

Town of Millington
Mayor and Council Meeting Minutes
February 10, 2026

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

Town Administrator: Elizabeth Jo Manning

Public & Others: Sheriff Dennis Hickman and Julie Amado

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 January 13, 2026, was entered by Council Starkey; a second by Council Seals, a vote of 4-0 was entered.

Kent County Sheriff's Report: Sheriff Hickman gave the monthly Sheriff's report.

Susquehanna Operational Services Report: Report reviewed.

Code Enforcement Report: Report reviewed.

Rental Property Report: Report reviewed.

Town Administrator Report: Admin Manning reviewed highlights of her report with Council.

Financial Reports: Admin Manning reviewed comments from the annual audit report. An ongoing concern is the lack of segregation of duties as it pertains to receipts and deposits to the Bank. Due to minimal staff, it is difficult to achieve this level of segregation of duties. After much discussion, a motion was entered by Council Starkey, a second by Council Amado to continue with the current protocol allowing either Manning or Clerk Jill Starkey to take cash deposits to Truist Bank on behalf of the Town; whichever is free to take the deposit regardless of who posted and prepared the deposit. Manning reviewed financial reports including Balance Sheet, Profit & Loss, Budget to Actual, and Cash Flow for the current fiscal year. There were no questions by Council.

Old Business:

- KC Intermunicipal EDU Agreement – the draft EDU agreement between the Town and Kent County for the remaining wastewater EDUs was reviewed with explanations from Hemstock and Manning after their meeting with KC Public Works Director Dan Mattson and Consultant Michael Moulds. A vote to accept the EDU Agreement was entered by Council Starkey, a second by Council Amado, a vote of

- 4-0 was entered. The signed agreement will be sent to KC Public Works for presentation and acceptance by KC Commission.
- Chapter 60 – Stormwater Management Ordinance – Mayor Hemstock introduced Resolution 2026-01 Amending the Stormwater Management Ordinance. A public hearing will be held in March, 2026.
 - Chapter 80 – Amending the Zoning Ordinance per CAC – Mayor Hemstock introduced Resolution 2026-02 Amending the Zoning Ordinance per CAC. A public hearing will be held in March, 2026.
 - Chapter 63 – Streets and Sidewalks – Council discussed the drafted amendment to Chapter 63 with additional changes to be made to address responsibility of sidewalk maintenance, inspection of existing streets and sidewalks, permitting processes, design standards, and violations due to damaged streets and sidewalks. Discussion ensued regarding the recent Winter Storm Fern and the issue with clearing of streets and sidewalks. Mayor Hemstock recommended the Town take responsibility of clearing sidewalks, explained issues with property lines, liability issues if an accident occurs, and discussed future equipment that may be needed to handle these types of situations. Council Starkey stated his disagreement with this recommendation. After much discussion, it was agreed that the Town Admin would look into the purchase of a utility vehicle with a blade for use on sidewalk cleaning or a commercial snow blower. Future discussion will include the possibility of hiring on-call part time staff for maintenance to work storms and help to meet period demands.
 - Millington Senior Village – property maintenance – Council asked to see the landscape plan for MSV to review types of trees and shrubs, maintenance tasks for these grounds, maintenance of stormwater infrastructures, parking lot, and sidewalks.

New Business:

- Winter Storm Fern – excessive water usage – Admin Manning suggested the Town Council consider for the next billing period to increase the base usage from 3,000 gallons to 4,000 gallons due to the extreme temperatures. During this period numerous home owner ran water continually to avoid frozen pipes and the expense to repairs these pipes. A motion to increase the base usage for the period of January 23, 2026 – February 22, 2026 was entered by Council Starkey, a second by Council Seals, a vote of 4-0 was entered. Council asked Manning to include a note of recognition for our generous offer during this time period.
- Budget – Manning asked Council to begin considering what capital expenditures they would like included in this year's budget. A review of the Budget to Actual report was completed.
- Election – only 1 application was received for the 2 Council seats; Starkey submitted his application to continue his tenure as Council member; Holland did not submit her paperwork but is out of the country; Mayor Hemstock stated at the next meeting we would reappoint Holland if she were interested in retaining her position with the Council. The Election will be cancelled.

Public Comments: Julie Amado asked why solar arrays were being constructed but the power was being sent to other states? Council had no response.

Council Comments: No comments.

Correspondence: No Correspondence

With no further business to discuss a motion to adjourn at 8:22 PM was entered by Council Starkey, second by Council Amado, a vote of 4-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning
Town Administrator