

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

February 28, 2012

7:00 PM

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. Charles Anderson, Assistant City Manager, and Josh Littleton, Building Official, were also present.

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

Mayor Butler solicited changes to the agenda. Assistant City Manager Anderson stated that there was one change to the agenda. A request from Seaford District Library to allow Soroptimist International of Seaford to use their building located at 402 N. Porter Street for their Cinderella's Closet project. Councilwoman Phillips-Lowe approved the change to the agenda; Councilwoman Jones 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 February 14, 2012. Councilwoman Jones made the motion to approve the minutes of February 14, 2012. Councilman Bennett seconded the motion. The motion so passed with all present voting in favor.

Mayor Butler asked if there was any correspondence. Assistant City Manager Anderson stated that there was none.

Assistant City Manager Anderson presented New Business #1 – Present change order #2 for Washington Street Flood Control & Stormwater Retrofit project. Assistant City Manager Anderson stated that this will furnish and install a 60" diameter storm drain manhole and remove and dispose of existing 18" diameter reinforced concrete pipe. He added that when the work was started a test pit showed how close the proposed work was to an existing Verizon duct bank. It is recommended to approve the change order to eliminate any problems that may be caused by working in such close proximity to the duct bank. Councilman Bennett made a motion to approve change order #2 for the Washington Street Flood Control and Stormwater Retrofit project in the amount of \$11,203.20 for the 60" storm drain manhole and the removal and disposal of 235 linear feet of 18" concrete pipe which will increase the total contract to \$1,881,768.22. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Butler then closed the regular Council Meeting at 7:05 p.m. and opened the Public Hearing.

Mr. Littleton presented P.H. #1 – Seaford School District, property owners of Seaford Senior High School, 399 N. Market Street, Tax Map & Parcel 3-31-5.00-6.00, are requesting a sketch site plan review and approval for the expansion to the Seaford High School along with ancillary site modifications. Mr. Littleton stated that the property is zone R-2 Medium Density Residential. He added that the proposal was to phase major portions of the proposed expansion. On November 2, 2011, the Board of Adjustment granted an expansion of the existing Special Use Exception for the

School as required by the Zoning Ordinance. The project does comply with the requirements of the City Zoning Ordinance. Mr. Littleton added that the project does require approvals from State Fire Marshal – for Site Plan Review, DNREC – for Storm water Review and State Accessibility Board – for ADA compliance.

Mayor Butler asked for questions from the Council, there were none. He also asked the public for any questions, there were none.

Mr. Littleton presented P.H. # 2, Case No. S-01-12: City of Seaford, the property owners of 525 N. Front Street, Tax Map and Parcel(s) 4-31-2.00-30&31 are seeking to create two new lots by a minor subdivision and realignment of a property line – one lot to front on N. Front Street and one lot to front on North Street. Parcel 1 = 20,128 sq. ft. fronting on Front St. and Parcel 2 = 5,290 sq. ft. fronting on North St. The property is currently zoned C-1 and the subdivision complies with area & bulk requirements for C-1 zoned properties.

Mayor Butler asked for questions from the Council, there were none. Mayor Butler also asked for any questions from the public. There were none.

Mr. Littleton presented P.H. # 3, Case no. R-02-12: City of Seaford, the property owners of 525 N. Front Street, Tax Map and Parcel(s) 4-31-2.00-30&31, zoned C-1 General Commercial, are seeking to rezone the newly created lot fronting on North Street to R-2 Medium Density Residential. Mr. Littleton explained that both parcels are currently zoned C-1 and that by rezoning the lot fronting on North Street, the lots zoning classification will be in compliance with the City's comprehensive plan.

Mayor Butler asked for questions from the Council, there were none. Mayor Butler also asked for any questions from the public. There were none.

Mayor Butler then closed the Public Hearing at 7:12 p.m. and reopened the Regular Council Meeting.

Mr. Littleton presented the Findings of Fact for P.H. #1, Seaford Senior High School Addition,

- Sketch Plan Review
Property is zoned R-2 Medium Density Residential
- November 2, 2011 - Board of Adjustment granted an expansion of the existing Special Use Exception for the School as required by the Zoning Ordinance.
- Project complies with the City Zoning Ordinance.
- Project will require approvals from:
 - State Fire Marshal – for Site Plan Review
 - DNREC – for Storm water Review
 - State Accessibility Board – for ADA compliance

Mayor Butler called for any questions, there were none.

Mayor Butler called for a motion. Councilwoman Jones made a motion to approve the sketch site plan as presented for the Seaford School District, property owners of Seaford Senior High School, 399 N. Market Street, Tax Map & Parcel 3-31-5.00-6.00. Councilman Bennett seconded the motion.

Mayor Butler then called for a Roll Call Vote:

Councilman Bennett voted in favor based on the Findings of Fact;
Councilman Shannon voted in favor based on the Findings of Fact;
Councilwoman Phillips-Lowe voted in favor based on the Findings of Fact;
Councilwoman Jones voted in favor based on the Findings of Fact;
Councilwoman Peterson voted in favor based on the Findings of Fact.

The motion so passed with all present voting in favor.

Mr. Littleton presented Findings of Fact for P.H. # 2, Subdivision – 525 N. Front Street,

- Property is located on Front Street & North Street
- Realignment of the property line to create two new lots:
- Parcel 1 = 20, 128 sq. ft. ± - street frontage on Front St
- Parcel 2 = 5,290 sq. ft. ± - street frontage on North St
- Properties are zoned C-1 General Commercial
- The subdivision complies with the City Zoning Ordinance

Mayor Butler called for any questions. There were none.

Mayor Butler called for a motion. Councilman Bennett made a motion to approve the minor subdivision and realignment of a property line with one new lot fronting on N. Front Street and one lot to front on North Street as presented for the City of Seaford, property owners of 525 N. Front Street, Tax Map & Parcel 4-31-2.00-30&31. Councilman Shannon seconded the motion.

Mayor Butler then called for a Roll Call Vote:

Councilman Bennett voted in favor based on the Findings of Fact;
Councilman Shannon voted in favor based on the Findings of Fact;
Councilwoman Phillips-Lowe voted in favor based on the Findings of Fact;
Councilwoman Jones voted in favor based on the Findings of Fact;
Councilwoman Peterson voted in favor based on the Findings of Fact.

The motion so passed with all present voting in favor.

Mr. Littleton presented Findings of Fact for P.H. #3, Proposed Rezoning – 525 N. Front Street,

- Lot is located on North Street
- Proposed zoning is R-2 Medium Density Residential

- Proposed zoning keeps the parcels in compliance with the Comprehensive plan

Mayor Butler called for any questions, there were none.

Mayor Butler then called for a Roll Call Vote:

Councilman Bennett voted in favor based on the Findings of Fact;
Councilman Shannon voted in favor based on the Findings of Fact;
Councilwoman Phillips-Lowe voted in favor based on the Findings of Fact;
Councilwoman Jones voted in favor based on the Findings of Fact;
Councilwoman Peterson voted in favor based on the Findings of Fact.

The motion so passed with all present voting in favor.

Assistant City Manager Anderson presented New Business # 2, Present appraisal estimate for valuing 525 N. Front Street lands. A quote was given by Carmean Appraisal Group to appraise both of the lots and prepare a report to reflect the individual values in the amount of \$2,500. The appraisal should be delivered within 2 weeks from the date of the approval to proceed. Councilman Bennett made a motion to approve hiring Carmean Appraisal Group in the amount of \$2,500 to appraise City owned lands at 525 N. Front Street. Councilman Shannon seconded the motion; motion so passed with all present voting in favor.

Assistant City Manager Anderson presented New Business #3 – Show Seaford Industrial Park sign re-facing. Mr. Anderson explained that the sign was showing its age and the lights appeared to be damaged by a truck making entrance to the Industrial park. He added that the departments worked together to get the sign re-painted along with the lights working and new landscaping. A picture was shown of what the sign looks like completed. He thanked everyone for their efforts on a job well done.

Mayor Butler presented New Business #4, Appoint the 2012 Municipal Board of Election. He stated that serving a three-year term will be Jean Briggs-Johnson and Charles Butler. Al Temple, Earl Conaway and Carolyn Calhoun will be serving on the 2012 Municipal Election Board for the purpose of resolving complaints filed regarding the conduct of the municipal election. The following staff members who will work the 2012 Municipal Election as follows: Dolores Slatcher, all day (relief), Trisha Newcomer, all day (relief), Sharon Drugash, all day (relief), Jeanne Sapp, 9 a.m. to 2 p.m., Annette Cole, 9 a.m. to 2 p.m., Tina Hurley, 2 p.m. to 6:30 p.m. and Tracy Torbert, 2 p.m. to 6:30 p.m. Councilwoman Phillips-Lowe made a motion to approve the Municipal Election Board as presented. Councilwoman Jones seconded the motion; motion so passed with all present voting in favor.

Assistant City Manager Anderson presented New Business #5, Request from the Seaford District Library to allow Soroptimist International of Seaford to use their building located at 402 N. Porter Street for their "Cinderella's Closet" project. Mr. Anderson explained that the Cinderella Closet is a non-profit event which gives girls in the surrounding communities the opportunity to "rent" prom and formal gowns for their upcoming proms, galas, dances, etc. The project is operated in a "Shoppe

Like” atmosphere where girls can come in to try on the gown and potentially rent them. They are requesting the use of the building at 402 N. Porter Street to be used to do this project. In the past, they used Affordable Elegance building located on Stein Highway, however, there was damage done to the building in a vehicle accident and that is not an option for them this year. They are requesting to be open to the community every Saturday in March and April from 9 a.m. to 2 p.m. with 4 members on site and the highest expected visitor total would be about 25 people over the given period of time. Mr. Anderson stated that it is recommended to do this as a onetime approval for this request. Councilman Shannon made a motion to approve the request as presented. Councilwoman Jones seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

SCAT dinner meeting, March 7th at DiFebo’s Bistro on the Green at 6 p.m.

ANNUAL MUNICIPAL ELECTION INFORMATION

- Election date is Saturday, April 21, 2012 from 10:00 a.m. until 6:00 p.m.
- Candidate filing deadline and Voter Registration deadline is March 23, 2012 by 5:00 p.m.
- All interested candidates must file with the City Manager before the filing deadline.
- The Mayor and two Council Members’ positions are up for election. These positions are currently held by Mayor Edward H. Butler, Jr., Councilwoman Grace S. Peterson and Councilman William G. Bennett.
- Candidate filings to date are:
 - Mayor – Councilman William G. Bennett and Councilwoman Pat A. Jones
 - Council – Councilwoman Grace S. Peterson, Douglass Lambert and David Genshaw

COMMITTEE REPORTS

Councilwoman Peterson reported 702 E Ivy Drive demolition has been completed. Chesapeake Utilities is in the Market Street area installing a 6 inch main gas line. Riverfest will be having a fundraiser night at Pizza King on March 19th.

Councilwoman Jones reported that there was a volleyball meeting last week and there will be a softball meeting this Thursday. There will be information in the money mailer with the new events. That publication is scheduled to go out March 12th. She added that the Parks department is working on trimming.

Councilwoman Phillips-Lowe reported that workshop information for the FY13 budget has been distributed.

Councilman Shannon stated that the new Sergeant’s vehicle is on the road.

Councilman Bennett reported that the fire department is busy with ambulance runs and they have a new ambulance which is on order and should arrive within the next 6-8 weeks. The electric department has been working on a cost estimate for the new AFRAM location,

the Stoneybrook installation and tree trimming in Westview. Ed Toumberlin and David Jones have been attending a class in Dover once a month. He added that about 120 poles had cooper stolen off of them and three arrests were made by the police department related to that case.

With no further comments, Mayor Butler called for a motion to adjourn the Regular Meeting of Mayor and Council. Councilwoman Jones so moved. Councilwoman Peterson seconded the motion and the motion so carried with all present voting in favor. Mayor Butler adjourned the meeting at 7:36 p.m.

Charles Anderson, Assistant City Manager

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