



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  
June 3, 2019**

**MINUTES**

Meeting was called to order at 7:00 p.m.—with Mayor John Thoroughgood presiding. Vice Mayor Michelle Truitt, Council President Pro Tem Tim Hodges, Secretary James Kells, Treasurer Bradley Cordrey, Councilman Ron O'Neal, Councilman Larry Gum, Assistant Town Manager Jamie Burk, Town Clerk Joanne Dorey, and Town Solicitor Mary Schrider-Fox were also present. Town Manager Sheldon P. Hudson was absent.

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

**Public hearing:** Mayor Thoroughgood opened the public hearing for the proposed amending of the Town comprehensive plan and changing of a parcel's zoning designation.

**Secretary's report:** The May 2019 minutes would be approved at the July 2019 regular meeting.

**Treasurer's report:** Cordrey made a motion that the Town pay the invoices as designated. O'Neal seconded. Approved unanimously.

**Police Department's report:**

Chief Brian Calloway stated that Sgt. David Moyer had attended PMI evidence training in Pennsylvania May 7 and 8.

Chief Calloway indicated that Officer Liana Dodson and Officer Kyle Wharton had met all requirements and were eligible to be promoted to the rank of patrolwoman/patrolman first class. Gum made a motion to promote Officer Dodson and Officer Wharton. Cordrey seconded. Approved unanimously.

On May 11, the Police Department and the Delaware Department of Transportation had hosted their 2nd-annual Community Day Bike Rodeo in the Lowe's parking lot. Donations from several local organizations made it possible for over 150 bicycle helmets to be provided to children.

With regard to the Delaware Office of Highway Safety, in the month of May 2019, there were 37 hours worked—with 39 seat-belt violations, 37 cell-phone violations, 18 child-restraint violations, and 1 drug arrest.

**Mayor's report:**

Real property valuation appeals:

Eric Piner of PTA/DelVal stated he had been tasked by Council with reviewing the adjustment factors for certain homes in Plantation Lakes for uniformity. Mr. Piner found 8 homes throughout the development that did not have the adjustment factor of 1.05. It was Mr. Piner's recommendation to lower the below-mentioned property owners' adjustment factor to 1.05 as well as the factor for the 8 additional properties. Hodges made a motion to use the adjustment factor of 1.05 as presented. Kells seconded. Approved unanimously.

- Larry and Diana Dinger – 25167 Lumberton Drive
- Maurice P. Ross – 25173 Lumberton Drive
- Robert and Ting Ewen – 25175 Lumberton Drive
- Kenneth R. Curtis – 25177 Lumberton Drive
- John Salinardo – 25189 Lumberton Drive
- Robert and Anna Harbrant – 25191 Lumberton Drive
- Rodney E. Reeves – 25193 Lumberton Drive
- Douglas L. Fields – 25195 Lumberton Drive
- John B. Dolan – 25201 Lumberton Drive
- Janice Davis – 25205 Lumberton Drive
- Thomas and Donna Richards – 25209 Lumberton Drive

Mr. Piner responded to the request from Verizon appealing the valuation for their above-ground/underground infrastructure. Mr. Piner stated there was no uniform standard for depreciation value and recommended leaving the value as it was. Gum made a motion to leave the assessment as it was. Kells seconded. Approved unanimously.

Building permit fee partial waiver request—Plantation Lakes clubhouse: Brian Hayden, director of field operations for Lennar requested a 6-month extension of building permit B-7591 for the clubhouse. The project fell behind slightly due to the enormous amount of rainfall that had been received. Hodges made a motion to extend the building permit 6 months at a cost of \$4,230. Gum seconded. Approved unanimously.

Change of zone—highway commercial (HC) to high-density residential (HR)—Sussex County tax map and parcel number 233-5.00-6.00:

Schrider-Fox stated the public hearing was still open and asked if there were any public comments regarding the future land use map change or the change of zoning request. Burk mentioned the Office of State Planning Coordination had approved the request to change the zoning for the parcel from highway commercial to residential.

Gum made a motion to amend the Town's future land use plan for the parcel from highway commercial to residential. Hodges seconded. Approved unanimously.

Truitt made a motion to change the zone for the parcel from highway commercial to residential. Cordrey seconded. Approved unanimously.

*Mayor's report (cont.)*

Application for annexation—Sussex County tax map and parcel numbers 133-16.00-40.00, -41.00, -92.03, and -93.00:

Truitt stated the committee had met and identified “pros” such as development of the northern end of town, the reduction of the size of an enclave, the presence of other commercial parcels nearby, the availability of utility infrastructure in the vicinity, and positive financial impacts.

Schrider-Fox stated the future land use map might need to be changed before a public hearing was scheduled.

Truitt made a motion to table the request until the time of a future Council meeting. Hodges seconded. Approved unanimously.

**Streets:**

Amendments to § 200-31 of the *Code of the Town of Millsboro*:

Gum presented a request to establish a no-parking zone along the inside radius of the curb across from the ballfields. Schrider-Fox presented a draft amendment to the ordinance. Truitt made a motion to approve the amendment subject to review by George (“Kenny”) Niblett, director of public works for exact measurements. Hodges seconded. Approved unanimously.

Permanent closure of Dodd Street northwest of Main Street:

Schrider-Fox stated, according to the Town *Charter*, in order to close a street or a portion of a street, the forming of a committee would be required.

Truitt made a motion that Mayor Thoroughgood appoint a committee. Cordrey seconded. Approved unanimously.

Mayor Thoroughgood asked councilpersons Gum, Kells, and O’Neal to serve on the committee—appointing O’Neal to serve as chair.

**Parks and Recreation:**

Free public concert nights at Cupola Park: Burk presented information on bands that were available to perform at Cupola Park in the summer of 2019. The Reunion Band would perform on June 18 from 7:00 to 8:30 p.m.; the Indian River Band would perform on June 25 from 7:00 to 9:00 p.m.; the Glass Onion Band would perform on July 2 from 7:00 to 9:00 p.m.; Dirt Road Outlawz would perform on July 9 from 7:00 to 9:00 p.m.; and the Jones Boys would perform on August 27 from 7:00 to 9:00 p.m.

**Mayor's report (cont.)**

Main Street paver project: Burk stated Duffield Associates, Inc. was still reviewing plans.

West State Street sidewalk project: Burk said the engineers had submitted plans to the Delaware Department of Transportation for review.

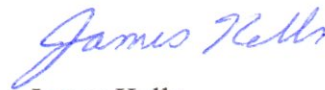
Bicycle Master Plan Grant: Burk stated the grant application had been approved and that the Town was looking for volunteers to serve on the required committee.

Monroe Street stormwater study: Burk mentioned the proposal from Davis, Bowen & Friedel, Inc. for engineering services for the West Monroe Street conceptual stormwater study came in at \$13,750.

§ 210-44(E)(1)(n)(2) of the Code of the Town of Millsboro: Burk presented a request from New Home Media, Inc. requesting permission to install temporary sales signs on behalf of K. Hovnanian Homes. Schrider-Fox recommended a conditional use application be sent to them.

**Adjournment**: With no further business, Mayor Thoroughgood asked for a motion to adjourn. Truitt made such a motion. Kells seconded. Approved unanimously at 7:55 p.m.

Respectfully submitted,



James Kells  
Secretary

JK:SH:jd