey left the meeting.

Call to order: At 8:55 p.m., Hodges made a motion to go back into regular session. Kells seconded. Approved unanimously.

Business conducted in executive session: Hodges made a motion to authorize Mayor Thoroughgood, Kells, and Hudson to proceed as discussed during the executive session relative to the possible real property acquisition. Gum seconded. Approved unanimously.

Adjournment: With no further business, Mayor Thoroughgood asked for a motion to adjourn. Truitt made such a motion. Gum seconded. Approved unanimously at 9:00 p.m.

Respectfully submitted,



James Kells
Secretary