

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

May 25, 2010

7:00PM

Mayor Edward H. Butler, Jr., called the Regular Meeting to order with the following present: Councilwoman Grace S. Peterson, Councilwoman Leanne Phillips-Lowe, Councilwoman Pat A. Jones, Councilman J. Rhea Shannon and Councilman William G. Bennett. Dolores J. Slatcher, City Manager, Charles Anderson, Assistant City Manager, Scott Coulbourn, Supt. of Parks, June Merritt, Director of Finance/HR, Rick Garner, Director of Power, Berley Mears, Director of Public Works and Josh Littleton, Building Official 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 was a change; adding an executive session for the purpose of discussing personnel. Councilwoman Jones made a motion to approve the agenda as presented with the change. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Butler called for a motion to approve the Minutes of the Regular Meeting of May 11, 2010. Councilwoman Jones made the motion to approve the minutes of May 11, 2010. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

Correspondence

Mayor Butler asked Jenna Wills and her family to come forward to accept the Mayor's Right Choice Award for 2010.

Mayor Butler then read a Proclamation proclaiming May 31st as "Buddy Poppy Day" within the City of Seaford.

City Manager Slatcher introduced the new employees for the City of Seaford. Mr. David Jones, Mr. Gary Andrews and Ms. Erica Lord.

City Manager Slatcher then recognized three employees who recently graduated from Wilmington University. Trisha Newcomer, B.S. in Business Management, Joshua Littleton, B.S. in Business Management and Annette Cole, M.B.A. She congratulated each one of them for a job well done and thanked them for taking their time in order to continue their education.

New Business #1- City Manager Slatcher presented New Business #1, Mr. Thomas E. Brown, President of the Greater Seaford Chamber of Commerce to present a letter for the record on the purchase of the former Seaford Golf and Country Club. Mr. Brown stated that at the May 11, 2010 meeting of the Greater Seaford Chamber of Commerce Board, the question whether the City of Seaford should pursue negotiations to purchase the former SGCC property for public use was discussed. The Board voted unanimously (with one abstention) to support the City's efforts based on the belief that this is in the best interest of the community and its citizens. They believe that the future of this property is important to the community for a variety of reasons. They believe that it will attract new businesses, employees and residents to the area. He added that this is a great opportunity to provide much-needed recreational facilities to the entire community. He concluded that this property can also be used for spray irrigation which will become a growing issue for the City as more strict environmental regulations take effect. The Chamber supports the City's efforts to put this property to use and create something positive for the economic development of the area. The Mayor and Council thanked Mr. Brown for his time and the Chamber's support.

New Business #2 - City Manager Slatcher presented New Business #2, Present for approval the purchase of 1001 Locust Street and sell the clubhouse to the Nanticoke Senior Center. Councilman Shannon made a motion to approve the purchase of 1001 Locust Street from the Seaford Golf and Country Club Board of Governors and Wilmington Trust Company. Councilman Bennett seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor;
Councilwoman Phillips-Lowe voted in favor;
Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

City Manager Slatcher thanked the public for their support with this purchase at the recent Public Hearing that was held last Tuesday evening stating because the public hearing resulted in Council's decision to purchase this property.

New Business #3 – City Manager Slatcher presented New Business #3, Present for approval authorizing the City Manager to work with Wilmington Trust Company to secure the loan to purchase 1001 Locust Street. Councilman Bennett made a motion to authorize the City Manager to secure a loan with Wilmington Trust Company to be used for the purchase of 1001 Locust Street. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor
Councilwoman Phillips-Lowe voted in favor;
Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

New Business #4 – City Manager Slatcher presented New Business #4, Present for approval authorizing to proceed with obtaining purchase of sale agreements with the Nanticoke Senior Center and Seaford Golf and Country Club. Councilwoman Phillips-Lowe made a motion to authorize the City Manager to secure a purchase of sale agreements with the Nanticoke Senior Center and the Seaford Golf and Country Club. Councilwoman Jones seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor;
Councilwoman Phillips-Lowe voted in favor;
Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

New Business #5 – City Manager Slatcher presented New Business #5, Present for approval the shared cost of hiring Adkins Management to do the necessary course work in the month of June to prepare for opening in July. Councilwoman Peterson made a motion to approve the non-budgeted expenditure of \$40,000 to hire Adkins Management to put the golf course in opening condition during the month of June. Councilman Bennett seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor;
Councilwoman Phillips-Lowe voted in favor;

Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

New Business #6 – City Manager Slatcher presented New Business #6, Present for approval authorizing the City Manager to work with the Seaford Golf and Country Club Board of Directors to obtain temporary leases for the pool and golf course so work can be performed to have these facilities in-ready condition for opening to the public. Councilman Shannon made a motion to approve the City Manager to work with the Seaford Golf and Country Club Board of Directors to obtain temporary leases for the pool and golf course so work can be performed to have these facilities in-ready condition for opening to the public. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor;
Councilwoman Phillips-Lowe voted in favor;
Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

New Business # 7 – City Manager Slatcher presented New Business #7, Present for approval authorizing the City Manager to work with the Seaford Community Swim Center to lease the pool. Councilwoman Jones made a motion to approve the City Manager to work with the Seaford Community Swim Center to lease the pool. Councilman Bennett seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor;
Councilwoman Phillips-Lowe voted in favor;
Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

New Business #8 – City Manager Slatcher presented New Business #8, Present for approval to allow the expenditure of funds to have a property survey, environmental phase I, and other costs associated with closing on the property by June 30, 2010. Councilman Bennett made a motion to authorize expending funds to have survey, environmental phase I, and other costs associated with closing on the property by June 30, 2010. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor. Mayor Butler then requested a roll call vote.

Roll Call Vote:

Councilman Bennett voted in favor;
Councilman Shannon voted in favor;
Councilwoman Phillips-Lowe voted in favor;
Councilwoman Jones voted in favor;
Councilwoman Peterson voted in favor.

Mayor Butler confirmed the motion on the floor passed with all present voting in favor.

New Business #9 – City Manager Slatcher presented New Business #9, Operations Committee power point presentation by Mr. Josh Littleton, Building Official. Mr. Littleton gave the Mayor and Council an update on the ongoing code actions and the current stage of each property. He also

showed some of the completed code action that has been done since the last presentation. There are some properties that have been demolished by a contractor hired by the City. The Public Works Department has also helped with some of the clean-up of the properties. He explained that when that occurs that the City hires a contractor or does the work a lien is placed on the property. Mr. Littleton also showed the leaf and limb area that has been cleaned up by the City. City Manager Slatcher added that the limbs are currently being reused in the compost as wood chips. The Mayor and Council thanked Mr. Littleton for the information.

New Business #10 – City Manager Slatcher presented New Business #10, Present DelDOT recommendation for changes on Middleford Road. Charles Anderson, Assistant City Manager came forward stating that construction on the crosswalks and repaving is currently ongoing on Middleford Road. Tim Duncan approached DelDOT to make changes on the roadway. There is currently a parking lot across the street from the hospital that has about 48 parking spaces. After this parking lot was put in, a crosswalk was later put across the roadway. It has been recommended to do the following items: better marking of the crosswalk, better lighting, additional speed limit signs, changing the speed limit to 25 mph from Front Street east to Riverside Drive and additional crosswalk signs in the area. A meeting was held with representatives from Nanticoke Memorial Hospital and the Methodist Manor House to discuss the recommendations. Both of the representatives concurred with the recommendations with the exception of the lighting. Mr. Duncan stated that he was not concerned with the lighting issue due to the parking lot being used mostly during the day but he would look into it. City Manager Slatcher added that DelDOT may not agree to the change of the speed limit reduction to 25 mph. She also added that the City is responsible to pay for the signage. Councilman Bennett suggested sending a letter to Representative Short and Senator Venables for funds for the signs and for a letter of support to change the speed limit to 25 mph as presented. City Manager Slatcher stated that she would send those letters out. Councilman Bennett made a motion to approve the recommended changes on Middleford Road as presented by DelDOT with the exception of the speed limit which is being recommended to change to 25 mph from Riverside Drive west to Front Street. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

New Business #11 – City Manager Slatcher presented New Business #11, Present Del DOT recommendation for no U Turn at the east end of the Stein Highway Bridge. At one point in time there was a no Left Turn sign located at the east end of the Stein Highway Bridge. It is unknown as to what happened to the sign. DelDOT has made a recommendation to put a sign back up on the east end of the bridge but it will be a no U Turn. Councilwoman Phillips-Lowe asked if a left turn onto Pine Street was legal. City Manager Slatcher stated that it was a legal move. She added that the only way known to prohibit people from making that turn would be to put yellow hash marks until the turn can be made. After discussion about the sign, it was agreed that Charles Anderson, Assistant City Manager and City Manager Slatcher will meet with the South District Engineer from DelDOT to discuss the recommendation. Councilwoman Peterson made a motion to table this recommendation until more information is presented. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

New Business #12 – City Manager Slatcher presented New Business #12, Bids for Patching Streets. There were two bids received, Delmarva Paving in the amount of \$37,500 and Jerry's Inc. in the amount of \$40,150. After review of the bids by Director of Public Works, Berley Mears he is making a recommendation to award the bid to Delmarva Paving in the amount of \$37,000 using local funds. Councilwoman Peterson made a motion to award the Patching Streets bid to Delmarva Paving in the amount of \$37,500 using local funds. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

New Business #13 – City Manager Slatcher presented New Business #13, Bids for a 46 ft Material Handler (Bucket Truck). There were three bids received after review by Rick Garner, Director of Power and Larry McMullen, Supt. of Electric they are recommending to award Altec Industries, Inc. the bid for a total price of \$144,096 after a trade-in amount of \$8,000 for the 1993 material handler bucket truck. Councilman Bennett made a motion to award the bid to Altec Industries, Inc. in the amount of \$144,096 and to trade in the 1993 material handler for the trade in value of \$8,000. Councilman Shannon seconded the motion; motion so passed with all present voting in favor.

Reminder of Meetings

- DLLG at the Sheraton in Dover on May 27th at 6:00 p.m.
- Heritage Festival at Ross Mansion on May 29th and 30th
- Movie Night in Kiwanis Park on June 11, 2010 at approximately dusk 8:45 p.m.
- Memorial Day Parade and Ceremony on May 31st starting at 11:00 a.m.

COMMITTEE REPORTS

Councilman Bennett – The electric department is working on the budget and installing underground at Seaford Meadows and Seaford Apartments. Stacy Sheer earned EMB of the year at the annual awards banquet.

Councilman Shannon – The Police Department is busy and doing fine.

Councilwoman Phillips-Lowe – Working on budget.

Councilwoman Jones – Movie night will be held Friday night, June the 11th in Kiwanis Park and all departments are working on budget.

Councilwoman Peterson – Departments are working on budget. Clean-up week was at the lowest amount ever this year. Josh is working on getting grass and trash letters out. She thanked staff for the PowerPoint that was presented at the public hearing last Tuesday, it was a job well done.

City Manager Slatcher stated that she will be off next week on vacation; Assistant City Manager Charles Anderson will be in charge.

With no further comments, Mayor Butler called for a motion to adjourn the Regular Meeting of Mayor and Council and move into an executive session for the purpose of discussing personnel. Councilwoman Phillips-Lowe so moved. Councilwoman Peterson seconded the motion and the motion so carried with all present in favor. Mayor Butler closed the Regular Meeting at 8:34 p.m.

Dolores J. Slatcher, City Manager

PowerPoint presentation from Operations Committee
/tnt