



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
MAY 1, 2017**

MINUTES

Meeting was called to order at 7:00 p.m.—with Vice Mayor Michelle Truitt presiding. Also present were 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. Mayor John Thoroughgood was absent.

Pledge of allegiance: Truitt led the pledge.

Public hearings:

Resolution to amend portions of the zoning code related to signs located in the Urban Business (UB) Zoning District: There were no public comments. Schrider-Fox noted that proper public notice had been provided.

Tax assessment appeals: Gum made a motion (1) to leave the public hearing open until the next regular Council meeting in light of the fact that those who had filed appeals had not yet received a response from the assessor due to personal issues on the assessor's part and (2) to direct Town Hall to notify those who had filed appeals that they had the option to speak directly to Council. Hodges seconded. Approved unanimously.

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

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

Millsboro Fire Company:

John Hall presented the monthly report.

There were 223 ambulance and 35 fire calls.

Hydrant training was received. The Juniors participated in hose handling and air pack training.

Mr. Hall talked about PulsePoint—a CPR incident notification and automated external defibrillator (AED) locator service. He encouraged the Town to contact the Emergency Medical Services (EMS) office and ask that

they visit any Town buildings that have an AED located in them so that the locations of the AEDs could be “mapped out.”

Greater Millsboro Chamber of Commerce:

Hudson presented the monthly report on behalf of Amy Simmons, the executive director of the Chamber.

Gum made a motion to allow Dogfish Head, a prospective event sponsor, to sell beer in the nonpark portion of Cupola Park during the Stars & Stripes event on July 1. Kells seconded. Approved unanimously.

The Paint Nite fund-raiser for the Millsboro Stars & Stripes event is still scheduled to take place on May 10 at Millsboro Fire Hall. Tickets are still available.

Hudson passed along Ms. Simmons’s appreciation for allowing the Chamber to hold its yard sale in the Town Center parking lot on May 27.

Police Department’s report:

Chief Brian Calloway presented the monthly report.

From April 3 through 5, Sergeant Wheatley and Detective Dufour received interview and interrogation training at the Ocean View Police Department. On April 13, a “departmental” shoot for daytime requalification on pistol and rifle took place; Hudson participated. On April 23, Sergeant Wheatley attended the Special Olympics coordinator conference in Annapolis; his way was paid by Special Olympics. On April 28, Sergeant Wheatley received oleoresin capsicum (OC) spray instructor training at the Ocean View Police Department.

The new officers are on track to complete their field training in June.

On April 10, Chief Calloway and Corporal Moyer attended the Millsboro Village annual meeting. The two presented awards to Indian River School District students and presented the Core Value Award to Shamia Turlington.

On April 10, Chief Calloway spoke at the Plantation Lakes HOA meeting.

4 officers will be assigned to work the Stars & Stripes event on July 1; Chief Calloway will assist as well. Parking, traffic control at major intersections, and security will be some of the areas of focus. Chief Calloway said he had been coordinating with Amy Simmons of the Chamber of Commerce.

There were a few Office of Highway Safety patrols—mainly for distracted driving. 8 hours were worked, and 18 cell-phone, 1 stop-sign, 1 seat-belt, and 4 other traffic arrests were made.

Chief Calloway shared a story of how Facebook had been used as a tool to help bring about the arrest of a shoplifting suspect.

Roadwork is being conducted on Main and State streets. The work has resulted in some delays—mainly during morning hours.

Water and sewer:

Hudson reported that the owner of the mobile home located at 29 Kyle Circle was deceased and asked Council how they would like to handle the utility account balance for the property.

Hodges made a motion to write off the balance—including penalties. Cordrey seconded. Approved unanimously.

Mayor's report:

Electronic sign: Truitt expressed her thanks to Rep. Rich Collins for his assistance in securing approval from the Delaware Department of Transportation for the Town to replace the changeable letter sign with an LED sign.

Sign ordinance revisions:

Cordrey made a motion that the public hearing be closed. O'Neal seconded. Approved unanimously.

Kells made a motion to amend § 210-16(H) of the Town *Code* as recommended and described in the committee's report. Hodges seconded. Approved unanimously.

Purchase by Town of properties with Sussex County tax map and parcel numbers of 133-17.09-26.00 (part of) and -26.01:

Hudson reported that the land had been purchased and purchased with monies from the General Fund since Council had not yet provided direction in terms of which funding source to use for the purchase. Hudson recommended that monies from the Transfer Tax Fund be transferred to the General Fund in order to complete the process.

Hodges made a motion to transfer the monies. O'Neal seconded. Approved unanimously.

Schrider-Fox indicated that the deed for the properties had been recorded.

Warren's Mill:

Carrie DeSimone, PE of Duffield Associates introduced her colleague, Richard Beringer, PE. Mr. Beringer indicated that the "initial hydroelectricity assessment" project could be broken into multiple tasks—with progress reports being provided to Council after the completion of each task.

Truitt asked Mr. Beringer if he had ever worked on a project like the one in question. He said he had worked on solar and wind projects but not on a "small hydro" project. He stated that such projects were a relatively new phenomenon and indicated that, to the best of his knowledge, the project would be the first of its kind in the State of Delaware.

Hodges made a motion to authorize Duffield to proceed with "Task 1" with the understanding that the consultant would provide Council with a progress report after the task's completion. Gum seconded. Approved unanimously.

Wastewater discharge permit proposal: Hodges made a motion to accept the "Agreement for Industrial Pretreatment Permit Processing" drafted by Duffield Associates and dated April 27. Cordrey seconded. Approved unanimously.

Ownership of property located at 319 Holly Street:

Schrider-Fox said the Town was not required to take action. Chief Calloway indicated that he was not aware of the property being a location for criminal activity.

Gum made a motion not to take action at the present time. Hodges seconded. Approved unanimously.

Vacant Public Works position: Hodges made a motion to fill the position. Gum seconded. Approved unanimously.

Supplemental tax list no. FY 2017-4: Sauer reported that there was no list due to delays on the part of the consultant.

Sussex County hazard mitigation plan:

Schrider-Fox said the Town would need to adopt the plan in order to be eligible for hazard mitigation funding.

Kells made a motion to adopt. Gum seconded. Approved unanimously.

Recess: Hodges made a motion to go into recess until 8:50 p.m. Cordrey seconded. Approved unanimously.

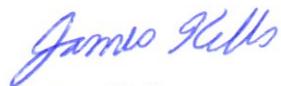
Executive session

Call to order: At 10:30 p.m., Cordrey made a motion to go back into regular session. O'Neal seconded. Approved unanimously.

Business conducted in executive session: Hodges made a motion to direct Schrider-Fox to draft a letter as discussed in executive session. Cordrey seconded. Approved unanimously.

Adjournment: With no further business, Truitt asked for a motion to adjourn. Kells made such a motion. Cordrey seconded. Approved unanimously at 10:32 p.m.

Respectfully submitted,



James Kells
Secretary