

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

February 23, 2010

7:00PM

Mayor Edward H. Butler, Jr., called the Regular Meeting to order with the following present: Councilwoman Grace S. Peterson, Councilwoman Pat A. Jones, Councilwoman Leanne Phillips-Lowe, Councilman J. Rhea Shannon and Councilman William G. Bennett. Dolores J. Slatcher, City Manager, Charles D. Anderson, Assistant City Manager, and Mr. Rick Garner, Director of Power were also present.

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

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

Mayor Butler called for a motion to approve the Minutes of the Regular Meeting of February 9, 2010. Councilwoman Phillips-Lowe made the motion to approve the minutes of February 9, 2010; Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

Mayor Butler presented a Commendation Letter on behalf of the City Council to City Manager Slatcher praising her excellent leadership during the snow events. "Job well done" as Mayor Butler put it. Mayor Butler and the Council also extended their thanks to all the City employees for keeping the City running during the storms.

City Manager Slatcher introduced the City's newest employee, Jessica West, who is the new secretary at the Utility Building. Ms. West is a Seaford native. She is currently spending time between the Utility Building and City Hall for training.

New Business:

New Business #1: City Manager Slatcher then introduced Mr. Earl Tull and Ms. Sharlana Edgell, from the Seaford Historical Society. Mr. Tull explained the Society will be celebrating the 150th anniversary of the Ross Mansion. He also noted Seaford will be celebrating its 150th anniversary in five years. Mr. Tull thanked the Mayor and Council for their continual support; the Council originally provided the funds to purchase the Mansion. Mr. Tull provided a brief history lesson stating Governor Ross served as the governor of Delaware from 1851-1855. He completed the "cottage" in 1860, which is how the Society arrived at the date to celebrate the 150 years of the Mansion. The anniversary celebration is a year long event highlighting Seaford and the surrounding areas. January and February are gone; the Open House had to be postponed due to the snow and has since been rescheduled for Sunday, March 7th. March activities will encompass different age groups- the Boy Scouts will do activities during one weekend and the Girl Scouts will do the same during another weekend. The Mansion will also participate in the annual Easter Egg Hunt.

A House Tour will take place on April 10th – the tour will consist of the Mansion, Caleb Ross House, Cannon-Masten House, James Ross House and St. Luke's grave yard. Lunch will also be served at St. Luke's. In May, a Maypole dance will be part of the activities. The Mansion's participation with Heritage Days is still in the developing stages. On June 13th the

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Chesapeake Brass Band will entertain on the lawn of the Mansion. The local Garden Club will also have a garden day, date TBD. In July, the Society will take part in Riverfest. They will also hold a Kids Camp. On July 18th, the Milford Community Band, sponsored by Harley- Davidson of Seaford will entertain on the lawn of the Mansion. In August, the Society will also take part in AFRAM. They also plan to hold an old fashioned ice cream social, with UD furnishing the ice cream from their dairy farm. On September 11th, a Luncheon and Victorian Fashion Show will be held in the Library's Community Center. On October 16th, the "Gov. and Mrs. Ross Gala Anniversary Celebration" will take place in the Seaford District Library Community Center with a live and silent auction. For two weeks in October, Ron and Sue Breeding will be providing youth activities as part of the Dept. of Ag office. In November, star gazing and a holiday workshop will be held. In December, the annual Victoria Christmas events will take place; as an added event, a Steeple Walk in downtown Seaford will take place.

Ms. Edgell also noted the Seaford Museum was designated as a Chesapeake Gateway site as part of the River Trail. She also noted a new poultry exhibit is about to open with interactive kiosks. She thanked Council for their support. Mayor Butler thanked Mr. Tull and Ms. Edgell for coming to the meeting.

City Manager Slatcher presented **New Business #2, the Electric Committee recommendation to purchase energy efficient street lights through the Energy Efficiency Block Grant** funding. Mr. Garner explained the Committee reviewed two types of street lighting - LED and induction. They found the induction to be the most energy efficient, and voted unanimously on induction lighting as their choice. Councilman Bennett felt the induction lights provided the most bang for the buck. The City will initially purchase 140 lights and fixtures at a cost of \$46,000 of the \$50,000 grant; the remainder will be used for performance monitoring and administrative costs. Councilwoman Phillips-Lowe asked when the installation will commence. City Manager Slatcher replied when Council approves, so that a purchase order can be issued. She then asked if the lights will appear different than the existing lights. Mr. Garner said it will be a truer color rendition, a truer white light; it won't be as harsh as the blue headlights you see on cars. Councilwoman Jones asked who will fund the rest of the lights when they are replaced. City Manager Slatcher explained as the older lights begin to fail, we will replace them with new lights and fixtures paid from our operating budget, just as we would normally do. Mr. Garner stated the payback in energy savings on the new lights is about eight (8) years. City Manager Slatcher noted they are expected to last fifteen (15) to twenty (20) years. There being no other questions, Councilman Bennett made the motion to accept the Electric Committee's recommendation to purchase induction street light fixtures and use some of the funding for performance monitoring and administrative costs using the Energy Efficiency Block Grant funds in the amount of \$50,000. Councilman Shannon seconded the motion. All present voted in favor of the motion.

City Manager Slatcher presented **New Business #3, the bids for the maintenance of the grounds of City facilities**. Mr. Coulbourn, Superintendent of Parks reviewed the bids, contacted references and is recommending the bid be awarded to the low bidder, Passwaters Landscaping for 2010 and with a renewal contingency if they provide satisfactory performance, for the years of 2011 and 2012. Their bid is \$ 16,355.00 and the alternate bid for High Street is \$2,350.00. (See the bid breakdown below.)

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Bidder	2010	2011	2012	High St 2010	High St 2011	High St 2012
Passwaters	\$16,355.	\$16,355.	\$16,600.	\$2,350.	\$2,350.	\$2,850.00

Councilwoman Jones made the motion to award the Facility Maintenance Bid to the low bidder, Passwaters Landscaping, for the bid and alternate bid for High Street for the year 2010 with a renewal contingent upon satisfactory performance for the additional years 2011 and 2012 as per their bid dated February 12, 2010. Councilwoman Peterson seconded the motion. Motion so carried with all present voting in favor.

City Manager Slatcher presented **New Business #4, the bid to supply Porta-Johns in 2010 for Seaford facilities.** Scott Coulbourn, Superintendent of Parks reviewed the bids and checked out the references of the bidders. The recommendation is to accept the low bid from Pierson's at the unit price per complex plus \$22.50 for additional units per day. (See the bid breakdown below.)

Bidder	Soroptimist Park	Nutter Park	Boat ramp	Softball complex	Field of Dreams	Jay's Nest	Additional units per day
Pierson's	\$85.00	\$55.00	\$55.00	55.00	80.00	85.00	\$22.50

Councilwoman Jones made the motion to award the bid for porta-john services for 2010 to the low bidder, Pierson's, as per the bid dated February 13, 2010 with a renewal contingent upon satisfactory performance for the additional years 2011 and 2012. Councilwoman Peterson seconded the motion. All present voted in favor of the motion.

Mayor Butler presented the **Board of Elections for the Municipal Elections** to be held April 17, 2010 for Council approval.

Donald Tull	All day	Election Judge
Carolyn Calhoun	All day	
Rodney Joyner	All day	
Deborah Thomas	All day	
Colleen DeMott	All day	
Dolores Slatcher	All day (relief)	
Trisha Newcomer	All day (relief)	
Jeanne Sapp	9 a.m. – 2 p.m.	
Annette Cole	9 a.m. – 2 p.m.	
Tina Hurley	2 p.m. – 6 p.m.	

Councilwoman Phillips-Lowe made the motion to approve the Board of Elections as presented by Mayor Butler for the Municipal Election to be held on April 17, 2010. Councilman Bennett seconded the motion. Motion so passed with all present voting in favor.

City Manager Slatcher presented **New Business #6, the request from Susan M. Haggerty, Trustee, for Joan C. Merrikin Irrevocable Trust, for a two year extension of the preliminary plan approval for Lawrence Crossing, Tax Map and Parcel 331 5.00 11.00.** City Manager Slatcher explained the property was located on Bridgeville Highway, adjacent to the former Lawrence House, runs north to the Mearfield development and west to the Utility Building lands. Councilman Bennett made the motion to approve the request from Susan M. Haggerty, Trustee, for Joan C. Merrikin Irrevocable Trust, for a two year extension of the preliminary plan approval for Lawrence Crossing, Tax Map and Parcel 331 5.00 11.00, from

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May 27, 2010 until May 27, 2012. Councilman Shannon seconded the motion. Motion so passed with all present voting in favor.

City Manager Slatcher presented **New Business #7, the annual letter from the Division of Fish and Wildlife** asking if the City desires the State to provide mosquito control services in our community. City Manager Slatcher noted if Council is in agreement she would like their approval tonight to be for perpetuity so that she can authorize it without bringing it back to Council every year. Councilwoman Jones asked if the spraying is done at the same time every year? City Manager Slatcher said they do it before the eggs hatch. She also remarked this will be a great season for mosquitoes because of all the water on the ground. Councilwoman Peterson made the motion to approve the Division of Fish and Wildlife to have State Mosquito Control services within the City limits until such time as an elected official requests it be brought back to Council for further consideration. Councilwoman Jones seconded the motion. Motion so passed with all present voting in favor.

City Manager Slatcher presented **New Business #8, the report of the costs of the snow storms on February 5th & 10th** along with the year-to-date update. City Manager Slatcher reported the cost for the two February storms for snow removal and the power outage totaled \$95,432.17 for overtime, equipment, equipment repairs and parts. Including the two storms since December 20, 2009, the City has spent \$116,421.06. Sussex County Emergency Operations will be submitting our costs plus those of other municipals and Sussex County; there is the potential of 75% reimbursement of the monies spent. The Governor did declare a State of Emergency. City Manager Slatcher explained the direct out of pocket cost is \$86,526.06 for overtime labor and equipment/repairs. The \$29,895.00 is for the cost for equipment which we own. We did not use any outside contractors or rental equipment. The City Manager and the Director of Finance, June Merritt are recommending if necessary, the use of the reserve accounts to reimburse general funds for the final short fall. She also commented that the City will take care of anything that may cause an immediate problem for the public, continue to fix potholes but defer paving. Councilwoman Phillips-Lowe made the motion to authorize the City Manager to direct funds be transferred from a reserve account prior to June 30, 2010 to cover 2010 snow removal and power outage costs, if needed. Councilman Bennett seconded the motion. Motion so carried with all present voting in favor.

OLD BUSINESS:

City Manager Slatcher presented **Old Business #1. She announced the Municipal Election will be held Saturday, April 17, 2010, between the hours of 10:00 a.m. and 6:00 p.m.** The Mayor's position and one Council seat (Councilwoman Phillips-Lowe) is up for grabs. Mayor Butler and Councilwoman Phillips-Lowe have filed for reelection. The deadline for candidate filing is before 5:00 p.m. on March 26, 2010. Voter registration filing has the same deadline. You must be registered in the Seaford City Hall to vote.

Reminder of Meetings

1. Delaware League of Towns - February 25th at 6 p.m. at the Sheraton in Dover
2. SCAT Meeting on March 3rd at 6:00 p.m. in at Bear Trap
3. SCAT Steering Committee Legislative Breakfast on March 5th at 9:00 a.m. at the Cheer Center in Georgetown.

Committee Reports:

Councilman Bennett reported:

The Electric Department had no major power outages during the last snow event. They are continuing with routine maintenance. Rick Garner did a lot work on the induction lighting project.

The Fire Department responded to a lot of calls during the second storm. The new brush truck is expected to arrive tomorrow, but they weren't sure when it would be put into service.

Mayor Butler thanked the Fire Department and Police Department for their outstanding work during the February storms.

Councilman Shannon reported the Seaford Police Department is back to their normal patrols this week. Everything is going fairly well. He too, thanked the PD for an outstanding job during the storms.

Councilwoman Phillips-Lowe had nothing to report but she did congratulate Beth MacArthur on the birth of twins and Tracy Torbert on the birth of her son. She extended her appreciation to the administrative staff for taking over the responsibilities of the people out on leave.

Councilwoman Jones reported the Criminal Justice forum was very well attended. Lt. Governor Matt Denn was very pleased with the response to the first of three forums planned in the State; he hoped to have another one in Seaford. Lt. Governor Denn thanked Seaford for their support.

Councilwoman Peterson stated all the departments are trying to get back to their normal routine. She has received mostly a good response on the snow removal. She also recognized Jessica West as the new employee located in the Utility building.

There being no other business, Mayor Butler called for a motion to move into Executive Session for the purpose of personnel. Councilman Shannon made the motion to move into Executive Session; Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

Mayor Butler adjourned the regular meeting at 7:47 p.m. and moved into Executive Session.

By: _____
Dolores J. Slatcher
City Manager

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