

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

June 12, 2012

7:00 p.m.

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

Councilman Genshaw offered the opening prayer. Mayor Bennett led those present in the Pledge of Allegiance.

Mayor Bennett solicited changes to the agenda. City Manager Slatcher stated there was one addition, to add Executive Session for the purpose of discussing negotiations.

Mayor Bennett called for a motion. Councilwoman Phillips-Lowe made a motion to add an Executive Session for the purpose of discussing negotiations. Councilman Genshaw seconded the motion, with all present voting in favor.

Mayor Bennett called for a motion to approve the Minutes of the Regular Council meeting of May 22, 2012. Councilwoman Jones made the motion to approve the Minutes of the May 22, 2012 Regular Council meeting. Councilwoman Peterson seconded the motion. Motion so passed, with all present voting in favor.

Mayor Bennett stated the recipient of the Mayor's Right Choice Award, Zoe Iman Laws, was sick and unable to attend the meeting. He will present the award to her at the next Council Meeting.

Mayor Bennett then asked Rick Garner, Director of Power, to come to the podium to show the plaques from the APPA Safety Award and RP3 Award and give background information on these awards given to the Electric department.

Mr. Garner stated the Electric department has been recognized as a Reliable Power Provider by the American Public Power Association (APPA). Seaford is one of 94 public utilities to earn the recognition this year. The Reliable Public Power Provider (RP3) program was developed by APPA to encourage public power systems to demonstrate proficiency in four important disciplines: reliability, safety, work force development and system improvement. The Electric department was also one of 98 public power utilities to earn the APPA's Electric Utility Safety Award of Excellence for safe operating practices in 2011. Mr. Garner stated he was honored to make this announcement, but the credit goes to the lineman and staff of the Electric department for their hard work and dedication, and to Mayor and Council for their continued support of the utility operations.

Mayor Bennett then asked for any correspondence. City Manager Slatcher stated there was a thank you card from former Mayor, Ed Butler. He wanted to thank everyone for their hard

work in preparing his retirement party. He also wanted thank everyone for the presentations, the power point and the support of everyone.

City Manager Slatcher presented New Business #1, present for approval the engineering agreement with George, Miles and Buhr for the Porter Street Flood Control Project Contract B. She stated the services to be provided would be to conduct supplemental field investigations and survey work as necessary, coordinate with Chesapeake Utilities to locate a newly installed gas main on Harrington Street, modify plans and specifications to reflect current developed conditions and regulatory requirements and modify bid documents to incorporate SRF funding requirements. They would assist the City in the acquisition of applicable construction permits and assist in advertisement and bidding of the project. She stated it is estimated to take four to six weeks. They would start the work within two weeks if given the approval. The estimated fee is \$31,400.

Mayor Bennett called for a motion. Councilman Shannon made a motion to approve the engineering agreement with George, Miles and Buhr to update the plans and perform the Scope of Services as outlined in their May 31, 2012 letter in the amount of \$31,400. Councilwoman Phillips-Lowe seconded the motion, with all present voting in favor.

City Manager Slatcher presented New Business #2, present for approval an Agreement of Sale of land in the Ross Business Park to Baseline Construction, Inc. for expansion of their building. She stated it is approximately 2.0338 acres \pm at \$55,000 an acre, for a selling price of \$111,859.00. The seller will provide an ALTA form commitment for title insurance from the title company. The agreement is also contingent on the property being subdivided under the City of Seaford Zoning Ordinance.

Mayor Bennett called for a motion. Councilwoman Peterson made a motion to approve the Agreement of Sale of approximately 2 \pm acres of land in the Ross Business Park to FED EX. Councilman Genshaw seconded the motion, motion so passed with all present voting in favor.

City Manager Slatcher presented New Business #3, the new Schedule of Rates and Fees for the FY2013 Budget year. She stated there were only three changes. The changes were the property tax rate and the water and sewer utility rates.

Mayor Bennett called for a motion. Councilwoman Phillips-Lowe made a motion to approve the Schedule of Fees dated effective July 1, 2012. Councilwoman Jones seconded the motion. Motion so passed with all voting in favor.

City Manager Slatcher presented New Business #4, present for adoption the FY2013 Budget. The revenue without any internal transfers is \$25,199,962 that is a 10.16% reduction from the FY2012 budget. She showed charts with the sources of revenue and expenditures by category and department. She stated the biggest source of revenue is charges for services, which are mainly for electric charges. She stated the biggest expenditure is electric distribution, which includes our purchased power.

Mayor Bennett called for a motion. Councilman Shannon made a motion to approve the FY2013 budget as presented. Councilwoman Peterson seconded the motion, with all present voting in favor.

City Manager Slatcher presented New Business #5, an easement by Chesapeake Utilities to expand their services. The easement is for the property at the corner of High Street and Market Street. It is five feet on two sides, they are trying to extend gas and take it out of Spring Street.

Mayor Bennett called for a motion. Councilwoman Jones made a motion to approve an easement to Chesapeake Utilities on lands of the City of Seaford, Tax Map and Parcel #431-5.00-297.00 as recorded in the Recorder of Deeds, D/R 3470/166. Councilwoman Peterson seconded the motion. Motion so passed with all voting in favor.

REMINDER OF MEETINGS & SETTING OF NEW MEETINGS:

- Sussex County Prayer Breakfast on June 18th @ Crossroads Church
- Greater Seaford Chamber Mixer on June 14th @ the Seaford Star/Home Team Realty

COMMITTEE REPORTS:

Councilwoman Peterson reported that Ed Tumberlin of the Electric department is back to work on light duty. The electric outages at the end of May were due to a squirrel. A relay failure was eliminated and there may be a possible problem with a breaker. The tree trimming by the contractor in Westview is ongoing. There were two 30,000 gallon fuel tanks at the power plant that were emptied, cleaned and decommissioned in accordance to EPA regulations on June 4th and 5th. There are a few more items to be done to complete the decommissioning process. On June 7th DEMEC celebrated a generator addition at the Beasley Power station in Smyrna. The addition will help in generating capacity from 50 megawatts to 100 megawatts.

Councilwoman Jones wanted to commend June Merritt, Director of Finance, and Dolores Slatcher, City Manager on the balanced budget. On June 8th there was an employee meeting with Integra for the health insurance renewal information. There is still preparation for FOP negotiations. The utility bills went out on Monday and there is a Block Watch meeting Monday night. The covered dish dinner starts at 6:30 p.m. and the program starts at 7:00 p.m. Barbara Elliott from the Nanticoke Senior Center will be the speaker.

Councilwoman Phillips-Lowe reported that in the Code department the Sussex Conservation District has finished the ditch dip out in the Industrial Park. The Code department sent out approximately 58 violation letters and issued eight building permits. The WWTF is running well. New traffic control signs have been installed in the Compost facility and the annual DNREC inspection is set for June 19th. The Washington Street Stormwater Project is on

schedule and all pipe work is complete. The Economic Development/IT department is working on Riverfest that will be held July 12th-14th.

Councilman Shannon reported the Police Department is participating in motorcycle safety and cell phone enforcement.

Councilman Genshaw reported that coed softball starts June 17th and ends July 28th. The Recreation department is planning a 50th anniversary celebration for the football program. There will be a modified softball tournament August 4th. The youth wrestling program is going on at the Middle school this month. The Parks department is working on the football field known as City Field to get it ready for the planting of grass.

There being no other business, Mayor Bennett called for a motion to move to Executive Session for the purpose of discussing negotiations. Councilwoman Phillips-Lowe made a motion to move to Executive Session. Councilwoman Peterson seconded the motion. Motion so passed with all present voting in favor.

Mayor Bennett reopened the regular Council meeting at 8:13 p.m. Mayor Bennett called for a motion to adjourn the meeting. Councilwoman Phillips-Lowe made a motion to close the regular Council meeting. The motion was seconded by Councilwoman Peterson, and so passed with all present voting in favor.

By: _____
Dolores J. Slatcher, City Manager

Attachments: Budget Charts

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