

**MAYOR and COUNCIL  
TOWN OF MILLSBORO  
322 Wilson Highway  
Isboro, 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  
MAY 2, 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, Council persons Bradley Cordrey, Tim Hodges and Ron O'Neal, Town Solicitor Mary Schrider-Fox, Assistant Town Manger Sheldon Hudson and Town Manager Faye Lingo. Absent was Treasurer Joseph J. Brady.

**Pledge of Allegiance:** Mayor Thoroughgood led the pledge.

**Public Comment** – Dottie Lecates asked to express her appreciation for allowing her to organize the Earth Day Event and Mayor Thoroughgood for attending. It was a beautiful day, a seventh grade class from the Millsboro Middle School also attended. There are several onboard willing to make next year an even larger event.

**SECRETARY'S REPORT**

James Kells submitted the minutes and motioned to approve as written; second by Hodges and approved unanimously with Brady absent.

**TREASURER'S REPORT**

The Town Manager presented the bills asking for approval to pay from the designated accounts. Cordrey motioned, Hodges second to authorize payment, approved unanimously with Brady absent.

**MILLSBORO FIRE COMPANY**

John Hall presented report. He mentioned that today was the first day of the detour east of town and there was an accident. There were 31 fire calls and 205 EMS calls and 178 involved patients. The junior fire fighters attended the fire school simulator. Three finished their training but only one was eligible to join the department based on their school reports. They have to wait until progress reports are issued and assuming they have improved and they have written parent's permission they can reenter the program.

## **GREATER MILLSBORO CHAMBER OF COMMERCE**

Amy Simmons the Director was unable to be here tonight. The Town Manager presented the report on Mrs. Simmons behalf. The Business Expo – Job Fair was a success and a thank you to the Millsboro Fire Company for the tables. The next mixer is Thursday morning, 8 am to 9 am at the Chamber office. Saturday, May 7th is the yard sale scheduled to take place at the Millsboro Middle School, rain date May 21. The Golf Tournament and Boro Bash are still in the planning stages. The Chamber has reached out to the Millsboro Little League to see if there is any interest by them to be the food concession for the event but have not heard anything back from them.

### **POLICE REPORT**

Chef Calloway reported that the officers all took part in a Department Shoot this month. There are not any Homeland Security issues nor is there a CALEA update. There was a criminal investigation of a robbery and the Georgetown Police assisted with the investigation and warrants were drafted. Millsboro PD would like to thank Georgetown PD for their assistance. The Citizen Police Academy has conducted three classes. The accreditation process, use of force / firearms training and criminal investigations have been the topics. Cpl. Moyer and Cpl. Rogers attended a meeting with the Millsboro Village Board and spoke on the topic of respect. Awards were presented to children that have been recognized for their achievements at East Millsboro Elementary. Office of Highway Safety initiatives have been successful this month. Both recruits Mulhern and Millner are still in the academy and doing well.

**Promotions** – In January the position of Lieutenant was posted along with one Sergeant's position and one Corporal's position. Testing, oral review and personnel interviews have all taken place and Chief Calloway is prepared to make recommendations for council action.

*First is the Lieutenant's position.* Chief Calloway presents Sgt. Robert Legates for promotion to the rank of Lieutenant. Hodges motioned, Cordrey second to approve the promotion of Robert Legates; motion unanimously approved with Brady absent. With council's permission Legates would like to have his wife pin his badge. Permission granted. Congratulations were given and handshakes with council.

*Sergeant's position:* Chief Calloway presents Cpl. Evan Rogers for promotion to the rank of Sergeant. Hodges motioned, O'Neal second to approve the promotion of Evan Rogers; motion approved unanimously with Brady absent. Chief pinned the new badge and congratulations were given and handshakes with council.

*Corporal's position:* Chief Calloway presents PFC. Patrick Forester for promotion to the rank of Corporal. Cordrey motion, Truitt second to approve the promotion of Patrick Forester; motion approved unanimously with Brady absent. Cpl. Forester's wife pinned his new badge on and congratulations were given and handshakes with council.

## **WATER AND SEWER REPORT**

Town Manager adjusted the sewer bill for 11 Marie Court as ordinance allows so no council action required.

## **MAYOR'S REPORT**

The Town Manager reported that Wharton's Bluff has submitted a request to have the bond released that they have with the Town of Millsboro. CABE Associates has reviewed and given their recommendation to release the bond. If council is agreeable their permission is needed to proceed. Hodges motioned, Truitt second to approve the release of bond, approved unanimously with Brady absent.

Creation of a "Town Facebook Page"; Truitt has suggested that the town create a Facebook page as a means of communication with the public. She has received requests from the public and thought the town could try it. Some council concerned with the time needed to manage it and the legalities of what can be posted and what cannot. Maybe an alternative would be to step up the web site so items can be posted quicker and or do email blasts. Residents would sign up for the email and when things were sent it would go directly to those on the list. Mayor Thoroughgood suggested a committee to look into and make recommendations to council. Tim Hodges chair, Bradley Cordrey and Ron O'Neal.

"Simplefile", electronic deed stamping. Sheldon Hudson, Assistant Town Manager explained that the town has received a request from a firm that handles settlements to be able to file through this means. The cost would be paid by the buyer. They do it now with Sussex County. This would not replace the manual deed stamp that we currently use. Mary Schrider-Fox has reviewed the contract and does not feel it is appropriate for the Town and has requested another version. Right now we will pursue to see if the legal issues can be resolved and if so then we will bring back to council.

With no further business Mayor Thoroughgood asked for a motion to adjourn. Kells motioned, Truitt second, approved unanimously with Brady absent.

Respectfully submitted,



James Kells,  
Secretary