

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

July 22, 2014

7:00 PM

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

Councilman Henderson offered the opening prayer. 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 July 8, 2014. Councilman Mulvaney made a motion to approve the minutes of the Regular Council Meeting of July 9, 2014. Councilman Henderson seconded the motion and the motion so passed; with all present voting in favor.

Mayor Genshaw presented New Business #2 – a recommendation to appoint the FOIA Coordinator position. City Manager Slatcher stated that she is requesting to appoint Tracy Torbert as the FIOA Coordinator. This is in compliance with the Attorney General's office as required in the FIOA law. Councilman Henderson made a motion to approve appointing Tracy Torbert as the FIOA Coordinator. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw closed the Regular Meeting at 7:07 p.m. and opened the Public Hearing.

PH#1 – Josh Littleton, Building Official came forward to present Public Hearing #1, William R. Mears and Rex L. Mears, Trustees, property owners of TMP#3-31-5.00-13.00, a/k/a Mearfield II, located on Herring Run Road, are seeking a sketch plan review on behalf of Ward Construction Co. The applicant proposes to construct a 336 unit complex on the site. Building Official Littleton explained that the property is located on Herring Run Road identified as Tax Map and Parcel 331-5.00 13.00 and is zoned R-3 high density residential total parcel area – 25.00 ± acres. The proposed expansion is for fourteen 3- story apartment buildings. The proposed new site layout will include: 798 parking spaces, 1 building with 12 apartments and 13 buildings with 24 apartments plus amenities. There are approvals required by DNREC – sanitary sewer, DHSS - Office of Drinking Water, Sussex Conservation District – Storm Water, Office of the State Fire Marshal for site and building and DelDOT. The project will require a variance to increase the maximum number of units per building from 18 to 24.

Mayor Genshaw asked if there were any questions from Council. Mayor Genshaw asked if there were any questions or comments from the public, Mr. Erroll Mattox came forward and asked if traffic issued had been addressed. Mr. Littleton said that Del Dot would have to perform a traffic study, he also added that Del Dot handles traffic concerns not the City Of Seaford.

Mayor Genshaw then proceeded to close the public hearing at 7:14 p.m. and opened the regular meeting.

Mr. Littleton presented the findings of facts:

- Identified as Tax Map and Parcel 3-31-5.00-13.00;
- The current zoning is R-3 High Density Residential
- Total parcel area = 25.00 ± acres
- Proposed use is for 324 apartment units requested, 350 units maximum allowed.
- 798 parking spaces provided; 648 are required
- Approvals required:
 - DNREC – sanitary sewer
 - DHSS- Office of Drinking Water
 - Sussex Conservation District – Storm Water
 - Office of the State Fire Marshal – site and building
 - DeIDOT
- Project will require a variance to increase the number of units per building from 18 to 24

Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made a motion to approve the sketch/preliminary plan review for construction of the William R. Mears and Rex L. Mears TMP# 3-31-5.00 – 13.00, a/k/a Mearfield II, located on Herring Run Road. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a Roll Call Vote:

- Councilman Henderson voted yes based on findings of facts;
- Councilwoman Phillips-Lowe voted yes based on findings of facts;
- Councilman Mulvaney voted yes based on findings of facts;
- Councilman Holland voted yes based on findings of facts.

Mayor Genshaw confirmed it passed with all voting in favor.

Mayor Genshaw presented New Business # 1, information and recommendation to transfer 0.5 to 0.6 acres of land in the Ross Business Park to the adjoining property owner. Assistant City Manager, Charles Anderson came forward who stated that he has been working with Lank, Johnson and Tull with their interest in this property. The minimum lot size in the Ross Business Park is 2 acres in the M-1 Zoning District. The interest of the City is to transfer the land to Lank, Johnson and Tull provided that they bear the cost of survey, deed preparation, and recordation. The City will no longer have to maintain this odd parcel of land and will free up time for the Parks Department. It will also be placed back on the tax rolls by going from government downed property to privately owned property. Mayor Genshaw called for a motion. Councilman Mulvaney presented

the motion to approve the transfer of 0.5 - 0.6 acres of land in the Ross Business Park to the adjoining property owner. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Summer Splash Party – July 30, 2014

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported that the Fire Company raised \$3,000.00 during sales of chicken dinners Riverfest. There were 247 people that floated this year at Riverfest. There have been 1,735 ambulance calls and 354 fire calls made so far this year. Oral boards for promotional testing in the Police Department will be held on August 6, 2014. The department has also completed planning for the annual AFRAM festival. The new police officers have begun their assignments with their field training officers and are doing well. During the month of August the police department will participate in conducting extra DUI enforcement.

Councilman Mulvaney reported that Assistant City Manager Charles Anderson attended security camera system training, attended the DEMC board meeting and participated in the Stein Hwy utility coordination meeting. June Merritt, Director of Finance/HR is preparing for an audit scheduled on September 2, 2014. Director of Finance/HR Merritt is also continuing training of new employees and their duties. Mrs. Merritt is also processing general liability for workers compensation which is coming up and reviewing a new bad check processing policy.

Councilman Holland reported movie night at Ross Mansion that was held on July 18, 2014 was successful with 75 in attendance. Planned events consist of the Summer Splash party July 30, 2014, registration for fall sports, a modified softball tournament to be held on August 2, and August 3, 2014, and final registrations for the Orioles vs. Yankees game bus trip at Camden Yards on August 11, 2014.

Councilman Henderson reported that Trisha Newcomer reported she is wrapping everything up after a successful Riverfest. Mrs. Newcomer attended a meeting for an upcoming utility project on Stein Highway. In public works, Berley Mears, Director of Public Works explained that the emergency generator at the Seaford Volunteer Fire Department is in need of repair and is checking on warranty status. Evening work continues on Rt. 13 and the water main relocation is in process, Mr. Mears also reported conflicts with an existing water main, and is in contact with Del Dot to seek repairs. Curb painting continues as well as leaves and limbs pickups. At the waste water treatment facility the EPA recently performed an audit. Waste water treatment facility results will be transmitted in approximately 60 days. Increased leach treatment is going well. In the Code Department, approximately 12 code related letters were sent out, 5 building permits were issued. All code department staff helped with the annual Riverfest. Mr. Littleton worked on the draft and revision to the City's flood hazard ordinance for FEMA compliance, he also has begun planning and printing new code books, and worked with Sussex County to correct some addresses in their

mapping system. Councilman Henderson added that he thoroughly enjoyed working the Riverfest this year and thanked all of those that volunteered.

City Manager Slatcher presented the report for Councilwoman Peterson for the Electric department, City Manager Slatcher stated Electrical Engineer Rick Garner assisted with Riverfest. Mr. Garner is also developing plans for the circuit upgrades. For the distribution side, Bill Bennett, Supt. of Electric reported the American flags have been taken down from High St., and the downtown Seaford flags were hung back up. The department also helped with Riverfest and disconnects were done. There was an outage on circuit 140 due to a wire being hit, the circuit was out for about one-half hour and 2 blocks of High St was out for an hour and a half. The new poles were set up for Garner Gibson's transformer upgrade. There was an outage on Washington St. that affected 17 customers for 3 hours during a heavy storm, trees were the cause. For the next 2 weeks the department is looking into working on phase 3 of Governor's Grant, and also working on phase 1 on Belle Ayre. There was a meeting with all the parties on Stein Highway. Verizon will be setting new 65 ft poles, their old poles will eventually be pulled out after all the utilities are transferred. AUI will be working for the City Of Seaford and Delmarva Power to transfer their services over to the new poles. Verizon and Comcast will also have to transfer their services. There is an invitation out to those businesses from Porter St to Sussex Avenue to meet on Thursday July 24, 2014 to explain the west bound lane will be closed during the construction period for setting up equipment. The work is expected to be in effect until the end of October. The City will also be meeting with the school district to discuss construction plans.

Mayor Genshaw thanked all of those what volunteered and worked at the annual Riverfest, and also thanked all those present at the events that were held at the Seaford Museum.

With no further comments, Mayor Genshaw called for a motion to close the Regular Meeting of Mayor and Council. Councilman Mulvaney 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 7:37 p.m.

Dolores J. Slatcher, City Manager

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