

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

February 10, 2015

7:00PM

Mayor David Genshaw called the Regular Meeting to order with the following present: Councilwoman Leanne Phillips-Lowe, Councilwoman Grace S. Peterson, Councilman Dan H Henderson, Councilman H. William Mulvaney III., and Councilman Orlando Holland. Dolores J. Slatcher, City Manager, and Charles Anderson, Assistant City Manager, were also present.

Councilman Henderson offered the opening prayer and led those present in the Pledge of Allegiance.

Mayor Genshaw solicited changes to the agenda. City Manager Slatcher stated that there was one change, that included the approval of minutes from January 27<sup>th</sup> meeting be moved to the February 24<sup>th</sup> meeting, since they had not yet been reviewed by Council.

Mayor Genshaw also wanted to thank everyone in their involvement and presence at the unveiling for the new Seaford Branding event on February 9<sup>th</sup>.

Mayor Genshaw presented New Business #1, Request to set Real Estate Property Tax Appeal for March 24, 2015 from 7 p.m. to 8 p.m. City Manager Dolores Slatcher stated this is the time for the real estate property tax appeals. The regular Council meeting may open during this time if there are not any appeals. All appellants will take precedence over regular Council business until 8 p.m. Council may hear all appeals even if they are past 8 p.m. on this date. The recommendations on the appeals will be presented to Council on April 14, 2015. Councilman Henderson made a motion to approve the Real Estate Property Tax Appeal Hearing for March 24, 2015 from 7 p.m. until 8 p.m. Councilman Holland seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 2, he requested City Manager Dolores Slatcher present the renewal for the lease agreement to George Miles and Buhr. The request is for the renewal of a one year Lease Agreement for George Miles, and Buhr LLC located at 400 High Street Seaford, Delaware. The renewal period is for April 1, 2015 to March 31, 2016, and includes an annual rent in the amount of \$40,020. Councilwoman Phillips-Lowe motioned to approve the request for the renewal of the one year lease agreement for George, Miles and Buhr in the amount of \$40,020 annually. Councilman Mulvaney seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 3, First Reading of the resolution for amendments to Chapter 6, Article 23 of the Electric Tariff for energy efficiency resources. The resolution will come back to Council for Second Reading and Adoption before being advertised and put into effect.

Mayor Genshaw presented New Business # 4, Appoint the 2015 Municipal Elections Board and Support Staff. Standing Board will include One year term: Veronica Hall, and George Logan, two year term, Arsie Burton and three year term Donald Tull and Elaine Vincent. The Staff presented to

work is Annette Cole and Jeanne Sapp from 9a.m. to 2 p.m., Shannon Elliott and Erica Colegrove 2 p.m. to 6:30 p.m. with relief including Dolores Slatcher, Charles Anderson, and Trisha Newcomer. Municipal Board will include Allen Temple, John Leverage, and Nancy Harper. Councilwoman Peterson made a motion to approve the appointed Municipal Elections Board and support staff. Councilman Holland seconded the motion. Motion so passed, with all present voting in favor.

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

- Special Workshop for Trap/ Neuter/ Release, February 17<sup>th</sup> at 6:30 p.m. in Council Chambers
- Salisbury/ Wicomico Metropolitan Planning Organization Workshop, City Hall, Council Chambers, February 25<sup>th</sup>, 5 p.m. to 9 p.m.- Federal Transportation census places Seaford and Laurel in the MPO.
- DE League of Local Governments, Duncan Center, Dover on February 26<sup>th</sup> at 6 p.m.

### **2015 MUNICIPAL ELECTION INFORMATION:**

#### **Municipal Election is Saturday April 18<sup>th</sup>, 2015**

- **Polls open 10 a.m. – 6 p.m.**
- **Voter Registration and Candidate filing is open and ends on March 27<sup>th</sup>, 2015 at 5 p.m. the close of the normal business day. Candidates need to file their application with the City Manager. Voters need to be registered in the voter registration book at City Hall. You only need to register on time. Please make sure you are registered to vote. You may register anytime during normal business hours Monday through Friday 8 a.m. until 5 p.m.**
- **2 Council positions are up for election and presently held by Councilwoman Grace Peterson and Councilman Orlando Holland.**
- **As of this date- three candidates have filed. The candidates include: Mr. Shane Beard, 600 Nylon Boulevard; Councilwoman Grace Peterson, 200 N Arch Street; and Councilman Orlando Holland, 809 Nylon Boulevard.**

### **COMMITTEE REPORTS**

Councilwoman Phillips- Lowe reported that the Fire Department responded to 37 fire calls and 308 EMS calls for the month of January. The department should have the specifications for the new ambulance and the contract to build it signed and ready to be sent in by mid-April. They currently have 9 staff members for the EMS, the 10<sup>th</sup> position has been advertised, and once this position is filled, they will be considered to be full staff. In the Police Department, several police officers will attend training, including search warrant training, pedophile investigation, and defensive tactics training. The two new Police department patrol vehicles have been ordered, and hopefully arriving

within 8-10 weeks, have been funded through Capital funds, and Sussex County Law Enforcement Grant Funds. The department continues to work on budget proposals and State Aid for Local Law Enforcement grants.

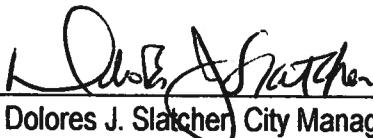
Councilman Mulvaney reported that Finance Director, June Merritt, has been working on the FY' 16 budget preparations, along with month- end account reconciliations and assisted with a FOIA request. She has also been performing routine business including payroll & benefits, purchasing, customer service, prepared a billing calculation spreadsheet to determine if any programming changes are necessary and spoke with Edmunds to resolve an issue with nightly automatic updates. The City Manager Dolores Slatcher, Assistant City Manager Charles Anderson, and Finance Director June Merritt all attended several meetings including: the Electric Retail Rate Maintenance meeting, the Gardner- Gibson Project and the AMP- Finance and Accounting Workshop in Philadelphia. The City Manager and Assistant City Manager also attended Senator Venables tribute dinner, and Representative Short coffee meeting. Assistant City Manager has also been working on the Police Department generator project, the Parks building bid documents and the Route 20 Sewer Extension progress meeting.

Councilman Holland reported Superintendent of Parks and Recreation department, Natalie Wilson, and staff has been continuing preparations for the budget and preparing for the 150<sup>th</sup> Anniversary Celebration. Basketball games and practices have been routine and the Parks department will begin prepping for upcoming spring sports and working on getting the Softball fields ready for the spring. Movie night will start February 21<sup>st</sup> at 7:00 p.m. at the Boys and Girls Club and will be showing Finding Nemo. Parks Coordinator, Gary Andrews, attended the Pest Management conference, and both Parks & Recreation Staff will soon be attending the Delaware Recreation and Parks Society annual conference.

Councilman Henderson reported that Trisha Newcomer, ED/ IT Manager, worked on software at the Police Department and fixed miscellaneous computer issues. She also fixed an issue with an NAS drive and rack monitor through Dell. Trisha held multiple conference calls with the Communities of Distinction Show, worked on Riverfest logo, and prepared and attended the Branding Ceremony, as well as attended the Lunch and Learn Event, a meeting with Senator Carper, Seaford Tomorrow meeting, 150<sup>th</sup> Anniversary meeting and Live for Chocolate. Director of Public Works, Berley Mears, reported that they issued a Notice to Proceed with the Route 20 Sewer Extension Project, have worked on the 2016 fiscal year budget, collected the required state test samples, and performed pump station and equipment maintenance. The Public Works department will soon begin working on the sink hole in front of Seaford Dental, install a new water tap at 117 High Street, repair a manhole on Market Street and replace the remaining Porter Street water services. In Waste Water, the plant has been running smoothly as well as the leachate treatment, compost sales have been slow, and Bryant has been working on the WWTF FY 16 budget. In the Code Department, Building Official Josh Littleton, reported that 16 code related letters have been sent out, both friendly and violation. Six building permits were issued, and the Department has worked on Zoning Ordinance draft revisions. Mr. Littleton attended a HART meeting in Dover and also hosted a meeting between the State Fire Marshal's office, the Fire Chief, and a Civil Engineer for an upcoming project.

Councilwoman Peterson reported that Rick Garner, Electrical Engineer has been working on the FY' 16 budget numbers and worked on specification for the new Parks Department building electrical needs. Rick Garner has also been working on completing annual rate class change reviews, code review and design specifications, submitted Tier II Hazardous Materials annual report to DNREC and attended the AMP cost of Service seminar in Philadelphia. Bill Bennett, Superintendent of Electric, reported that there was a power outage that lasted about an hour at the Meadowbridge Apartments, due to construction being done at the building. The Electric Department has also taken down all of the Christmas Lights on High Street and is continuing routine work.

With no further business, Mayor Genshaw called for a motion to close the Regular Meeting of Mayor and Council. Councilwoman Peterson made the motion to close the Regular Meeting of Mayor and Council. Councilman Holland seconded the motion and the motion so passed, with all present voting in favor. Mayor Genshaw closed the Regular Meeting at 7:16 p.m.

  
Dolores J. Slatcher City Manager

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