



Town Council  
**Town of Millsboro**  
322 Wilson Highway  
Millsboro, Delaware 19966  
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Mayor Kimberley Kaan  
Vice Mayor John Thoroughgood  
President Pro Tem Ron O'Neal  
Treasurer Robert McKee  
Secretary Mary D'Silva  
Councilman Matthew Davis  
Councilman Marty Presley

*Jamie Burk, Town Manager*

Posted on February 24, 2025 at 1:05p.m.

## **AGENDA**

Public Hearing, Town Council Meeting and Executive Session  
Monday, March 3, 2025  
7:00P.M.  
Millsboro Town Center  
322 Wilson Highway

**NOTE: Unless otherwise indicated, there may be a vote and Council action taken on each and every agenda item set forth herein.**

**Call to Order Town Council Meeting**

**Pledge of Allegiance/Council Roll Call**

**Adoption of the Agenda**

**Public Comment (3-minute limit)\* - No action**

**Marvelous Millsboro Minute**

**Secretary's Report**

- February 3, 2025 Town Council Meeting Minutes

**Treasurer's Report**

Bank balances  
Invoices

**Millsboro Fire Company Update- No action**

**Greater Millsboro Chamber of Commerce Update**

**Police Department's Report**

- Byrne Grant Approval
- Revision to Policy Number 4 regarding Personal Appearance

### **Committee Reports**

- Asset Management and Finance Committee *(no update)*
- Beebe Medical Center Project Committee *(no update)*
- Charter and Code Review Committee *(no update)*
- Downtown Millsboro Committee *(no update)*
- Personnel Committee *(no update)*
- Tidal Health Committee *(no update)*

### **Water and Sewer**

- Change Order No. 2 - Sewage Pumping Station No. 4

### **Open Public Hearing**

A Public Hearing concerning the Town Council's Resolution proposing to annex certain territory, contiguous to the present limits of the Town of Millsboro, owned by Willie G. Thomas, identified as Sussex County tax map and parcel no. 133-17.00-6.00, containing 2.303 acres, more or less, and proposing to amend the zoning map and zoning ordinance of the Town of Millsboro to include said territory in the Light Industrial (LI) district.

### **Close Public Hearing**

### **Mayor's Report**

Resolution proposing to annex certain territory, contiguous to the present limits of the Town of Millsboro, owned by Willie G. Thomas, identified as Sussex County tax map and parcel no. 133-17.00-6.00, containing 2.303 acres, more or less, and proposing to amend the zoning map and zoning ordinance of the Town of Millsboro to include said territory in the Light Industrial (LI) district.

Wash-X preliminary site plan for the property located at tax map and parcel number 133-21.00-4.06

Proposed restaurant preliminary site plan for the property located at tax map and parcel number 133-21.00-4.05

Tidal Health Preliminary Site Plan for the property located at tax map and parcel number 133-11.00-5.01

Weis Final Site Plan for the property located at tax map and parcel number 233-5.00-115.17

Towne Lakes, identified as Sussex County tax map and parcel number 233-5.00-122.00, containing 131.23 acres, more or less, Millsboro Towne Center. LLC having made an application at the Town of Millsboro for a major subdivision in a medium density residential (MR) district with an overlay of the residential planned community (RPC) district to consist of 450 mixed residential units.

# MILLSBORO TOWN COUNCIL AGENDA

MARCH 3, 2025

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## Appoint 2025 Election Board Members

Resolution requesting that the Delaware Department of Transportation reduce the speed limit on Route 24 within the corporate limits of the Town of Millsboro.

Discuss any potential improvements to the Delaware Avenue/Route 24 intersection (Presley)

Ordinance to amend Town Code Chapter 16\_Code of Ethics by deleting §16-1 through §16-9

Discuss the process and expedited request for the removal of the bollards from the commercial property located at tax map and parcel number 233-5.00-115.09 (Presley)

Adjustments related to consumer price index (Burk)

Discuss amending Town Code Chapter 200-37 Schedule XIII: Snow Emergency Routes of the Town Code to add more streets to the list in an effort to expand the snow emergency routes (Burk)

Recess

Executive Session—

Pursuant to 29 Del. C. §10004(4), strategy session with respect to collective bargaining regarding General Teamsters Local No. Union 326, affiliated with The International Brotherhood of Teamsters, AFL-CIO.

Call to order

Business Conducted in Executive Session

## Adjournment

*\*30-minute time limit. Time limit is 3 minutes per speaker, not to exceed a total of 30 minutes. Time may not be ceded to another member of the public. Each person making Public Comment shall identify themselves by name and place of residence for the record and shall address all remarks to the Town Council a body and not to any member thereof. Individuals may submit their comment to Town Council members in writing up to 24 hours in advance of the Town Council Meeting to [town@millsboro.org](mailto:town@millsboro.org) or delivering it to 322 Wilson Avenue, Millsboro, De. No one other than a member of the Town Council or Town Staff is permitted to enter discussions without approval of the Mayor. No members of the public are permitted to ask questions of any speaker while they are addressing the Town Council, without permission from the Mayor. All persons at the Town Council meeting should conduct themselves in an orderly fashion. All shall follow the direction of the Mayor; no disruptive behavior is permitted, and electronic devices shall be silent. Please be courteous to those who are speaking during public comment by refraining from commenting from the audience while others are speaking. NOTE: (1) This agenda is subject to change. Such changes may include the addition of items that arise at the time of the meeting and/or the deletion of items. In the case of additions related to items that arise prior to the meeting, the change will be posted with as much notice as practicable under the circumstances—but in no case will the notification be provided less than 6 hours prior to the meeting start time—and the associated item will be (a) of an emergency nature and/or (b) unable to reasonably be deferred for handling at a future meeting. (2) One or more of the items listed may not be considered in sequence.*