Town of Millington

Mayor and Council Meeting Minutes

August 11, 2026

Presents: Mayor Kevin Hemstock
Council John Amado
Council Zita Seals
Council Shweta Sethi
Council Wayne Starkey

Town Administrator: Jo Manning

Public & Others: Sheriff Hickman and Barry Byers

Call Meeting to Order: Mayor Kevin Hemstock called the meeting to order at 6:30 pm.

Minutes from the previous meeting: A motion to approve the minutes for July 14, 2026, was entered by Council Starkey; a second by Council Amado, a vote of 5-0 was entered.

Kent County Sheriff's Report: Report reviewed. Administrator Manning asked Sheriff Hickman how other municipalities and the County handle the increasing number of homeless in their area. Council Starkey shared the Fire House is having trouble with homeless using their electric at the front doors to charge personal devices.

Susquehanna Operational Services Report: Report reviewed.

Code Enforcement Report: Report reviewed.

Rental Property Report: Report reviewed.

Town Administrator Report: Report reviewed

Financial Reports: Council reviewed financial reports including Balance Sheet, Profit & Loss, Budget to Actual, and Cash Flow for the current fiscal year. There were no questions.

Presentation: Kent County Police Accountability Officer, Barry Byers, shared the responsibilities and challenges of this organization and his job within this organization. This Board review the findings of Kent County's law enforcement agencies completed investigation of complaints made by a member of the public against a law enforcement officer. Their review includes relevant body camera footage, testimony, and the actual complaint. Recently, Mr. Byers has set "up coffee with cops" at locations throughout the County to allow the public to meet law enforcement officers in a friendly setting. To date they have successfully held one in Chestertown and Rock Hall. Mr. Byers would like to have one in Millington in the near future.

Old Business:

- Mayor Hemstock introduced the ordinance to amend accessory dwelling units section of the zoning ordinance per mandated guidelines from Maryland.
- Admin Manning reminded Council our code enforcement agency, PMC, LLC, has submitted his resignation letter, effective December 31, 2026. The Council needs to determine whether to outsource or assign these duties to an existing employee.

N**ew Business:**

- Admin Manning asked Council to begin thinking about the MOU between the Fire Company and the Town; the MOU we discussed during budget discussions. The MOU will address paying for water/sewer/ trash, the use of fire hydrants, repairs to fire hydrants, and for permitting.
- Admin Manning asked Council what length of time should a permit be allowed to be viable? She shared a timeline for the 252 Sassafras Street permit, listing the various permits, extensions, issues, and violations. This construction began in 2022 and is still not completed. Permits are viable for a 6-month period from the date of approval. Council agreed permits should only be allowed one extension; then the permit expires. If work is not complete, a new permit following SOP will need to be issued with appropriate fees collected and documentation required. Due to the ever changing building code updates and State requirements; this becomes very important to assure all contractors and sub-contractors are up to date on licensing and regulations.
- Admin Manning asked Council to consider a request to Kent County to assume responsibility of the Public Tax Ditch, it needs to be cleaned out, phragmites removed, erosion and blowouts addressed, blockages cleared, etc. Council agreed Admin Manning should pursue accordingly.
- A special event permit for the Lions Club, Memorial Ballfield Dedication, was presented for review. All Council members with the exception of Zita Seals are members of the Lions Club and therefore cannot comment or vote. Mayor Hemstock stated he resigned from the Lions Club; therefore, he able to vote. Seals and Hemstock reviewed the application and approved with the contingency there were to be no alcoholic beverages on the property.
- Admin Manning provided paperwork to update signatures for our accounts with PNC Bank. We typically authorize the Town Administrator and three members of the Council for this account. The accounts at PNC Bank are our MGLIP funds (investment funds). The account was updated to include Admin Manning, Mayor Hemstock, Council Seals, and Council Starkey.

Public Comments: No Comments.

Council Comments: Council Starkey shared the soccer goals fell over in a storm and the soccer players are leaving trash at the park. Admin Manning explained that the maintenance department stood the soccer goals back up and pick up the trash on a daily basis. She also stated she would have a conversation with the soccer league that is using the field regarding cleanup of the park; this league has signed a contract and provided the Town with the required deposit for the field.

Correspondence: No Correspondence

With no further business to discuss a motion to adjourn the regular meeting at 7:56 PM was entered by Council Starkey, second by Council Sethi, a vote of 5-0 was entered.

Respectfully submitted,

Jill Starkey
Town Clerk