



Town Council
Town of Millsboro

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

Mayor Faye Lingo
Vice Mayor John Thoroughgood
President Pro Tem Brad Cordrey
Secretary Jim Kells
Treasurer Larry Gum
Councilman Ron O'Neal
Councilwoman Kimberley Kaan

Jamie Burk, Town Manager

**TOWN COUNCIL
REGULAR MEETING
April 3, 2023**

MINUTES

Call to order: The meeting was called to order at 7:00 p.m.—with Mayor Faye Lingo presiding. Vice Mayor John Thoroughgood, President Pro Tem Bradley Cordrey, Council Secretary James Kells, Councilman Ron O'Neal, Councilwoman Kimberley Kaan, Town Manager Jamie Burk, Assistant Town Manager Ashleigh Sander, Town Clerk Joanne Dorey, and Town Solicitor Mary Schrider-Fox were present. Council Treasurer Larry Gum was absent

Secretary's report: Kells submitted the March regular meeting minutes and made a motion that Council approve them as written. O'Neal seconded. 6 approved; Gum was absent.

Treasurer's report: Cordrey made a motion that the Town pays the invoices from the designated accounts as recommended by staff. Kaan seconded. 6 approved; Gum was absent.

Greater Millsboro Chamber of Commerce update: Anne Angel introduced herself as the new Executive Director for the Greater Millsboro Chamber of Commerce. Anne stated the Chamber is gearing up for the annual Stars and Stripes event. Ms. Angel also mentioned the ribbon cutting events for the Chick-fil-A 5-year anniversary, Forrest Fence and ShortCutz Landscaping, and CFS, the next coffee connect is on April 11, and a business after-hours event at WSFS, Long Neck on April 13.

Police Department's report:

Chief Brian Calloway stated on March 7–10, Det. Christopher Ebke attended Human Trafficking Training hosted by the Delaware State Police.

Chief Calloway mentioned on March 20–21, PFC Dallas Millner and Ptlm. Cole Revel attended ALERT training hosted by the Ocean View Police Department.

Chief Calloway mentioned on March 28–30, Sgt. Evan Rogers received training as a Red Dot Firearms Instructor in Green Lane, PA.

Chief Brian Calloway introduced the agency's newest recruit, Sean Gassaway, he will begin training at the Dover Police Academy on April 14 and was introduced to Mayor and Council; congratulations were offered.

It was mentioned the Millsboro Bike Rodeo is scheduled for May 20 and the Millsboro Police Youth Academy is scheduled for July 13-21.

Chief Calloway mentioned the concrete slab and the walls are up at the new Police Station, roof trusses were delivered on April 3, and hopes the building will be closed in by the end of April.

Change Order #4 for Police Station: Calloway presented change order #4 for \$26,390.00 related to the security system from Advantech. Thoroughgood made a motion to approve the change order as presented in the packet. Cordrey seconded. 6 approved; Gum was absent.

Water and Sewer:

Olney Way Water Plant Change Order #14: Carrie Kruger, PE, town engineer presented change order # 14 for \$64,342.49 as presented in the packet. Thoroughgood made a motion to approve the change order as presented. Kells seconded. 6 approved; Gum was absent.

Hydrant Water Flushing Update: Burk mentioned hydrant flushing will begin the last week of April.

Parks and Recreation:

Bandstand Rental Request- Josephine Whale: Burk presented a request from Josephine Whale to use the bandstand on June 18 from 3:00-7:00 pm, this is a ministry outreach celebration, and have the bandstand fee waived. Ms. Whale was responsible for having the special needs swing installed at the park several years ago. Thoroughgood made a motion to approve the request for the use of the bandstand and to waive the fee as requested. Cordrey seconded. 6 approved; Gum was absent.

Mayor's report:

Board of Election appointments: Lingo nominated Sandee Brigandi, Virgil Ellwanger, and John Tonnessen to serve on the Board of Election for a 1-year term and to add Darwin Hall as an alternate. Cordrey made a motion to confirm the nominees. Kells seconded. 6 approved; Gum was absent.

Mayor's report (cont.):

1-33 Associates Annexation Committee Report- regarding property located at Sussex County Tax Map and Parcel Numbers 133-16.00-95.01 & 133-16.00-100.01: O'Neal stated he was the chair of the committee but was unable to attend the committee meeting. Kaan stated she did attend the meeting and requested a duplicate entry be stricken from the report because she did not recall it being discussed at the meeting. The entry below is the section to be removed from the report:

Other positive financial impacts: Property values in the area might further increase—which would, of course, be a benefit to nearby property owners. The Town would benefit from any increase as well. If the parcel were to be developed, Town water and sewer revenues would likely go up also.

Kaan made a motion to accept the report as presented in the packet once the duplicate entry is removed and to schedule a public hearing for the May council meeting. O'Neal seconded. 6 approved; Gum was absent.

Barker Alley Committee Report- regarding property located at Sussex County Tax Map and Parcel Numbers 133-17.13-118.00: Burk presented the committee report regarding Barker Alley, the committee recommended the council schedule a public hearing. Thoroughgood made a motion to accept the report as presented in the packet and to schedule a public hearing for the May council meeting. Cordrey seconded. 6 approved; Gum was absent.

Supplemental tax list: Matthew Hall, director of finance supplied the Council with information on the proposed quarterly changes to tax assessments. Thoroughgood made a motion to invoice all increases greater than \$5.00. Kaan seconded. 6 approved; Gum was absent.

Annual Tax Roll: Hall presented the annual tax roll and stated the roll would be available at the Town Hall at the front desk for the public to view. If there are any appeals, they need to be submitted to the Town Hall by April 28 to be heard at the May Council meeting.

Recess: At 7:25 p.m., O'Neal made a motion that Council recess until 7:35 p.m. Kaan seconded. 6 approved; Gum was absent.

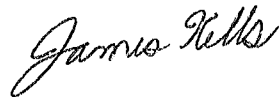
[Executive session]

Call to order: Cordrey made a motion to go back into regular session. Kells seconded. The motion was carried unanimously.

Cordrey made a motion to approve the employee leave benefit as discussed in executive session. O'Neal seconded. 6 approved; Gum was absent.

Adjournment: With no further business, Cordrey made a motion to adjourn. Kells seconded. 6 approved; Gum was absent.

Respectfully submitted,



James Kells
Secretary

JK:JB:jd