

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

May 22, 2012

7:00 PM

Mayor William G. Bennett 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 David Genshaw. Dolores J. Slatcher, City Manager, and Charles Anderson, Assistant City Manager, were also present.

Councilwoman Jones offered the opening prayer and Mayor Bennett led those present in the Pledge of Allegiance.

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

Mayor Bennett called for a motion to approve the Minutes of the Regular Meeting of May 8, 2012. Councilwoman Jones made the motion to approve the minutes of May 8, 2012. Councilman Shannon seconded the motion. The motion so passed with all present voting in favor.

Mayor Bennett announced that Councilman Shannon will serve as Vice-Mayor for the year.

Mayor Bennett then appointed persons to serve on City committees for the year.

- Antique Fire Truck Restoration Committee – Bill Slatcher, Rick Marvel, Barry Calhoun, Ron Marvel, Mike Vincent, Mark O'Bier, Randy O'Bier, Wayne Rigby, Ben Peterson, John Botdorf, Boyd Taylor, Byron Taylor
- Council Liaison Assignments:
  - Councilwoman Leanne Phillips-Lowe – Operations
  - Councilman David Genshaw – Parks & Recreation
  - Councilwoman Pat Jones – Administration
  - Councilman Rhea Shannon – Police & Fire Commissioner
  - Councilwoman Grace Peterson – Electric
- Economic Development Committee – Councilman Rhea Shannon, Mayor Bill Bennett, Councilman David Genshaw, City Manager Dolores Slatcher, Assistant City Manager Charles Anderson, ED Manager Trisha Newcomer
- Electric Committee – Councilwoman Grace Peterson, City Manager Dolores Slatcher, Director of Power Rick Garner, Sharon Drugash, Dave Downes, Tony Lowe, Bud Snyder, Dale Odenwelder
- Emergency Preparedness Committee – Mayor Bill Bennett, Chair Rhea Shannon, City Manager Dolores Slatcher, Assistant City Manager Charles Anderson, Police Chief Gary Morris, Fire Chief Mark O'Bier, Trisha Newcomer, Pat Ryan, John Leverage, Greg Cramer, Nancy Harper

- Housing Appeals Board – Councilwoman Pat Jones, Councilwoman Grace Peterson, Councilman Rhea Shannon, Councilman David Genshaw, Councilwoman Leanne Phillips-Lowe
- Operations Committee – Councilwoman Leanne Phillips-Lowe, City Manager Dolores Slatcher, Assistant City Manager Charles Anderson, Judy Schwartz, Director of Public Works Berley Mears, Vijay Purandare, David Sacks
- Parks and Recreation Foundation Committee – Councilman David Genshaw, City Manager Dolores Slatcher, Superintendent of Parks and Recreation Scott Coulbourn, Chad Herr, Darnell Savage, Tina Hurley, Austin Kraft, Norma Ortiz
- Planning and Zoning Commission – Rick Peterson, Wayne Sammons, Al Temple, John Leverage, Mark Grasset, Doug Butler, Arsie Burton
  - Non-Voting Members – Fire Chief Mark O’Bier, Building Official Joshua Littleton

Mayor Bennett called for a motion to approve the committee appointments. Councilwoman Jones made the motion to approve the persons listed to serve on City committees for the year. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

Mayor Bennett asked if there was any correspondence. City Manager Slatcher said that there was none.

City Manager Slatcher presented New Business # 1, request for approval renewing the contract with Adkins Management for Hooper’s Landing Golf Course for 3 more years. She then called forward Chris Adkins of Adkins Management to discuss the progress that has been made at Hooper’s Landing. Mr. Adkins introduced Butch Holtzclaw of Adkins Management and Greg Thomas, Superintendent at Hooper’s Landing. He said that Mike Connor, the Golf Pro, could not be present due to a prior commitment. Mr. Adkins said that he has enjoyed working at Hooper’s Landing over the last two years, and that the course is in excellent shape. He said that there has been a lot of positive feedback from the golfers, and there have been a lot of repeat players. He added that the weather has also been in their favor this year, and has helped the course see a lot more golfers this year than last. Mr. Adkins then asked City Manager Slatcher to go over the highlights of the agreement.

City Manager Slatcher explained that the City is nearing the end of its two year agreement with Adkins Management, which extended from July 1, 2010 through June 30, 2012. She said that the proposed agreement is for three years, running from July 1, 2012 through June 30, 2015. One of the changes in the proposed agreement is that the City will start paying the electric, as opposed to billing Adkins Management for the electric and then reimbursing them. She said that the advertising costs will be split between the City and Adkins Management. Adkins Management will continue with the outlined course maintenance and professional shop operations, but will also be converting the current storage area into a snack bar at their expense. They will cover all costs and will receive all revenue from snack bar sales. She said that this will provide an in-house eating area for golfers, as well as being open to pool members. She added that the City is still subsidizing the course, though it is improving. She recommended that the new agreement be revisited in two years, so that the City can make a decision about the long-term operation of Hooper’s Landing after four years of working with Adkins Management. City Manager Slatcher said that the golfers

seem happy with the course, and that the pro shop is seeing a lot of sales of merchandise and golf clubs, as well as private lessons and club rentals.

Mr. Adkins added that Hooper's Landing has become affiliated with the First Tee Program and the local Boys & Girls Clubs, which has allowed them to work with children who are getting involved with golf. Mayor Bennett commented that he has heard a lot of positive feedback from non-golfers as well about the overall improved appearance of the golf course.

Mayor Bennett solicited any questions. There being none, he called for a motion. Councilman Shannon made the motion to approve Adkins Management agreement as presented for the period of July 1, 2012 through June 30, 2015. Councilwoman Phillips-Lowe seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 2, request from SVFD to purchase a new rescue truck. She called forward Fire Chief Mark O'Bier. Chief O'Bier introduced the members of the Rescue Truck Replacement Committee, SVFD President J.C. Willin, Vice President Doug Butler, Curt Purse, and Rich Toulson. He then called forward Curt Purse as Chairperson of the Committee to present information on the request.

Mr. Purse said that the current rescue truck that they are looking to replace is a 1986 Pierce Walk-In Heavy Rescue truck, which cost \$250,000 at the time it was purchased. The truck's features include a breathing air cascade system, a 20kw generator, a 20,000 lb. rear winch and a telescoping light tower. He said that bid packages for the new truck went out to five manufacturers: Pierce, Seagraves, Four Guys, Ferrara and Rescue 1. The bids were due by 5 p.m. on April 27, 2012. Out of the five companies, Pierce was the only one to submit a bid for the truck. The new rescue truck that SVFD is looking to purchase is a 2013 Pierce Velocity Heavy Duty Rescue, with features and equipment including:

- 8 man crew cab
- 300 gallon water tank
- 20 gallon Class A foam cell
- Two telescoping light towers
- Breathing air cascade system
- 30kw AC generator
- 25,000 lb. rear winch
- 9,000 lb. portable winch
- Tandem rear axles
- Awnings

Mr. Purse said that the truck's safety features include:

- Compliant with current NFPA 1901 Standards
- Electronic stability control system
- Frontal and side impact protection (air bags)
- Seat belt monitoring system
- Pierce's Information Center LCD displays

- Vehicle data recorder
- Rear walk up stairway to access top side storage
- Vehicle camera system – Back up and turn signal cameras

Mr. Purse added that the many possible goals and uses of the new truck will include:

- Vehicular extrications
- Breathing air
- HAZMAT
- Industrial/Farm Rescue
- Dive Support
- Structural fire ground support
- Scene Lighting
- Emergency AC power generation

Mr. Purse stated that the cost of the truck is \$797,831. A discount of \$41,815 is given for a 100% prepayment, bringing the balance that SVFD is requesting from the City to \$756,016. SVFD will pay for the tools and equipment, at a cost of approximately \$75,000. He said that the estimated delivery of the truck is between February and March of 2013. City Manager Slatcher explained that the rescue and aerial trucks are replaced every 25 years, and that the money will come out of the equipment reserve fund, which currently has a balance of just over \$800,000.

Councilman Genshaw asked what will happen to the existing truck once the new one arrives. Chief O'Bier explained that the old truck would either be put out to bid or turned over to a used equipment dealer to be sold, and the proceeds of that sale would be put back into the new truck, in the form of equipment. He said that they are hoping to make between \$30,000 and \$40,000 off of the sale of the old truck. Councilwoman Jones asked if it was unusual to have only received one bid on the truck. Mr. Purse said that it is very unusual, especially considering the current state of the economy. He said that he spoke with representatives from the other four companies, who said that they just did not wish to bid on the truck.

Mayor Bennett explained that the truck will have firefighting capabilities when responding to accident scenes where vehicles may be on fire, and will not have to wait for the engine to arrive on scene to put out the fire. He said this is a good feature to have, especially during the daytime when manpower is decreased due to many of the volunteer firefighters being at work. Mr. Purse added that this will be the first truck responding to accident scenes because it will have all the necessary equipment. Chief O'Bier stated that SVFD will also be taking out an insurance bond on the truck, so that their money is protected should anything happen to the manufacturer before they take delivery of the truck.

Mayor Bennett solicited any questions. There being none, he called for a motion. Councilman Shannon made the motion to approve the SVFD to use the Equipment Reserve funds for the purchase of their new Rescue Vehicle. Councilman Genshaw seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 3, bids for used generator. There were three bids received for the portable generator, none of which were within the budgeted amount of \$25,000. She explained that it is the recommendation of Berley Mears that none of the bids be accepted, and that the money be transferred into next year's budget for the item to be re-bid next fiscal year.

Mayor Bennett solicited any questions. There being none, he called for a motion. Councilwoman Phillips-Lowe made the motion to accept the recommendation from Berley Mears, DPW, to not award the bid for the used generator due to a lack of funds and to authorize the budgeted amount of \$25,000 to be placed in reserves to be used for the future purchase of a generator for the sanitary sewer lift stations and water pumps. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 4, letter of request from Nanticoke Health Services to obtain lands from the City of Seaford in the amount of 775 square feet currently in its right-of-way. She said that this additional land is being requested to fulfill the setback requirement for the property, and the final survey of the property must include this right-of-way area. She explained that there is a manhole nearby, but it is located just outside of the area being requested, so no easement is required.

Mayor Bennett solicited any questions. There being none, he called for a motion. Councilwoman Peterson made the motion to donate to Nanticoke Health Services 775± square feet of land in the City right-of-way on East King Street adjacent to Lifecare at Lofland Park. Councilwoman Phillips-Lowe seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 5, reminder that employee summer hours begin on May 29<sup>th</sup>. Utilities and Parks and Recreation Departments work 7 a.m. until 4 p.m. Code and Administration Departments work split shifts, with the Office open from 7 a.m. until 5 p.m. No action was necessary as this item was for information purposes only.

City Manager Slatcher presented Old Business # 1, results of the Special Election held on May 14, 2012. She reported that the election for the issuance by the City of Seaford, Delaware of up to \$1,903,812 maximum principal amount general obligation bond to finance the installation of water meters and other associated equipment throughout the City of Seaford failed to be approved. No action was necessary, as this item was for information purposes only.

City Manager Slatcher presented Old Business # 2, present for a decision the proposal presented at the May 8<sup>th</sup> Council Meeting by Integra the numbers for health and life insurance and administrative fees for the partially self-funding employee benefits, effective June 1, 2012 through May 31, 2013. She said that the quote from Unimerica Option 9c, the current carrier, will increase the employee's share of the premium. The weekly amounts paid by employees will be \$7.97 for Single Coverage (\$2.08 increase), \$71.22 for Employee/Spouse/Family Coverage (an increase of \$18.98), and \$44.04 for Employee/Child(ren) Coverage (an increase of \$11.70).

Mayor Bennett solicited any questions. There being none, he called for a motion. Councilwoman Jones made the motion to accept the recommendation from Kris Smith, Integra to accept option 9c with Unimerica as presented and to accept the recommendation from the Benefits Committee for the increased cost share by employees for this plan. Councilman Genshaw seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented Old Business # 3, second reading and adoption of an Ordinance to amend Chapter 16 of the Municipal Code of Seaford, Delaware relating to "Exemptions from Taxation" and updating definition of family.

Mayor Bennett solicited any questions. There being none, he called for a motion. Councilwoman Phillips-Lowe made the motion to adopt the Ordinance amending Chapter 16 of the Municipal Code of Seaford, Delaware relating to "Exemptions from Taxation" and updating the definition for family as presented. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

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

- Delaware League of Local Governments dinner meeting on May 24<sup>th</sup> at the Sheraton in Dover at 6 p.m.
- City closed on May 28<sup>th</sup> for Memorial Day Holiday
- Memorial services at Kiwanis Park at 11 a.m. preceded by parade with line-up at 10 a.m. and step-off at 10:20 a.m.
- Seaford High School graduation on June 1<sup>st</sup> at 6 p.m. at Bob Dowd Stadium
- Mayor Butler's Retirement Dinner on June 2<sup>nd</sup> at 5 p.m.
- DEMEC 2<sup>nd</sup> Generator Commissioning Ceremony in Smyrna at 11 a.m. on June 7<sup>th</sup>

#### **COMMITTEE REPORTS**

Councilwoman Peterson reported that the Electric Department is almost done with the installation of the infrastructure at Stoneybrook, as well as working on installing two transformers. She said that John's Tree Service has been working on trimming trees in Westview. She added that the Department will soon be advertising for the Electric Superintendent position.

Councilwoman Jones reported that the Administration Department has been working on distributing information about health insurance renewal and the Flex Spend plan, as well as preparing the budget for the upcoming fiscal year. She said that June has also been working on scheduling for summer hours, and reassigning tasks for a temporary shortage of personnel.

Councilwoman Phillips-Lowe reported that the Seaford Enhancement Team will be holding their Community Yard Sale on Saturday, May 26<sup>th</sup>, and they will also have a booth set up at the Heritage Weekend at the Ross Mansion. She said that applications for the Mayor's Right Choice Award are due by May 25<sup>th</sup>. She reported that there will be a Riverfest fundraiser held at Pizza King on June 11<sup>th</sup>. She said that the Code Department has been working on violation letters. She added that the Public Works Department has been busy with the Washington Street Stormwater Project, as well as Cleanup Week, which was held the week of May 14<sup>th</sup> – 18<sup>th</sup>.

Councilman Shannon reported that the Police Department has been working on training and cell phone enforcement. He said that they are also participating in the Click It or Ticket program.

Councilman Genshaw reported that the Parks Department has been busy cutting grass. He said that they have also been working on the fountain at Kiwanis Park, as well as doing some work at the Seaford Community Swim Center in preparation for its opening.

Mayor Bennett announced that children from Frederick Douglass Elementary School will be singing on the front steps of City Hall at noon on Friday, May 25<sup>th</sup>.

With no further comments, Mayor Bennett called for a motion to adjourn the Regular Meeting of Mayor and Council. Councilwoman Peterson so moved. Councilwoman Jones seconded the motion and the motion so carried with all present voting in favor. Mayor Bennett adjourned the meeting at 7:51 p.m.

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Dolores Slatcher, City Manager

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