

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

April 11, 2017

7:00 PM

Mayor David Genshaw opened the Real Estate Property Tax Appeal Hearing at 7:00 p.m. with the following present Councilman Dan H Henderson, Councilwoman Grace S Peterson, Councilman H. William Mulvaney III, and Councilman Orlando Holland. Councilwoman Leanne Phillips-Lowe could not be in attendance due to a family emergency. He explained that if any appeals come in prior to 8:00 p.m., they will stop the Regular Meeting and the appeals will take precedence. City Manager Slatcher said that Mr. David Hickey, the City's licensed tax assessor, was present to take appeals. She explained that the City's assessed property values are based on a 2008 assessment, and that any appeals should be based on the fact that the assessments were done incorrectly at that time. She added that Mr. Hickey will take the information from the appeals, and will try to have his recommendations for those appeals done for the Council Meeting on May 9, 2017.

Tracy Torbert, Real Estate Property Tax Representative called on the first property owner, Donnie Dickerson.

Mr. Dickerson, representing the St. Johns Church, came forward to present information on the property at 239 N. Conwell Street, St. John's Church Parsonage.

Mr. Hickey referenced the house, verifying the number of bathrooms, the basement, etc.

Mr. Dickerson stated that his concern is with the assessed land value of the property, being that it is a little over one acre, and is assessed at \$250,000.00, which seems to be much higher than surrounding lots on that street of similar size.

Mr. Hickey stated that he would take a look at comparable lots, and make adjustments as needed.

Ms. Torbert, called on the next property owner, Eileen O'Daniel.

Mrs. O'Daniel, property owner of two lots on E. Porter Street, stated that her husband had purchased the property in 2005, in hopes of building townhomes on the lots, and he has since passed away and she was left the lots. In researching comparable lots, she found two that were assessed at a much lower value.

Mr. Hickey stated, that after reviewing the information on the lots that Mrs. O'Daniel owns, the value of the lots was in line with other similar lots, on file for 2008's assessments. He stated, he would take a further look and make any adjustments if needed.

Ms. Torbert, called on the next property owner, Shailesh Patel.

Mr. Patel, property owner of 22706 Sussex Highway, stated that he purchased the 5.7-acre commercial lot in 2013, but the assessed value is much higher than what he purchased the property for. He stated that Hobby Stop, that is located next to his lot, has been trying to sell for a few years at \$400,000.00 and haven't had any luck. He believes the value of his lot needs to be adjusted.

Mr. Hickey stated that, per his records, the lot size is 3.57 acres, but the lot could possibly be on the border line for the City and County limits, and some of the property may fall into County lines. He will have to check to verify lot size, and amount. He will also compare assessments to other commercial lots from 2008 to see if his falls in line.

Ms. Torbert, called on the next property owner, George Farnell.

Mr. Farnell, property owner of 702 W. Ivy Drive, stated that his lot is a residential lot, and is assessed at \$65,000.00. In comparing with other surrounding lots of similar size, he found that his lot was higher. Mr. Farnell also stated, that in order to build on the lot, he would have to have work done, since there seems to be a drainage issue when it rains.

Mr. Hickey stated that he would take a look at the surrounding lots, and make adjustments if needed.

Ms. Torbert, called on the next property owner, Carlos and Dawn Evans.

Mrs. Evans, property owner of 601 Rosemary Drive, stated that the property was purchased in 2006 and the assessed value of their home is \$194,000.00. In 2017, they refinanced their home and the VA assessed the value at \$125,000.00. They have added a pellet stove and a shed since they purchased the property.

Mr. Hickey verified that the property had an attached garage, two full baths and one half bath and central heating and air.

Mrs. Evans stated that most of the surrounding properties are foreclosed and have not been well maintained.

Mr. Hickey stated that he would take a look at the property and what other properties have currently listed and/or sold for in that area, and hopefully can make an adjustment based off of his findings.

Ms. Torbert, called the next property owner, Nick Kypreus.

Mr. Kypreus, property owner of 815 Norman Eskridge Highway, stated that he purchased the property in 2013, and he feels that the assessed value of the property is too high. Mr. Kypreus also stated that, he wants to continue business in the City of Seaford, but operations for his business are very high.

Mr. Hickey stated that he will look further into information on the property, and make adjustments if needed.

There being no one else present for the real estate property tax appeals, Mayor Genshaw closed the Real Estate Property Tax Appeal Hearing at 7:37 p.m. and opened the Regular Meeting of Mayor and Council. Also in attendance were City Manager Dolores J. Slatcher, Asst. City Manager Charles D. Anderson and the Director of Finance June Merritt. He explained that if any property owners came in before 8:00 p.m., they would close the Regular Meeting to receive appeals.

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

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

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of March 28, 2017. Councilman Mulvaney made a motion to approve the minutes of the Regular Council Meeting of March 28, 2017. Councilwoman Peterson seconded the motion, and the motion so passed with all present voting in favor.

Mayor Genshaw called Mallory Stratton up to present the Jefferson Awards. Mrs. Stratton stated that the Lead 360 challenge, is an initiative of the Jefferson Awards Foundation, one of the largest youth service contests in America. The Challenge taps into the energy and idealism of young people, encouraging and facilitating them to share their stories of service with millions. To date LEAD360 has seen more than 6,500 projects and big ideas, engaged 1 Million young people, worked with over 40 National Partners, and has impacted more than 12 Million lives. Phase 1 National Finalists, include Braden Mannering, of Braes Brown Bags and Chase Marvil, of The Inspiring Project. Chase is a second-year finalist, and his project has impacted 91,000 lives, generated 2,000 hours, and activated 2,000 people. The Lead 360 Challenge, was promoted by seven Mayors in Delaware, including Mayor Genshaw. The City of Seaford, Phase 1 Project results, included 6 projects, 6,096 volunteers, 3,094 volunteer hours, 92,691 lives impacted, and over \$72,000 of a financial impact.

Mayor Genshaw thanked all of the participants of the LEAD 360 Challenge.

CORRESPONDENCE

Mayor Genshaw presented Correspondence #1, letter from FEMA. City Manager Slatcher stated, that the City of Seaford received a letter from FEMA, with results of the National Flood Insurance Program (NFIP) Community Rating System (CRS) field verification findings based on the City's five-year cycle application. FEMA and the Department of Homeland Security, stated that the City will retain its current rating as a CRS Class 9 Community in the NFIP and CRS. The City will continue to receive a 5% discount on the premium costs for NFIP policies, in Special Flood Hazard areas, due to the results of the flood mitigation activities the City implements to protect lives and reduce property damage.

NEW BUSINESS

Mayor Genshaw presented New Business # 1, Clean Up Week Bids. City Manager Slatcher stated that the City received one bid, that being Peninsula Oil, Inc. The price per pull is \$109.00, for a total base bid of \$18,270.00 The base bid amount is an estimate from number of pulls and disposal tonnage based off of past clean-up weeks.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilman Holland made a motion to award the Clean Up Week bid to Peninsula Oil, Inc. in the amount of \$109.00 per pull with cost of disposal tonnage provided by DE Solid Waste tickets and estimated to be a total \$18,270 with actual cost based on the actual number of pulls and tonnage disposed of. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 2, Crossgate Drive paving bids. City Manager Slatcher stated that the City received six bids for the project. The lowest bidder being Jerry's Paving for a total of \$68,888.78.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to award the bid for Crossgate Paving 2017 in the amount of \$68,888.78 to Jerry's Paving, the low bidder. Funding to be paid from DelDOT Miscellaneous Transportation Projects, FY17 Bond Bill. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 3, 2017 Street paving bids. City Manager Slatcher stated that the City received four bids for the project. The lowest bidder, Jerry's Paving, Inc. for the total of \$93,327.50.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilwoman Peterson made a motion to award Street Paving 2017 in the amount of \$93,327.50 to Jerry's Paving, the low bidder. Funding to be paid from FY17 Budget Municipal Street Aid. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #4, non-budgeted costs related to Spring 2017 pool opening. Assistant City Manager, Charles Anderson, came forward to present the information. Mr. Anderson stated that after meeting with the board for the SCSC, they reached out to Cannon Pools and Spas, vendor for the facility, to provide estimates for the needed repairs.

Mr. Anderson stated that the unbudgeted repairs include concrete joints, an estimated \$4,546.00; repairing loose tile for an estimated \$1,400.00 and repair coping stone, for \$5,760.00. The total of the estimated repairs is \$11,706.00. Cannon Pools and Spas recommended replacing several filter elements, for a cost of \$4,848.00. After discussion with the SCSC, this portion of work will be included in the FY'18 budget request, and be done later in the year after opening.

Mr. Anderson stated that after reviewing the items with the Director of Finance and the City Manager, they are recommending to Council that the budget shortfall be addressed with funds from the GMB rent proceeds, so that the repairs can be made prior to the scheduled 2017 Spring opening.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to approve the unbudgeted repair work at the Seaford Community Swim Center in the amount of \$11,706 to be paid for from the GMB rent reserve account. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Clean-up week, May 8th through May 12th, City of Seaford corporate limits only.
- City Offices and all Departments except the Police will be closed for Good Friday on April 14, 2017.
- Ribbon Cutting at Residences of Riverplace Apartments, Water Street on April 21st at 2:30 p.m.
- April 22nd – EARTH DAY
- Ribbon Cutting at the Oak and Owl on April 17th at 12:00 p.m.

2017 MUNICIPAL ELECTION INFORMATION

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.

VOTER REGISTRATION CLOSED FRIDAY, MARCH 24, 2017.

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.

(Candidates who have filed are Councilman Dan Henderson, Councilman H. William Mulvaney III; and Frank Daniel Cannon, Jr.)

COMMITTEE REPORTS

City Manager Slatcher reported on behalf of Councilwoman Leanne Phillips-Lowe that Seaford Police Department's, Sgt. Little and Sgt. Miller attended a 40-hour supervisor class at Dover PD. This is the second class in their FBI LEEDA series. On March 31, 2017 "A" Squad became involved in a short pursuit on Atlanta Road to the Wesley Church area

where the suspect was apprehended. The subject, who was wanted by the courts, was in possession of a fully loaded 9mm semi-automatic handgun. Patrol recovered approximately 57 bags of heroin, 3.5 grams of marijuana, one gram of crack cocaine and one 9mm semi-automatic handgun. On April 5, 2017, the department handled a STAR team call out and this is National Telecommunications Week.

911 Calls for March 2017 are:

911 Calls: 708

Cell Calls: 408

VOIP Calls: 98

Admin Calls: 1,971

Calls for Service in March 2017 are:

Police: 1127

Fire: 45

EMS: 272

Councilman Mulvaney reported that, In Public Works the contractor at the Leaf & Limb facility has graded and moved enough of the ground chips and bag piles to permit access to the site. Beginning Monday, April 10th the entire crew began picking up the large limb piles throughout the City with the goal of total removal by the end of this week. In other ongoing projects, the Route 13 water main has 20 feet remaining and the project will be completed. A sink hole was repaired on Harrington Street, a sewer lateral was replaced on Phillips Street and all manual read water meters were photo documented for the AMI project. Matt Milcarek started on April 5th so the department remains one person down.

On photo display tonight are the 3 recent sign installations in the City. The "YIELD FOR PEDESTRIAN" sign at the High-Street crosswalk; the "4 WAY STOP SIGNS" at Hall and West Locust and the new addition of specific hours for of 7 a.m – 9 a.m. and 2 p.m. to 4 p.m. Monday through Friday for the "NO RIGHT TURN ON RED" At Dunkin Donuts.

In Wastewater Treatment, the plant performance remains good, leachate treatment is going well and the blend tank was cleaned. As usual no major maintenance issues are noted.

Councilman Holland reported that project updates include, Pre-bid and bid openings for Clean Up Week; Street Paving; Crossgate Paving. Pre-bid and addendum issued for Circuit 210 work extending bid opening one week to accommodate bidders and staff met with the SVFD regarding emergency generator replacement at the fire house.

Staff members attended multiple meetings including, DEMEC Board, DNREC Quarterly meeting, SCAT Legislative Breakfast and KCI pump station audit training. They also attended the rental licenses committee meeting, met with the Dolby family regarding Bridgeville/Greenwood sewer, attended Danny Short's coffee meeting and a Riverfest meeting.

The Administrative personnel, reviewed and provided Charles with information for SCSC pool budgeted expenditures, attended the annual Edmunds User Conference in Dover (Finance & Billing Software), attended Tennis Court Rededication ceremony, assisted Rick with an EIA Report, and prepared for FY'18 Budget. All other business is routine- financial management, payroll and benefits, purchasing, billings, customer service, etc.

Information Technology personnel, worked on setting up new IT work order/help desk system, training on Mobile Device Management system, set up devices in the new MDM, and worked on New PC setups. Personnel also discussed relocation of the server room for growth with AMI/Asset Management, attended a 20 Year Celebration Event for Delmarva Digital (Our Website Provider) and routine daily work order incidents.

Other work includes, preparing Council meeting agenda 4-11-17, reviewing and preparing evaluations, working on FY18 Budget information and worked on new server layout and location at City Hall.

Councilman Henderson reported that Electrical Engineer Rick Garner worked on a SCADA training simulator as well as development of maps for the electrical infrastructure improvements. He continued with closeout items associated with the recent SCADA system upgrade and continued investigations meter reading and billing issues. Mr. Garner replaced the UPS (uninterrupted power supply) system in the utility building communications room and worked on preparation of an EIA (Energy Information Administration) annual report and an engineering software database.

Superintendent of Electric, Bill Bennett, reports that progress continues on major projects around the city including, the Fallon Avenue Pole Relocation and Perdue Grain and Oil Seed construction sites. Phase I of the Perdue Project is now complete. Personnel worked on completion of the Parklet and Mr. Bennett completed work on employee evaluations. There were no outages reported during this period. New Employee, Miguel Hernandez, started with the department.

Councilwoman Peterson reported that Code Department personnel attended a Board of Adjustment hearings for Walmart Garden Center and a warehouse addition on Front St. on April 5th. On April 6th, Planning and Zoning met for Herring Ridge and Burger King preliminary site plans. Letters were issued for code violation on grass, junk and weeds. The Take-out Restaurant fit out is now complete on High Street and Residences at Riverplace Apartments, building #2 and Community Building is 99% complete with an Open House set for April 21, on Water Street.

In Parks and Recreation, the Men's Flag Football and Softball team are playing. The Parks Dept. is running test on irrigation, prepping soccer, softball and football fields. On April 3rd, they prepped Gateway Park for Autism Awareness Ceremony and on April 8th the Easter Egg Hunt at Ross Mansion was well attended with over one hundred participants. Regular grass cutting has started for the year.

With no further comments, 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 Mulvaney seconded the motion, and the motion so passed with all present voting in favor. Mayor Genshaw closed the Regular Meeting at 8:12 p.m.

Dolores J. Slatcher, City Manager

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