

*Town of Milton*  
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*Milton, DE 19968*



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**Milton Town Council Meeting Minutes**  
**Milton Library**  
**December 16, 2019, 2:30pm**

1. Call to Order by Mayor Kanakos
2. Roll Call:
  - Councilman Baty
  - Councilman Cote
  - Councilman Garde
  - Vice Mayor Kelly
  - Mayor Kanakos
  - Councilman West joined during Executive Session
3. Executive Session: Motion to go into Executive Session made by Councilman Garde, second by Vice Mayor Kelly. Motion passed unanimously.
  - a. Discussion of an individual citizen's qualifications to hold a job
  - b. Personnel matters in which the names and abilities of an individual employees are discussed
  - c. Discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion would disclose the contents of such documents

Motion to go into regular session made by Councilman Garde, second by Councilman West. All in favor. Motion passed unanimously.

4. Discussion and possible vote on Executive Session items

Motion by Councilman Garde to take a vote by each individual member of Town Council on their preference on candidate A or B.

Roll Call vote: Councilman West abstain; Councilman Baty A; Councilman Cote B; Councilman Garde B; Vice Mayor B; Mayor Kanakos B. Vote is 4-1-1absention

Motion by Councilman Garde to authorize the Town Manager to continue with the hiring process for candidate B, second by Councilman West. All in favor, motion passed unanimously.

Motion by Councilman Garde to recommend approving last path forward discussed after all other options discussed at the end of Executive Session, second by Councilman West. All in favor (though not audible, it was mentioned there was one non-vote). Motion carried.

5. New Business - Discussion and possible vote on the following item:

- a. Appointment of an Ad Hoc Committee to prepare a formal procurement procedure

Councilman Garde recommended an ad-hoc committee be formed because of there only being a memo from George Dickerson on purchasing. Purpose is to make a formal procurement procedure. In his opinion, a Charter change isn't needed, but a method that allows purchasing to be evaluated on compatibility, operational and maintenance costs, compliance with sustainability plan, and comprehensive plan. None of these factors formally detailed at the moment. Members suggested to be him (Councilman Garde), Steve Crawford, and John Collier, Project Coordinator, as voting members. Should be relatively easy and want to make a recommendation to Town Council before John's retirement.

Councilman West recommended to adopt Councilman Garde's ad-hoc committee. Councilman Garde commented Mayor must appoint the members.

Councilman Baty questioned liaising with Finance Committee. Councilman Garde said, yes because it's important as the Finance Committee is working on forms for use in oversight on capital investments and budget. The purchase procedure will interface with the Finance Committees purpose.

Councilman Cote questioned capital investment or purchase. Councilman Garde clarified as purchase.

Councilman West made a recommendation to appoint the ad-hoc committee.

Resolution to appoint will be on the next agenda. Anticipated to be complete with a draft by end of April.

6. Adjournment

Motion to adjourn by Councilman West, second by Councilman Garde.