

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

January 14, 2014

7:00 p.m.

Acting-Mayor David Genshaw called the Regular Meeting to order with the following present: Councilwoman Grace S. Peterson, Councilwoman Pat A. Jones, Councilwoman Leanne Phillips-Lowe and Councilman J. Rhea Shannon. Dolores Slatcher, City Manager and Charles Anderson, Assistant City Manager, were also present.

Acting-Mayor Genshaw offered the opening prayer. Acting-Mayor Genshaw then led those present in the Pledge of Allegiance.

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

Acting-Mayor Genshaw called for a motion to approve the Minutes of the Regular Council meeting of December 10, 2013. Councilwoman Phillips-Lowe made the motion to approve the Minutes of the December 10, 2013 Regular Council meeting. Councilwoman Peterson seconded the motion. Motion so passed, with all present voting in favor.

Acting-Mayor Genshaw called for a motion to approve the Minutes of the Regular Council meeting on November 26, 2013. Councilwoman Jones made a motion to approve the Minutes of the November 26, 2013 Regular Council meeting. Councilwoman Peterson seconded the motion. Motion so passed, with all present voting in favor.

Acting-Mayor Genshaw then presented the Holiday Decorating Contest Awards. First place was Joanne Veazey, who was present. Second place was Bill Mulvaney, who was present. Acting-Mayor Genshaw commended them and thanked them for their participation. Third place was Brian Demott, who was not present.

Acting-Mayor Genshaw then asked Bill Wennberg, retired Wastewater Treatment Plant Operator to come to the front to be recognized for his retirement from the Wastewater Treatment Plant. Mr. Wennberg worked for the City of Seaford for almost 29 years and saw many changes at the Wastewater facility. He worked in many capacities at the Wastewater plant and retired as a Level IV operator. Everyone congratulated Bill and thanked him for his loyalty and service to the City.

Acting-Mayor Genshaw then asked for any correspondence. City Manager Slatcher stated there was none.

City Manager Slatcher asked Beth Pritchett, Financial Coach for the program Stand By Me, to come to the podium to present New Business #1, information about the Stand By Me program.

Ms. Pritchett thanked the Council for allowing her to come to the meeting to present information about the Stand By Me program. She stated that Stand By Me is a free financial

empowerment program that offers free one on one coaching. That includes anything from pulling your credit report, giving you credit scores, helping with budgeting, college bound services and retirement services. She then asked Nanci Glindmyer, of Stand By Me, to come to the podium to give an overview of the program.

Ms. Glindmyer stated the program was started 3 years ago by Governor Jack Markell as a way to help Delaware citizens make better financial decisions, and in turn to ease some of the burden on state social services. The financial coaches can help people who are planning for retirement, first-time homebuyers, adults who want to go back to college, preparing a budget and work through credit issues. All details are held in confidence and they do not share any information with anyone. She stated the program is completely free and too few people take advantage of the services that the program provides. It's a wonderful program that could help a lot of people, but they are not even aware of it. She also stated there are offices in all three counties. The program is also a part of employee assistance programs for different employers, including Beebe Hospital, Nanticoke Hospital, Beracah Homes and the Delaware Food Bank.

Councilwoman Jones asked if they have any youth programs that they are working with. Ms. Glindmyer stated they work with the Boys and Girls Club.

Councilwoman Jones asked if they offer job assistance. Ms. Pritchett stated she was at the job resource center in Bridgeville. She said they don't actually have a job resource coordinator right now, but they are in the process of hiring one. Ms. Pritchett stated she doesn't turn anyone away and helps as much as she can with job assistance.

City Manager Slatcher presented New Business #2, a letter from George, Miles and Buhr to renew their lease for 400 High Street. She stated they would like to extend the lease for one year and renew for an additional two years. She stated that they have been very good tenants for the City of Seaford and the recommendation is to approve the request.

Acting-Mayor Genshaw called for a motion. Councilman Shannon made a motion to approve the lease agreement extension and renewal for the periods outlined in the George, Miles and Buhr letter dated January 8, 2014 as presented. Councilwoman Peterson seconded the motion. Motion so passed, with all present voting in favor.

City Manager Slatcher presented Old Business #1, Harriet Tubman Monument Steering Committee request to place a monument and marker in Gateway Park. She stated this has been before Council and will still have to come back, but tonight information that has been discussed with the committee will be presented. The committee would like to have a marker and a monument to honor Harriet Tubman. She asked Charles Anderson, Assistant City Manager, to come to the podium.

Mr. Anderson stated there were a few possibilities for the placement of the marker and monument to meet with the City code. The historical marker could be placed in front of the fountain near High Street or on the southwest corner on Market Street. If the marker was

placed in front of the fountain the City would need to remove a tree. He stated a better spot for the monument may be at the Riverwalk. Mr. Anderson showed the possible locations of the placement of the marker and monument.

City Manager Slatcher stated with the possibility of the monument being placed at the Riverwalk there may be an option of renaming the Riverwalk to recognize Harriet Tubman and her fight for freedom. She stated the historical marker is in production and does need action for placement and get the approval for Gateway Park. The monument proposal will come back to Council at a later date.

Acting-Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made a motion to approve the placement of the historical marker displaying the Gateway to Freedom: The Tilly Escape information in Gateway Park on the southwest side in Gateway Park as requested by the Harriet Tubman Monument Committee. Councilman Shannon seconded the motion, with all present voting in favor.

City Manager Slatcher stated the next item was not on the agenda, but Acting-Mayor Genshaw is going to allow Mr. Tom Darby to speak briefly on behalf of the Nanticoke Watershed Alliance.

Mr. Darby stated they are based in Vienna, but are responsible for the entire Nanticoke watershed. He brought an atlas to distribute to the Council. It is published on the Nanticoke River and contains information on the environment of the river. He stated they are not an advocacy group. They have a variety of organizations that are members. The idea of the Watershed Alliance is to get all the people that use the river to get together and talk to solve problems. He stated in the future they are going to be doing a drive to try to get cities and towns involved in the organization. He stated Maryland is very proactive and Delaware has not, but it hasn't been promoted very well.

Councilwoman Jones asked if the organization has been in existence for five years. Mr. Darby stated they have been in existence since the early 90's. He stated they have three full time employees and an intern.

City Manager Slatcher stated it was not on the agenda, but she wanted to advise Council that the Route 13 intersection electrical bids were opened today. We received one bid from AUI in the amount of \$154,000. That has been sent to our engineers for evaluation and hopefully will get off to the state this week and get approval.

Acting-Mayor Genshaw asked what would cause the lack of bids being submitted. City Manager Slatcher stated she thought the lack of bids was created because of the holidays, the pressure on getting it done and the complexity of the job.

Councilwoman Jones asked what the bid was budgeted for. City Manager Slatcher stated she was told the budget was between \$60,000 and \$100,000.

Municipal Election 2014:

- Mayor and two Council member positions to be elected
- Current office holders are:
 1. Acting-Mayor David Genshaw
 2. Councilwoman Pat A. Jones
 3. Councilman J. Rhea Shannon
- Candidate and Voter Registration deadlines are the Fourth Friday of March or March 28, 2014 at the close of business – 5 p.m.
- Election Day is Saturday, April 19, 2014 from 10 a.m. until 6 p.m.

REMINDER OF MEETINGS & SETTING OF NEW MEETINGS:

- MLK breakfast, January 20th at Heritage Shores in Bridgeville.
- Sussex County Profile luncheon, January 21st at Sussex Pines in Georgetown.
- Police Awards Banquet, January 23rd at Nanticoke Senior Center at 6 p.m.

COMMITTEE REPORTS:

Councilman Shannon reported that Patrolman Frankie Bradley has been promoted to Patrolman First Class after successfully completing 2 years of service. Testing for the police applicants was held January 4th, interviews were conducted on January 9th and background investigations are currently underway so they can meet the February deadline for the Delaware State Police Academy. Two new patrol cars have arrived and are currently being outfitted to be placed in service. He also reported that final plans are being done for the awards ceremony being held on January 23rd.

Councilwoman Jones reported that June Merritt, Director of Finance, is preparing the FY15 budget. There is an update on the files. She is preparing for funding reimbursement, processing 4th quarter payroll reports and working on multiple personnel issues. Administration is also preparing for Sharon's retirement. The City wide newsletter was distributed on January 6th in a new and updated format. Citizens are happy to have the newsletter back in circulation. All other business is routine. Electric, water and sewer bills are due January 24th and disconnect will be done February 6th.

Acting-Mayor Genshaw reported that the in the Recreation department, wrestling and basketball are about to get started. Scott Coulbourn, Supt. of Parks and Recreation is working on coed volleyball and the walking club that will start in April. The Parks department is working on picnic tables for Soroptimist Park.

Councilwoman Phillips-Lowe reported that Public Works have gone from leaves and limbs to snow. They are in the process of replacing the fire hydrant on Ross Station Road. They have begun work on the sidewalk at the Teen Challenge site. They have completed more FOG inspections. Two Waste Water Treatment Facility operators took their Level I exam and one

Water Operator took the Level I exam. Public Works is focusing on sweeping the streets and cleaning up after the snow. She personally wanted to commend the Public Works employees for the job they did during the recent snow. The performance at the Waste Water Treatment Facility is good and most areas are routine. The Code department presented the final site plan for Dollar General to Planning & Zoning on January 2nd and will come before Council on January 28th. Demolition bids are out for two properties, one on Fourth Street and one on Chandler Street. Ten building permits have been issued and new flood mapping is in place for the City and they are in the process of contacting property owners that are affected. Economic Development/Information Technology received grant funding from Delaware Emergency Management Agency in the amount of \$95,000, \$55,000 of which will be used for security cameras and \$40,000 for a continuity of business plan. The Seaford Enhancement Team Committee met on January 8th. Planning for Riverfest is underway and the first meeting will be January 22nd at Pizza King. If anyone is interested in helping please contact Trish Newcomer, ED/IT Manager. Worksite Wellness has begun classes for 2014 and there are currently 7 classes listed and on February 14th they will hold a wellness fair here at City Hall for all partners and employees.

Councilwoman Peterson reported that Rick Garner, Electrical Engineer is still developing a database for the electrical engineering software. He is also working on plans and coordination for electrical services for the Riverplace Apartments, the DelDot Route 13 improvements and the Utility Building generator bids. He also performed a fault current study for some customers. He submitted an American Public Power Association contest application and developed design details and material specs for the Stein Highway distribution upgrade project. Superintendent of Electric Bill Bennett, shared that they have energized the transformer at Gardner-Gibson. They have also done some preliminary work for the Route 13 Intersection project. And they have been doing other routine work. The contractor is still trimming trees in Woodside Manor. There were a few power outages. A lightning arrestor in front of the school blew causing an outage on Circuit 210, 280 and 290. There was an outage due to the extreme cold. They had to replace a transformer and had 8 customers off for about 2 hours. They had to go back the next day to split the secondary load and then change another transformer due to overheating. She stated a lot of this may have been caused from people buying electric heaters and using a lot more wattage. There was also another outage on Sunday, due to the extreme cold, on Fleetwood Drive for about 2 ½ hours.

Acting-Mayor Genshaw called for a motion to hold an Executive Session for the purpose of personnel related to continuation of employment. Councilwoman Phillips-Lowe made a motion to hold an Executive Session for the purpose of discussing a personnel concern of continuing employment. Councilwoman Jones seconded the motion, with all present voting in favor.

Immediately following the Executive Session, Acting-Mayor Genshaw reopened the regular council meeting.

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There being no other business, Acting-Mayor Genshaw called for a motion to adjourn. Councilwoman Peterson made a motion to adjourn. Councilman Shannon seconded the motion. Motion so passed with all present voting in favor.

Acting-Mayor Genshaw adjourned the Regular meeting at 8:45 p.m.

By: _____
Dolores J. Slatcher, City Manager

/tlh