Town of Millington

Mayor and Council Meeting Minutes

June 9, 2026

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

Town Administrator: Jo Manning

Public & Others: Sheriff Hickman

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 May 12, 2026 was entered by Council Seals; a second by Council Sethi, a vote of 4-0 was entered.

Kent County Sheriff's Report: Report reviewed.

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.

Organizational: Council reviewed the meeting schedule for the year, a motion to approve the schedule was entered by Council Amado; a second by Council Seal, a vote of 4-0 was entered. A motion to appoint Council Starkey Vice Mayor was entered by Council Amado; a second by Council Sethi, a vote of 4-0 was entered.

Public Hearing: A motion was made to close the regular meeting and open the public hearing by Council Seals and second by Council Amado, a vote 4-0 was entered. A motion to open the public hearing was entered by Council Seals and second by Council Amado; a vote of 4-0 was entered.

Mayor Hemstock read into record Resolution 2026-03 Adopting the Budget for Fiscal Year 2027. There was no public comment. A motion to adopt was entered by Council Seals and a second by Council Sethi; a vote of 4-0 was entered.

Mayor Hemstock read into record Resolution 2026-04 Amending the Fee Schedule. There was no public comment. A motion to adopt was entered by Council Seals and a second by Council Amado, a vote of 4-0 was entered.

Mayor Hemstock read into record Resolution 2026-05 Establishment of Assessed Real Property Tax Rate. There was no public comment. A motion to adopt was entered by Council Amado and a second by Council Sethi, A vote of 4-0 was entered.

A motion to close the public hearing was entered by Council Seals and a second by Council Sethi, a vote of 4-0 was entered. A motion to open the regular meeting was entered by Council Seals and a second by Council Sethi, a vote of 4-0 was entered.

Old Business: There was nothing to discuss.

New Business:

- Admin Manning shared with Council the list of Fire Company members applying for the property tax credit. After a review of the applications, a motion to approve a tax credit to these members was entered by Council Seals and a second by Council Sethi, a vote of 3-0-1 was entered Council Amado recused himself.
- Admin Manning asked Council for comments for the revisions to the Employee Handbook, Council agreed with the presented revised Employee Handbook.
- Admin Manning shared with Council the request for a support letter from Community Fire Company to receive funding from Kent County Commissioners to assist with the costs to replace the existing failed well pump. A motion to approve the support letter was entered Council Seals; a second by Council Sethi, a vote of 3-0-1 was entered, Council Amado recused himself. Further discussion ensued regarding costs waived by the Town for the Fire Company; water/sewer fees, trash fees, etc. Manning provided a worksheet showing the historical data of fee waivers, which to-date totals $70,689.21. Council Seals asked how much public water is used in a month and whether this is paid by the Fire Company. Admin Manning explained they historically go over 3,000 gallons a month and do not pay any Town billable fees. Another question asked was why if the Town must pay for their own water and sewer usage is the Fire Company receiving free utilities, the feeling was the Fire Company should be paying for the utilities they use at the fire house, not fire suppression. Admin Manning recommended the Town and the Fire Company enter into a MOU (Memorandum of Understanding) regarding water usage at the Fire house, usage of fire hydrants, reporting usage for fire suppression or testing, permitting, etc. to avoid future issues and concerns. Council agreed to the Town's Attorney drafting such a document for review and consideration.

Public Comments: No Comments.

Council Comments: No Comments.

Correspondence: No Correspondence

With no further business to discuss a motion to adjourn the regular meeting at 7:50 PM was entered by Council Seals, second by Council Sethi, a vote of 4-0 was entered.

Respectfully submitted,

Jill Starkey
Town Clerk