

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

March 14, 2017

7:00 PM

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

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

Mayor Genshaw solicited any changes to the agenda. City Manager Slatcher stated there were none.

Mayor Genshaw called for a motion to approve the minutes of the Planning Session on February 17, 2017. Councilwoman Phillips-Lowe made a motion to approve the minutes from the February 17, 2017 Planning Session. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of February 14, 2017. Councilman Henderson made a motion to approve the minutes from the February 14, 2017 Council Meeting. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of February 28, 2017. Councilwoman Phillips-Lowe made a motion to approve the minutes from the February 28, 2017 Council Meeting. Councilman Mulvaney seconded the motion; Councilman Henderson abstained and all others presented voted in favor.

CORRESPONDENCE

There was none.

Mayor Genshaw presented New Business #1, Request from Phil Fraga, Esquire, our attorney, who is finalizing the draft for the Comcast Agreement is requesting our position on whether the City plans to retain the 3% franchise fee or increase it up to no more than 5%. City Manager Slatcher stated that the Cohen Law Group is preparing our new Comcast agreement as our old one is expiring in July. They have come back to City staff asking if the City Council would like to retain the 3% franchise fee or raise it up to no more than 5%.

Mayor Genshaw asked for any recommendations or comments from Council. Councilman Mulvaney stated that he felt that the City should go to 5% like the other neighboring communities have done. He added that this will be a ten year agreement. Councilwoman Phillips-Lowe stated that she would like to suggest to do 4% to keep us competitive. She added that it has been awhile since an increase has been made and this would be a small increase. Councilwoman Peterson

stated that since she has been on Council she does not remember ever increasing the fee. Councilman Henderson suggested that no change be made. He added that the rate is the same whether we have a 3, 4 or 5% fee. Councilman Holland stated that he was thinking about the 4% but since it is a ten year agreement that 5% is appropriate.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to approve increasing the current Comcast Franchise Fee to 5% for the Cohen Law Group to incorporate in the renewal agreement being prepared with Comcast. Councilman Holland seconded the motion. Councilwoman Phillips-Lowe asked if the fee could be negotiated.

Mayor Genshaw asked how soon this needed to be done. City Manager Slatcher stated that this is the last piece that needs to be done to finalize the agreement. Councilman Mulvaney withdrew his motion from the floor and Councilman Holland withdrew his second from the floor.

Councilwoman Peterson made a motion to approve increasing the current Comcast Franchise Fee to 4% for the Cohen Law Group to incorporate in the renewal agreement being prepared with Comcast. Councilwoman Phillip-Lowe seconded the motion; motion so passed with Councilwoman Phillips-Lowe, Peterson and Councilman Holland voting for and Councilman Henderson and Mulvaney against.

Mayor Genshaw presented New Business #2, Mayor Genshaw to present appointments for the Standing Board for Municipal Election 2017 and the Municipal Board- election 2017 (Board used for Challenges). For a one year term it will be Elizabeth Jenkins and Rick Peterson, for a two year term it will be George Logan and Elaine Vincent who will be the election judge and Sharon Drugash for a three year term. Staff workers will include Jeanne Sapp and Shannon Elliott from 6:15 until 11:00, Tracy Torbert and Erica Colegrove from 11:00 to 3:30 and Dolores Slatcher, Charles Anderson and June Merritt as relief. For the Municipal Board (board used for election challenges) that will be Nancy Harper, Pat Shannon and Bob Hudson.

Mayor Genshaw asked for any questions or comments from Council. With no questions, he called for a motion. Councilman Holland made a motion to approve Mayor Genshaw's appointments for the Standing Board and Municipal Board for the Municipal Election in 2017 as presented. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

OLD BUSINESS

There was none.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Rock the Block, a Habitat for Humanity event, see repairs@sussexcountyhabitat.org for more information, April 8, 2017 (be a volunteer); registration 8:15 a.m. – 8:45 a.m. Mt. Olivet Parking Lot.
- Nanticoke Senior Center Mixer, 1001 W. Locust Street, March 16, 2017 @ 5 p.m. until 7 p.m.

- Tennis Court re-dedication, 399 N. Market Street, March 30, 2017 @ 4 p.m.
- Clean-up Week, May 8th through May 12th, City of Seaford corporate limits only.

Municipal Election – April 15, 2017

The City of Seaford Municipal Election will be held on Saturday, April 15, 2017 in the City Council Chambers, City Hall, 414 High Street, between the hours of 7:00 a.m. E.S.T. and 3:00 p.m. E.S.T.

Two (2) Council Members will be elected for a (3) year term

All candidates must have filed by 5:00 p.m., E.S.T., February 24, 2017. Any candidate who withdraws his/her name must do so in writing. Any candidate who withdraws his/her name after 5:00 p.m., E.S.T., February 24, 2017 will still appear on the official ballot for election.

Anyone eighteen (18) years of age or older who is a bona fide resident to be eligible to vote must have been registered at the Seaford City Hall by 5:00 p.m., E.S.T., March 24, 2017. A nonresident property owner to be eligible to vote must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 15, 2016) and shall have one vote provided he or she is registered on the "Books of Registered Voters" maintained at the City Hall. Registration hours are Monday through Friday, 8 a.m. until 5 p.m. or by appointment if you cannot register during these normal business hours.

The City of Seaford has independent registration procedures for the Annual Municipal Election. To vote, you must meet the eligibility requirements and be registered on the "Books of Registered Voters" maintained at City Hall.

A person shall be required to register only one time. You are urged to check your registration if you did not vote in the last municipal election. If you have moved out of the City after your original registration, you will need to check your registry to assure you are an eligible voter.

All voters will need to show proof of residency which may be a State of Delaware driver's license, a State of Delaware identification card, a federal or state tax return with address, a City of Seaford utility bill or real estate property tax bill, or other acceptable proof of residency or ownership.

City Manager Slatcher reported that Councilman Dan Henderson and Councilman H. William Mulvaney, III and Frank Daniel Cannon, Jr. have filed for the Council positions up for election.

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported that Chief Flood, several officers and dispatchers participated in the Police Department's open house on March 2. Sgt. Little and Dispatcher T.J. Durham participated in the job fair sponsored by the Greater Seaford Chamber of Commerce at the Seaford High School on March 3. Eight applications were given to interested attendees. 911 Calls Feb 2017 were: 911 Calls: 738, cell calls: 437, VOIP Calls: 104 and admin Calls: 2,257; Calls for Service were:

police: 1,047, fire: 42 and EMS: 274. The Criminal Investigation Division recovered 30 bags of heroin and 3.4 grams of marijuana with arrests. Cpl. Linville and Cpl. Russell attended the Commercial Vehicle Interdiction training at the Delaware State Police Academy for three days. Sgt. Mike Rapa attended an eight-hour Ground Fighting class at the DSP Academy. Sgt. Horn attended an eight-hour Sex Offender Registry class at DSP Academy. The Criminal Investigation Division assisted the US Department of Alcohol, Tobacco and Firearms with the execution of a search warrant on March 7 in the Heritage Village area of Seaford. As a result, agents and detectives recovered one 9mm hand gun, numerous rounds of ammo, approximately 96 bags of heroin, one gram of marijuana, two grams of crack cocaine, several Xanax pills. One subject was arrested on federal charges. The floor in the Criminal Investigation Division was replaced with slide lock polyaspartic flooring. It also covers the edges where water occasionally would come into the room. It is used in both residential and commercial applications and only requires a mopping to keep clean as needed.

Councilman Mulvaney reported that the Route 13 water main project continues with 1000 feet installed south to the warehouse adjacent to Dover Pools; 325 feet remains until the project will be completed. The contractor grinding the leaf and limb area began on March 6th and will continue at least through this week. During the liaison meeting on March 13th several options regarding movement and/or excavation of the bagged grass and leaf area and funding for same was discussed with Director Mears developing a plan.

Berley ordered the material needed to repair the golf course irrigation main and prepared the budgets for both the Public Works Department and Wastewater Treatment.

The Wastewater Treatment Plant performance continues to be consistently good and leachate treatment remains well with no maintenance issues reported. All routine tasks in public works including equipment maintenance continue to be accomplished despite the personnel shortage.

Councilwoman Peterson reported Building Official Josh Littleton has been working on evaluations and completed his 2018 budget and attended the Demolition Bid opening. He has also completed several building plan and permit reviews and met with commercial property owner and contractor. The take-out restaurant at 117 High Street is 90% complete.

In Parks and Recreation, Superintendent Katie Hickey reported that youth wrestling and youth basketball is finished. Softball practices started March 1, and pre-season soccer started March 12. They are preparing for "Light It Up Blue" for Autism Awareness at Gateway Park on April 3rd. The parks dept. is starting to prep fields for softball, soccer and football.

Councilman Henderson reported Electrical Engineer Rick Garner reported he assisted in the replacement of both SCADA master station computers, and the installation of an SQL server. He coordinated the repair of fiber optic installation. Rick re-processed or processed

3 solar applications. The City is now within 7 kW of its permitted total distributed energy allowance. He assisted with substation maintenance and commissioning of Breaker 330 at the Ross substation. A test of the SCADA link to the WWTF solar facility was performed, and he attended training for the solar system web portal.

Superintendent Bill Bennett reports that work on the Fallon Avenue pole relocation project is ongoing. The demolition of the building and removal of underground tanks at 60 North Pine Street Extended has been completed for the Pine Street Substation Expansion Project. Progress continues on other major projects around the city including the Meadowbridge Apartments, Residences at Riverplace, and Perdue Grain and Oil Seed construction sites. Regular testing of the transformer, breakers, and relays at the Ross Substation was completed with the assistance of Downes Associates. Personnel performed other periodic and routine tasks during the course of normal business. There were no outages reported during this period. The new service truck has been delivered and accepted. Departmental budget requests for FY 2018 were submitted. Bill worked on employee evaluations during this period, and he attended training for the solar system web portal.

Councilman Holland reported that The Cummings Building demolition is completed. Agreements for Asset Management; AMI; and Pine Street Substation and other Improvements have been signed. Several Materials Request for Proposals with DEMEC have been approved and the orders released to various vendors Engineering agreements have been signed for Asset Management. Working on FY'18 Budget, reviewing grants for Asset Management Project, preparing month end reconciliations, processed non-payment disconnects and prepared bills for February consumption and all other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

With no further comments Mayor Genshaw called for a motion to adjourn the meeting. Councilwoman Peterson made a motion to adjourn the meeting. Councilman Henderson seconded the motion. Motion so passed with all present voting in favor and the meeting was closed at 7:21 p.m.

Dolores J. Slatcher, City Manager

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