

**MINUTES OF THE MEETING OF THE
CITY OF SEAFORD MAYOR AND COUNCIL**

September 26, 2017

7:00 PM

Mayor David Genshaw called the Regular Meeting to order with the following present: Councilwoman Leanne Phillips-Lowe, Councilwoman Grace Peterson, Councilman Orlando Holland, Councilman H. William Mulvaney III and Councilman Dan Henderson. City Manager, Dolores Slatcher, Assistant City Manager, Charles Anderson, Director of Electric, Bill Bennett and Trisha Newcomer, IT Manager were also present.

Councilwoman Grace Peterson offered the opening prayer and Mayor Genshaw led those present in the Pledge of Allegiance.

Mayor Genshaw solicited any changes to the agenda. City Manager Slatcher stated there were none.

Mayor Genshaw called for a motion to approve the minutes of the regular Council Meeting on September 12, 2017. Councilwoman Peterson made a motion to approve the minutes of the September 12, 2017 Council Meeting. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

NEW BUSINESS

Mayor Genshaw presented New Business #1, Request for City of Seaford to purchase the property located at 715 Poplar Street. Mayor Genshaw called Mr. Rick Stewart up to present the information on behalf of Mrs. Barbara Jones, owner of the property. Mr. Stewart stated that the structure on the parcel had previously been demolished by the city which incurred an \$8000 lien in addition to the approximate \$4000 owed to the city for back taxes. The approximate value of the land is \$12,000, however with the amount owed it is not feasible for Mrs. Jones to sell the property. In addition, the owners have back taxes owed for a 10-year period to Sussex County. Mr. Stewart requested that the City agree to allow Mrs. Jones to sign the property over to the City of Seaford for \$1,000.00 and in return the City would settle the debt owed. Mr. Stewart stated that the City would then have the ability to resell the property or extend the lot.

Mayor Genshaw solicited any questions or comments from Council.

Councilwoman Peterson asked to verify the property location. She asked if the property was next to the Lofland Park Center.

Mr. Stewart stated yes. The property is between the Lofland parking lot and the neighboring home. He also stated that a small structure could be built on the land.

Councilwoman Peterson also asked Mr. Stewart if he had made contact with the Hospital or neighbor to solicit interest in the property.

Mr. Stewart explained he had reached out via letters to the hospital but they are not interested in paying the liens.

Councilwoman Phillips-Lowe asked if the City was to proceed with the purchase, how would the City handle the issue with the Sussex County taxes owed.

Mr. Stewart responded that the City would have to contact the County in an effort to settle the tax debt or make arrangements for what is owed.

Councilman Henderson asked what the balance was on the County taxes.

Mr. Stewart responded that at last check the balance was \$2,290.12 as of this month.

Councilman Henderson asked if that figure was including taxes that will be due this year.

Mr. Stewart responded no. He stated that the only charge to be added to this property is a \$130 interest charge which is to be applied as of October 1st.

Councilman Henderson verified that the only increase would be in the interest.

Mr. Stewart replied, yes. The County has been charging the \$130 interest charge annually since 2007.

Mayor Genshaw asked Council if the City has ever paid an owner for a property when monies are owed to the City.

City Manager Slatcher replied no, not without appraisal of property and added that there is no interest or need identified for the City to acquire the property at this time.

Councilman Henderson asked how Mr. Stewart established the value on the property.

Mr. Stewart replied that he used nearby comparable properties and added value had been based on existing taps on the site.

Councilman Henderson added that as long as we own the property we will still be responsible for the grass cutting.

Mr. Stewart stated that the first step would be to get a title search done which would cost around \$300.

Mayor Genshaw replied to Mr. Stewart to express to Mrs. Jones that there is no imminent use for lands and the City may have to pass.

With no further questions or comments, Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to decline the request to purchase the property at 715 Poplar St. for City use. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #2, Trisha Newcomer, ED/IT Manager presented information on the marketing of Public Power Week in partnership with DEMEC. Mrs. Newcomer stated that, Public Power week will take place October 1st-7th and would be promoted through marketing techniques including a coloring contest, social media outreach and new signage for the event. Signage includes a billboard on Rte. 13 (Sussex Highway) that will be displayed for a 4-week period, a banner is to be displayed in front of City Hall and a lobby sign will be up for the week of the event. The signage is undated and can be used for future Public Power Weeks. In addition, there will be a Customer Appreciation Day at City Hall and outreach to local schools by our Electric Department employees. Based on projections the event will reach over 350 students. To round out the event a Public Power Week fundraiser night will take place at the Seaford Texas Roadhouse on Thursday October 5th from 4pm-10pm. Flyers have been created to promote the event. For every purchase made in conjunction with the flyer, 10% of the bill will be donated to the fundraiser.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked if DEMEC has or will share the program to encourage the other 8 members to participate and pool efforts.

Mrs. Newcomer responded that it was more of a local focus but that the hope would be that other members will step up in the following years.

Mayor Genshaw presented New Business #3, Bill Bennett, Director of Electric reported on progress at Pine Street Substation and Distribution Improvements. Mr. Bennett explained that work had been completed on duct banks 290,280 & 270. Also, control panels for the structure have been installed. There are 61 piers on the property and 42 have had concrete poured, 12 of the 14 pad sites have been poured and the storm water management ponds are 95% complete. Transformers along with cooling fins and insulators for the site will be delivered on October 5th.

Additionally, all but 2 poles have been set on both Hurley Park Drive and Virginia Avenue and all are set on Market street. Several poles had to be replaced due to deterioration, contingency funds were included for this purpose. While waiting on parts deliveries several of the AUI linemen were in Georgia helping with hurricane relief efforts but as of now all work is running as scheduled.

Mayor Genshaw solicited any questions or comments from Council, there were none.

Mayor Genshaw presented New Business #4, Discussion of the Purchase and Sale Agreement with Seaford Development Associates, LLC. This is to advise that per Section 14, closing gives them until December 31, 2017 to settle on all properties.

City Manager Dolores Slatcher explained that the agreement between the City and Seaford Development Associates, LLC is for the power plant and vacant lot and noted the question was whether the City would give them a 90-day notice of the deadline to settle or allow it to run out.

Mayor Genshaw solicited any questions or comments from Council.

Councilwoman Phillips-Lowe asked if there are any advantages to sending a letter in regards to the property.

City Manager Dolores Slatcher responded no.

Councilman Henderson stated that he did not feel that the City is obligated to send any form of communication to the Seaford Development Associates, LLC.

With no further questions or comments, Mayor Genshaw called for a motion. Councilman Henderson made a motion of no action concerning the expiration of the agreement with Seaford Development Associates, LCC. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

OLD BUSINESS

None

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Delaware League of Local Govts, Duncan Center, September 28th; social 5:30 p.m. with dinner at 6:30 p.m.
- SCAT dinner meeting, SVFD Banquet Hall, October 4th; 6:00 p.m.
- Pink Ribbon Breast Cancer Awareness Walk to "Turn Sussex Pink" from Nanticoke Cancer Care Center to Gateway Park; Monday, October 2nd; 7:15 p.m.

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported on the Police Department. The Seaford Police, held its annual Seaford Community Night Out on September 21, 2017. The attendance was good, and everyone seemed to enjoy the various exhibits and displays. On September 18, 2017 at

approximately 10:08 a.m. the SPD investigated a Departmental accident with marked patrol vehicle #312, the newest one in the fleet. The officer was unharmed, but there was significant damage to the vehicle. The Operator of the second vehicle was cited with inattentive driving. Vehicle #312 had to be towed from the scene. In addition, Sgt. Sterner, S/Cpl. Chambers and Pfc. Justice have completed Honor Guard training which was held at the DSTA hall north of Dover. This conference, attended by Honor Guards from all over the United States, is a very big event complete with several mock funerals. Pfc. Jones is attending the DSP SWAT class for two weeks and entails very rigorous training. C Squad recovered one (1) gram of crack cocaine, 10 bags of heroin, and 2.8 grams of marijuana while CID recovered two (2) bags of heroin.

Councilman Holland reported on Administration. City officials attended a number of meetings including; The Pine Street Distribution and Substation progress meetings, Code Department meeting, the City Managers meeting in Dover, the annual DEMEC dinner & the Riverview Park Living Shore Line progress meeting. Also, officials met with the County Engineer about the next steps in the Western Unified Sewer District planning. In addition, officials have been preparing for and working with the auditors, update job descriptions for Code, Public Works & Admin and other routine business. Other work included participation in the See-Click-Fix account configuration meeting, attended the SVFD Tribute Dedication at Kiwanis Park, Training for GETS system use – emergency calling protocol, Roadmap project meetings & attended the Seaford Night Out event. and the Operations Committee meeting.

The IT department participated in an IT Conference call for AMI work, Reinstalled OS on several PCs, Worked on desk conversion in SCADA room at UTB, continued work on PRTG and Authentication Server for IT, general warranty renewals and routine calls for service.

Councilwoman Peterson reported on Code and Parks & Recreation. Building Official, Mike Bailey reported that he attended a See-Click-Fix meeting that will start-up January 2018, more information will come later. In addition, the Code Officer is doing violation inspections and sending notices to violators. Routine inspections for on-going projects were completed and to date 231 permits have been issued. Also, The DE National Guard has begun exterior work at their building on Rt 13A.

Parks and Recreation Superintendent Katie Hickey reports that the Parks prepped for Seaford Night Out on Sept. 21st, and movie night at the park on Sept. 23rd. Parks did their routine grass cutting, work orders and trash pick-up. Recreation is busy with Youth Flag Football and Adult Flag Football that are in their 3rd week. The Adult Soccer League will begin playoffs in October and the Men's Softball are playing Monday thru Wednesday. Parks and Rec. will be setting up for the Cancer Walk on Oct. 2.

Councilman Mulvaney reported on Public Works & WWTF. In Public Works the Department participated in a jet-line camera demonstration where the camera took images as it progressed and withdrew; the images were recorded on a chip to view. Personnel began cleaning several key sewers throughout the City identified as sewers requiring attention every 3 months. Other work

done included replacing 2 old fire hydrants, repairing some potholes and setting up barricades for the Police Night Out.

In Wastewater Treatment It was noted all the men have settled in to their newly rotated positions as the plant continues to run smoothly with no major maintenance issues. Leachate treatment has slowed some and continues to also perform well. Finally, it must be noted Public Works has a full complement of personnel

Councilman Henderson reported on the Electric department. Director of Electric, Bill Bennett met with the AUI (contractor) on site at the Pine Street Sub-Station and the distribution portion of the project. He was present at the progress meeting for those projects. In addition, Mr. Bennett attended Government Emergency Telecommunications Service (GETS), Wireless Priority Service (WPS), and Telecommunications Service Priority (TSP) training. These communications service categories establish priorities concerning national security and emergency preparedness. They help assure that emergency services, public safety, and critical infrastructure get priority communications services when congestion can occur during an emergency. For more information on these services please refer to the Department of Homeland Security website: www.dhs.gov/government-emergency-telecommunications-service-gets. Bill also attended the annual DEMEC Meeting in Dover. Department personnel unloaded more freight at the Pine Street Sub-Station site, and made up terminations at the temporary riser pole for Circuit 210. They also trimmed trees behind the Central Substation for preventive purposes. Meter location inspections for the AMI project are complete with the exception of approximately 2 dozen seasonal meters. There were no outages to report during the previous period. Construction activities resumed at the Perdue Agribusiness Site where crews installed primary wire to a new transformer, and they also made connections to customer supplied wire on the secondary side. A transformer was replaced at Chandler Heights due to damage from an automobile collision. Blake Chaffinch attended a SCADA users group and training conference. He is also scheduled to travel to Pennsylvania to witness relay testing for the new control building at the Pine Street Substation Expansion.

With no further comments, Mayor Genshaw called for a motion to adjourn the Regular Meeting of Mayor and Council. Councilwoman Peterson made a motion to adjourn the Regular Meeting of Mayor and Council. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor. The Regular Council Meeting was closed at 7:47 p.m.

Dolores J. Slatcher, City Manager

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