

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

June 10, 2014

7:00 PM

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 and Councilman H. William Mulvaney III. Dolores J. Slatcher, City Manager, June Merritt, Director of Finance/HR, Gary Morris, Chief of Police and Charles Anderson, Assistant City Manager, were also present.

Councilwoman Peterson 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 were none.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of May 27, 2014. Councilman Henderson made a motion to approve the minutes of the Regular Council Meeting of May 27, 2014. Councilwoman Peterson seconded the motion and the motion so passed, with all present voting in favor.

Mayor Genshaw then asked Judge Stephanie Adams to come forward. Judge Adams administered the Oath of Office for Orlando Holland for Councilman.

Mayor Genshaw stated that Councilman Orlando Holland will be serving as Parks and Recreation liaison.

Mayor Genshaw asked Sara Bell to come forward. Mayor Genshaw presented her with the Mayor's Right Choice Award.

Mayor Genshaw asked if there was any correspondence. Ms. Bert Pottinger was present to thank the Mayor, Council and City of Seaford for their support of "Poppy Month". She presented Mayor Genshaw with the plaque from the American Legion.

New Business #1, Chief Morris came forward to present the information for approval of Justice Assistance Grant (JAG) for 2014. Chief Morris stated that this grant is in conjunction with the Town of Georgetown, City of Milford along with the City of Seaford and is administered by the Town of Georgetown. The City of Seaford has been awarded \$11,972 of the grant this year. The money will be used for three new patrol portable radios along with batteries and accessories for them. Councilwoman Phillips-Lowe made a motion to approve the Justice Assistance Grant as presented. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 2, present the first reading an ordinance to amend Chapter 6, of the Municipal Code of Seaford, Delaware relating to "Electricity". City Manager Slatcher explained that this is relation to the availability of net metering and is mainly to do with solar projects. The ordinance will change to read "lease and operate, or contract with a third party that owns and operates".

Mayor Genshaw presented New Business # 3, Present quotes for the demolition of the former bath house at the Recreation Building on 320 Virginia Avenue. City Manager Slatcher stated that there were three quotes received with John Macklin and Sons being the lowest in the amount of \$12,000. The other two quotes received were from Elvin Schrock and Sons in the amount of \$19,000 and Clark's General Contractors in the amount of \$26,700. John Macklin and Sons will be able to start on June 17th if it is approved. City Manager Slatcher added that the money will come out of the Code demolition funding account; however, it will be short as there is only \$11,000 left in the account. Councilman Henderson asked if this building was connected to the other building's foundation. City Manager Slatcher stated that it is not connected to the foundation at all or to the recreation office. Councilwoman Phillips-Lowe made a motion to approve the demolition of the pool bathhouse at 320 Virginia Avenue to Macklin & Son in the amount of \$12,000 to be funded through

the Code Department's demolition line item. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 4, Present for approval Record's Officers for the Delaware Public Archives. City Manager Slatcher stated that the Records Officers will be Tracy Torbert, Trisha Newcomer, Dolores Slatcher and June Merritt. Councilwoman Peterson made a motion to approve the submittal of the names as presented for the Record's Officers for the Delaware Public Archives. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Sussex County Prayer Breakfast at Crossroads Church, June 17th starting at 6:30 a.m.

COMMITTEE REPORTS

Mayor Genshaw reported that flyers have been given to the schools about upcoming events. Norma Ortiz is working with Natalie about starting up a youth soccer program. Modified softball is underway and registration is going on for tennis programs. There have been three more dates set for Movie Night at Ross Mansion with the next one being on June 27th showing the Lego Movie.

Councilwoman Phillips-Lowe reported that she recently met with the fire department. They gave her some interesting statistics including their membership numbers under 25 years of service there are 37 members, 25 + years service there are 36, there are 7 associate members, 4 junior members and 8 paid EMS staff with 2 current vacancies. There are 47 active members that are responding to calls. To date, there have been 1,358 ambulance calls and 266 fire calls. Chief Morris reported that Short and Justice are doing well in the academy and are scheduled to graduate on July 11th. Promotional testing is coming up and there has been 1 person signed up to take the Lt.'s test and 10 Corporals have signed up to take the Sgt.'s test. Since there are no vacancies, a list will be formed that will be good for 2 years. The department participated in the torch run last Thursday for Special Olympics. They are planning for summer events including Riverfest. The two new dispatchers recently attended EMD and DELJIS training. The department is currently participating in the highway safety program for seatbelt and cell phone use until July 18th.

Councilman Henderson reported that Trisha Newcomer, ED/IT Manager has been coordinating work with the camera installation and the contract is about 45% complete with a completion target date of 6/30/14. She is continuing planning for Riverfest and recently attended training administered by the International Economic Development Council in Baltimore. In Public Works, weed control is underway and curb painting will occur when repair of the sprayer is complete. Leaf and limb pick up is ongoing with several large piles. There were multiple dwelling disconnects for upcoming demolitions. The paving contracts for the City parking area and other portions including Cedar Ave, Rust Street and Delaware Ave are scheduled to begin soon with completion by June 30th. The Pond Retrofit contract is about 75% complete; the shaping of the middle pond and the Boys and Girls Club pond have been performed and the completion date is scheduled for June 18th. Teal Construction will be doing repairs to the damaged sewer at Market Street and E. King Street and working is scheduled to start on June 16th and should be completed by the end of the month. Consumer confidence report has been completed for the City water supply and the report was that all measurements were in normal range. The WWTF is running well. The fats, oils and grease inspections are ongoing. The facilities National Pollutant Discharge Elimination System permit is being reviewed for renewal by EPA and DNREC. In the Code department, 22 code related letters were issued.

Councilwoman Peterson reported that Rick Garner, Electrical Engineer he is coordinating the conversion of the demand response program. Bill Bennett, Superintendent of Electric, was placing the flags for Flag Day, June 14th. The Electric Department installed new primary and the new sectionalizer cabinet at the Seaford Industrial Park. This will minimize the number for customer outages during an emergency repair. It gives more flexibility in the electric distribution system. She was also happy to report that there was no electric outages.

Councilman Mulvaney reported that June Merritt, Director of HR/Finance is working on FY15 budget. She participated in the interviews for the new customer service representatives and followed by two conditional job offers made which both accepted. They will both be starting on Monday, June 16th. She is also working with other personnel in the Administrative Department to give respective job training to personnel related to their new duties and the new employees in their respective positions. The utility bills will be due on June 26th with disconnects scheduled for July 8th. Charles Anderson, Assistant City Manager is working with Steve Sellers in finalizing the Power Plant survey. He is coordinating the replacement of two windows by Window World at the SCSC pool. He has been assisting with the camera installation. Dolores Slatcher, City Manager Slatcher too has been busy with budget. She has participated in multiple interviews and worked on the conditional job offers for the various positions.

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 Henderson seconded the motion and the motion so passed, with all present voting in favor. Mayor Genshaw closed the Regular Meeting at 7:24 p.m.

Dolores J. Slatcher, City Manager

/tnt