

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

June 11, 2013

7:00 PM

Vice-Mayor J. Rhea Shannon called the Regular Meeting to order with the following present: Councilwoman Grace S. Peterson, Councilwoman Pat A. Jones, Councilwoman Leanne Phillips-Lowe, and Councilman David Genshaw. Dolores J. Slatcher, City Manager, and Charles Anderson, Assistant City Manager, Scott Coulbourn, Supt. Of Parks & Recreation and Trisha Newcomer, ED/IT Manager were also present.

Councilwoman Peterson offered the opening prayer and Vice-Mayor Shannon led those present in the Pledge of Allegiance.

Vice-Mayor Shannon solicited changes to the agenda. City Manager Slatcher stated that there were changes to the agenda including to add a presentation of the Governor's Tribute award and delete NB #5 as it is not ready for consideration and delete NB #6 due to changes per the City Solicitor review. Councilwoman Jones made a motion to approve the changes to the agenda as presented. Councilman Genshaw seconded the motion; motion so passed with all present voting in favor.

Vice-Mayor Shannon called for a motion to approve the Minutes of the Regular Meeting of May 28, 2013. Councilman Genshaw made the motion to approve the minutes of May 28, 2013. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher asked Vice-Mayor Shannon to come to the front. She then presented him with the award that was received today by staff including Assistant City Manager Anderson, Trisha Newcomer, Scott Coulbourn and herself. The City of Seaford was honored today for the 2013 Recognition of Community Health Promotion Program at the Silver Level. City Manager Slatcher stated that Trisha has done a good job getting the employees motivated for the morning classes and Scott has done a good job with the walking trail program.

Vice-Mayor Shannon asked Ms. Bert Potteiger to come forward for NB #1. Ms. Potteiger came forward from the American Legion honoring the City of Seaford for their support of Poppy Month. She thanked the City for their continued support of Poppy Month.

City Manager Slatcher presented New Business # 2, Representatives from J.A. Moore & Sons to present requests for consideration as part of their due diligence for the potential purchase of Belle Ayre Townhouse Project. City Manager Slatcher stated that staff met with representatives from J.A. Moore & Sons on May 29, 2013 to discuss the option of them purchasing the Belle Ayre Townhouse Project from TD Bank. Staff would recommend the following items as discussed in the meeting. The City of Seaford would accept the first dedication agreement for the roadways that have been top coated in the townhouse area and street lighting. Once the remaining roads are top coated and pass inspection then they will accept those streets through a second dedication

agreement. The City reserves its right to limit on-street parking spaces to allow for the turning of emergency vehicles and not to impede the flow of traffic. The City will require a two year maintenance bond for the roadways once top coated but not the existing ones already top coated. The developer is seeking relief from the requirement for the common playground area. We would concur with the area being released as a playground area because there will not be a developer holding title to the property at the end and there may not be a Homeowner's Association to be responsible. They would be willing to give it as easement area for the City and possibly use it for common parking area dedicated to the City for long-term maintenance. This item should be deferred until final plans are reviewed with a recommendation from Planning and Zoning and City Council approves. The request for the completion of the present condemned building and the upgrading of the condition of the six-building to be done under the existing permit and no further fees for these units to be paid. We would recommend this as the building permit and other fees have been paid on these units. All fees and permits will be paid for and obtained for any new construction of new buildings. The Developer may submit to Planning and Zoning and City Council for approval a new plan to re-purpose the remaining seventy-seven lots for something other than townhouses. The Developer must video and will have inspected all laterals and sewer mains in the townhouse area that exit and have not been in use prior to dedication of the sewer mains to the City. The Developer would be responsible to make any necessary repairs for the laterals and sewer mains for acceptance by the City. The Developer will be responsible to provide the City of Seaford the as-built plans for the remaining sewer and water lines in the townhouse section as part of the dedication to the City. Councilwoman Phillips-Lowe asked Mr. Moore if he had any vision of any new construction at this time. Mr. Moore stated that they have thought about repurposing the townhouses for people in their older ages. This would allow mainly first floor living so that people would not need to use the stairs unless they wanted to. Councilman Genshaw made a motion to approve staff's recommendations for the Belle Ayre Townhouses project as presented for the request of J.A. Moore & Sons. Councilwoman Peterson seconded the motion; motion so passed with all voting in favor.

City Manager Slatcher presented New Business # 3, Bid – Route 13 Sanitary sewer extension. City Manager Slatcher stated that there were two bids received with George and Lynch being the low bidder in the amount of \$ 556,992.00. She also stated that they will be going back to the contractor for a deduction for the project for the electric crossing and the vault. This an alternative crossing that can be used to tie the circuit together. Councilwoman Phillips-Lowe made a motion to award the Route 13 Sanitary sewer extension bid to George & Lynch in the amount of \$ 556,992.00. Councilman Genshaw seconded the motion; motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 4 – Present for approval FY14 real estate property tax, water and sewer rates. The new property tax rate will be .31/\$100 of assessed property value, based on January 1, 2008 market values which is a penny increase. The new water rates will be as follows: Flat & less than 2 mgd \$20.39/EDU (.43 increase), 2 mgd < 4 mg \$10.19/EDU (.21 increase) and > 4 mg \$8.47/EDU (.18 increase). The sewer rates will be \$42.18/EDU which is a \$1.97 increase. Councilwoman Jones made a motion to approve the new rates as presented effective July 1, 2013. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

City Manager Slatcher presented Old Business #1 – Second reading and adoption of an Ordinance to Amend Chapter 4, of the Municipal Code of Seaford, Delaware relating to “buildings”. Councilwoman Peterson made a motion to approve the adoption of Ordinance to Amend Chapter 4, of the Municipal Code of Seaford, Delaware relating to “building”. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Madagascar movie at Ross Mansion on June 14th at dusk
- Block Watch 20th Anniversary at City Hall, Council Chambers, June 17th at 7:30 p.m.
- Sussex County Prayer Breakfast – June 18th at Crossroad Community Church at 6:45 a.m.

COMMITTEE REPORTS

Councilman Shannon reported that there were some officers who recently participated in the Special Olympics run and preparing for Riverfest patrols. The Department is also doing an active warrant roundup during the month of June, where officers will be concentrating on executing outstanding warrants for traffic and criminal charges.

Councilwoman Jones reported that June Merritt has just returned from an Edmunds conference. She is working on the FY'14 budget, spreadsheet work, projects, personnel paperwork and other HR issues. She added that the water meters will be read on June 24-26 and electric meters will be read on June 27th and 28th. Disconnects notices will go out on June 21st and disconnects will be done on July 8th.

Councilman Genshaw reported that there is a Movie in the Park scheduled for Friday at the Ross Mansion. The walking club will be meeting this week on Wednesday at 7:00 at Hooper's Landing. A meeting for co-ed softball is scheduled for this week and little smasher's tennis registration is underway.

Councilwoman Phillips-Lowe reported that the Code Department has been busy with routine tasks; issuing building permits and keeping an eye on grass height throughout the City. She reported that Trisha has been spending a lot of time working on preparation for Riverfest and has been working on computer issues. She said that the WWTF is running well. The Public Works Department has completed hydrant flushing and have been working on multiple water leaks around the City. She added that the Porter Street project is about 80% complete and the Davis Drive project is planning to start paving this week.

Councilwoman Peterson reported that the Electric Department is business as usual. They will start doing work at the High School on June 14th. She also added that there were some outages last week due to animals.

With no further comments, Vice-Mayor Shannon called for a motion to close the Regular Meeting of Mayor and Council. Councilwoman Peterson so moved. Councilwoman Phillips-Lowe

seconded the motion and the motion so carried with all present voting in favor. Vice-Mayor Shannon closed the meeting at 7:28 p.m.

Dolores Slatcher, City Manager

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