



Mayor and Council
The Town of Millsboro

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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
October 1, 2018**

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 Jamie Burk, Town Clerk Joanne Dorey, and Town Solicitor Mary Schrider-Fox. No one was absent.

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. Hodges seconded. Approved unanimously.

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

Millsboro Fire Company update: (None)

Greater Millsboro Chamber of Commerce update: (None)

Police Department's report:

Chief Brian Calloway stated Sgt. David Moyer had attended training on September 10 for Medic Tac, held in Smyrna. On September 11, Sgt. Evan Rogers attended that same training. Sgt. Patrick Forester attended Leadership Development orientation on September 24. September 23–24, Lt. Robert Legates attended the National Domestic Violence Conference in Rhode Island.

Chief Calloway mentioned the local community had displayed a great deal of support on September 15, "Thank a Police Officer Day."

Chief Calloway stated Patrolwoman Liana Dodson was working on plans for Halloween night.

The Department partnered with Chick-fil-A on October 3 for the "National Coffee with a Cop" program.

Chief Calloway stated the Department was requesting approval to participate in the “Whiskers for Wishes” program again this year. This is a no shave event where officers can pay to not shave between October 15 and December 31. Last year, the Department had raised over \$3,000. The proceeds from this event would be donated to Grace United Methodist Church to provide gifts to needy families within the Millsboro area.

Cordrey made a motion to allow this event. O’Neal seconded. Approved unanimously.

Chief Calloway mentioned he had been asked to be the next spokesperson for the Special Olympics Torch Run.

With regard to Office of Highway Safety initiatives, in the month of September, there was a “Drive Sober or Get Pulled Over” initiative—which resulted in a total of 39 traffic arrests, 1 DUI arrest and 1 drug arrest.

The Police Department was allocated \$5,687.15 from the fiscal year 2019 State Aid to Local Law Enforcement (SALLE) grant. Chief Calloway requested these funds be allocated toward the following items: PowerDMS software program and 8 printers for the patrol vehicles.

Hodges made a motion to approve this grant allocation. Kells seconded. Approved unanimously.

The Department was also allocated \$4,387.81 from the fiscal year 2019 Emergency Illegal Drug Enforcement (EIDE) grant. Chief Calloway requested to allocate these funds toward drug and bike patrol overtime.

Cordrey made a motion to approve this grant allocation. Kells seconded. Approved unanimously.

Lastly, the Department was allocated \$6,300 from the fiscal year 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Chief Calloway requested to allocate these funds toward bicycle helmets, bicycle safety equipment, and drug overtime.

Hodges made a motion to approve this grant allocation. O’Neal seconded. Approved unanimously.

Chief Calloway mentioned the demolition of the Town-owned real property had to be placed on hold until Davis, Bowen & Friedel, Inc. put the project out to bid.

Streets:

Signs in the vicinity of Millsboro Middle School: Schrider-Fox presented a draft resolution to prohibit stopping and standing of vehicles on the east side of Wilson Highway within 300 feet of the corner of State Street. Truitt mentioned that there was a bus stop in the vicinity. This item was tabled.

Parking restrictions in the Plantation Lakes subdivision: Hudson relayed a request for the Town to impose a parking restriction on Town-owned streets requiring that vehicles park in the direction of the flow of traffic. Chief Calloway stated the Town could restrict parking by painting the curbs. Kells recommended painting the curbing 40 feet back from a stop sign on Town-owned roads within Plantation Lakes. Schrider-Fox suggested that an item to amend § 200-31 of the Town code be placed on the November agenda.

Addition of reduced speed ahead and children at play signs on northbound side of Mitchell Street: Hudson recommended the Town place “Reduced Speed Ahead” and “Children at Play” signs on the northbound side of Mitchell Street to possibly eliminate the handmade slow down signs that have been put up. Truitt made a motion to install the signs. Hodges seconded. Approved unanimously.

Parks and Recreation:

Improvement of property with a Sussex County tax map and parcel number of 133-20.00-37.01: Burk mentioned a contract had been signed and the Town was moving forward with the design phase for the possible future Town park on the west side of town.

Mayor Thoroughgood mentioned the lights were up on the buildings at Cupola Park. Gum recommended the playground equipment be “power washed.”

Mayor’s report:

Real property valuation appeal for 25161 Lumberton Drive:

Matt Hall, the Town’s finance officer reminded Council that, if a change were to be made, it would only affect Lawrence Appleman of 25161 Lumberton Drive since he filed the appeal. Eric Piner of PTA/DelVal recommended making certain properties along the golf course uniform and certain properties not along the golf course uniform.

Gum suggested making the change to this property and placing an item on the November agenda to make adjustments to the other properties that were affected by this multiplier.

Truitt made a motion to accept this recommendation. Gum seconded. Approved unanimously.

Supplemental tax list: Matt Hall supplied Council with the quarterly changes to assessments. Truitt made a motion to invoice all increases. Gum seconded. Approved unanimously.

Downtown improvements project: Hudson stated the Main municipal parking lot “seal-coating” work had been done and that the new fall banners had been hung. Hudson mentioned that Burk had been in communication with the Delaware Department of Transportation; the hope was that the paver part of the project would start after the first of the year.

Small Business Saturday proclamation: Hodges made a motion to proclaim the Saturday after Thanksgiving as Small Business Saturday 2018. O’Neal seconded. Approved unanimously.

Recess: Truitt made a motion to go into recess until 7:50 p.m. Hodges seconded. Approved unanimously.

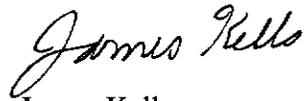
Executive session

Call to order: At 8:35 p.m., Kells made a motion to go back into regular session. Gum seconded. Approved unanimously.

Business conducted in executive session: Cordrey made a motion to authorize the town manager and town solicitor to make the real estate offer for the property located on Ellis Street as discussed in executive session. Gum seconded. Approved unanimously.

Adjournment: With no further business, Mayor Thoroughgood asked for a motion to adjourn. Gum made such a motion. Truitt seconded. Approved unanimously at 8:40 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "James Kells".

James Kells
Secretary

JK:SH:jd