

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

October 14, 2014

7:00 PM

Mayor David Genshaw called the Regular Meeting to order with the following present: Councilwoman Leanne Phillips-Lowe, Councilwoman Grace S. Peterson, Councilman Dan H Henderson, Councilman Orlando Holland and Councilman H. William Mulvaney III. Dolores J. Slatcher, City Manager, and Charles Anderson, Assistant City Manager, was also present.

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

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

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of September 23, 2014. Councilwoman Peterson made a motion to approve the minutes of the Regular Council Meeting of September 23, 2014. Councilman Holland seconded the motion and the motion so passed, with all present voting in favor.

New Business #1, Mayor Genshaw presented the new business for approval of the bid for a new 2015 service truck for the Public Works department. City Manager Dolores Slatcher stated that the Director of Public Works Berley Mears, made a recommendation to accept the bid for the new service truck for the Department of Public Works. Only one bid was received. The bid presented was in fact below budget with a new cost being \$43,313.00. The bid allowed for a current used service truck belonging to the Department of Public Works to be traded in, for the value of \$6,000. Mayor Genshaw called for a motion to approve the bid. Councilman Henderson made a motion to approve the purchase for a new 2015 service truck for the Department of Public Works in the net amount of \$43,313.00, which was budgeted in the fiscal 2015 budget. Councilman Mulvaney seconded the motion, the motion so passed with all present voting in favor.

New Business # 2, Mayor Genshaw presented the new business for the purchase of a second service truck using Municipal Street Aid funds. Director of Public Works Berley Mears presented the recommendation. Mr. Mears stated that there is a second service truck that needs to be replaced, he advised it is in terrible condition. Mr. Mears also pointed out that to have the truck serviced for its mechanical problems will be very costly ranging from \$5,000-\$7,000.00. He also advised that simply purchasing a new service truck will be more beneficial for the Department of Public Works. Mr. Mears also mentioned that he would like for the purchase to take place before the end of 2014. Mayor Genshaw called for a motion to approve the request presented by Mr. Berley Mears. Councilwoman Phillips-Lowe made a motion to approve the bidding of the second service truck to be purchased as a non-budgeted item using Municipal Street Aid funds. Councilman Holland seconded the motion, the motion so passed with all present voting in favor.

New Business # 3, Mayor Genshaw presented the new business for approval, a land lease agreement for the Nanticoke Senior Center which will supersede the previous sales and land lease agreement. City Manager Dolores Slatcher stated she reviewed the lease agreement and stated that it is still for 99 years, effective date still being August 1, 2010, which is the same date that the City of Seaford had with the original lease sale agreement. City Manager Dolores Slatcher stated she preferred for the lease agreement to not be signed until the City Solicitor has reviewed the new lease agreement being that new variables have been added to the lease. Mayor Genshaw called for a motion to approve the new lease agreement with the Nanticoke Senior Center contingent upon the City Solicitor's review. Councilwoman Peterson made the motion to approve the 2014 lease agreement with the Nanticoke Senior Center which replaced the 2010 land-lease portion of the 2010 sales and land-lease agreement as presented with signing contingent upon the City Solicitor's review. Councilman Mulvaney seconded the motion and the motion so passed with all present voting in favor.

Old Business #1, Mayor Genshaw presented the old business in which Ms. Sara Coakley, AICP with Del Dot to revisit the plan on Safe Routes to School for Stein Highway. Susan Messick, Transportation Supervisor for the Seaford School District came forward and expressed her concerns regarding the Safe Routes Plan for Stein Highway if not approved. Mrs. Messick

petitioned for the Mayor and Council to take deeper consideration on their decision to not approve the Safe Routes Plan of Stein Highway. Mayor Genshaw called for a motion; Councilwoman Phillips-Lowe stated after seeking information from the Seaford Police Department regarding the safety of the youth crossing Stein Highway, made the motion to approve the plan for the Safe Routes to School for Bridgeville Highway as was presented, instead of approving the proposed plan for the Safe Routes to School for Stein Highway. Councilman Holland seconded the motion, and the motion so passed with all present voting in favor.

#### **REMINDER OF MEETINGS & SETTING NEW MEETINGS:**

- Seaford High School Homecoming Parade October 17, 2014 at 6:00 p.m.
- DEMEC, FERC 101 training seminar, October 21<sup>st</sup> at 10:30 a.m. in Smyrna
- DE League of Local Governments, October 23<sup>rd</sup> at 5:30 p.m. in Dover

#### **COMMITTEE REPORTS**

Councilwoman Phillips-Lowe stated that the Seaford Police Department Chief Morris reports that the Department held and conducted a successful Seaford Night Out. There were many who attended, as well as a lot of participants. The Seaford Police Department is in the process of conducting fall fire arms qualifications, as well as planning for the Seaford High School Homecoming Parade, Halloween Parade, and other fall events. The Seaford Volunteer Fire Department has also been very busy with community events. The SVFD took a Fire Truck with ladder and an ambulance to the Seaford Night Out, they handed out nearly 200 prevention packets for the children that evening. On Wednesday October 8, 2014, the SVFD took 12 first grade classes to the station, they gave them a tour of the fire house, participated in several fire prevention exercises, such as stop – drop – and roll, low smoke, and to not be afraid of a firefighter. The Seaford Volunteer Fire Department is now focusing on providing essential fire prevention information to Day Care providers. In their last report, they have received the new trailer which is now having a few minor details welded and fixed, and then it will go to another company for lettering. To date, there have been 492 fire alarms and there have been 2,520 ambulance runs.

Councilman Mulvaney stated that June Merritt, Director of Finance, reported she spent the last couple of weeks catching up on audit account reconciliations for July-September. She is also continuing training with staff and their new duties and also working with Annette Cole, on personnel responsibilities. Mrs. Merritt is also reviewing the crossing guard agreement and job description, she mentioned it has been a while since it has been updated. Performance of utility service, disconnects, and process of utility billing for the September consumption, financial management, has also been tasks of the Director of Finance June Merritt has been working on. Assistant City Manager Charles Anderson reported he has attended regularly scheduled departmental meetings. Mr. Anderson also attended the Public Works truck bid opening, the Seaford Night Out, as well as the Chamber Mixer. Mr. Anderson also recently completed the building plans for the Fire Marshall's Office for the Parks and Rec Office. City Manager Dolores Slatcher reported she worked on the Nanticoke Senior Center separation sale lease agreement. City Manager Slatcher attended the DEMAC annual administrative meeting, The Seaford Night Out. City Manager Slatcher also responded to the circuit 310 outage which happened on Friday October 10, 2014.

Councilman Holland reported they have hired a new park-tech employee, Ryan Ramos. On October 8, 2014 Gary Andrews attended the Sports Field Management Conference. Councilman Holland has worked with the registration of winter games, and upcoming events.

Councilman Henderson reported that for Information Technology Trisha Newcomer reported the Department has been working with the completion of the River Feast Report to the Delaware Division of Arts. Trisha Newcomer attended the Cancer Walk on October 6, 2014, held from the Cancer Center up to Gate Way Park, as well as performing other routine items. In Public Works, the Department is conducting interviews for vacancy. Lisa Gillespie, Coordinator and Public Works Director Berley Mears, attended a Winter & Snow Storm Seminar. Permanent patches were installed on Stein highway and Harrington St, among other minor locations. The Department also attended the Seaford Night Out at the Seaford Police Department. The Department received a delivery of a brine maker and brine sprayer for operation for the winter of 2014. In the Waste Water Treatment facility, compost sales are steady. The Waste Water Treatment facility performance is

reported as good. In the Code Department, the drafting revisions of the City's Flood Hazard Ordinance for FEMA compliance has been completed, but not yet submitted. There were 11 building permits that were issued, approximately 21 Code related letters were sent out. Various meetings were attended including the final Wet Lands Advisory Committee meeting, City Board of Adjustment meeting, a Planning and Zoning Commission meeting.

Councilwoman Peterson reported that in the Electric Department Electric Engineer Rick Garner reported he assisted in breaker testing in 3 sub stations maintenance. He is also still investigating the power quality at Orient Chemical, troubleshooting with SCADA issues, calculated 3 commercial sites for their fault currents. The Superintendent of Electric Bill Bennett, reports that he too performed tests and maintenance on 3 sub stations. Mr. Bennett reported there was an outage on circuit 310 for about an hour at the Seaford Village Shopping Center, it was at the far end of the Shopping Center.

With no further comments, Mayor Genshaw called for a motion to close the Regular Meeting of Mayor and Council and to open an executive meeting to discuss negotiations for the possible purchase of certain parcels of land. Councilman Henderson made the motion to close the Regular Meeting of Mayor and Council and open an executive meeting. Councilwoman Phillips-Lowe seconded the motion and the motion so passed, with all present voting in favor. Mayor Genshaw closed the Regular Meeting at 7:25 p.m.

Immediately following the Executive Session at 7:41 p.m. Mayor Genshaw reopened the regular council meeting and called for a motion to adjourn. Councilman Henderson made the motion to adjourn the regular council meeting. Councilman Holland seconded the motion and the motion so passed with all present voting in favor.

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Dolores J. Slatcher, City Manager

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