

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

August 12, 2014

7:00 PM

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

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

Mayor David Genshaw solicited changes to the agenda. City Manager Slatcher stated that there was one change to the agenda. The change included a presentation to be given by Chief Curt Purse and Kevin Brown on the newest pumper purchased by the Seaford Volunteer Fire Department. Councilman Mulvaney made a motion to approve the amended agenda as presented. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

Mayor David Genshaw called for a motion to approve the minutes of the Regular Council Meeting of July 22, 2014. Councilwoman Phillips-Lowe motioned the approval of minutes and Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

There was no correspondence.

Mayor Genshaw presented New Business # 1, Nitrogen- Phosphorous Trading Agreement with INVISTA for the Wastewater Treatment Facility. City Manager Slatcher explained that the WWTF was built to treat 2MGD, we currently process 1MGD. The trade is for the City to transfer to INVISTA a total of 1,460 pounds per year calculated on a moving 12 month cumulative load of phosphorous. INVISTA is to transfer to the City a total of 27,431 pounds per year, calculated on a moving 12 month cumulative load of nitrogen. The trade is for DNREC to establish new TN (nitrogen) and TP (phosphorus) limits for INVISTA in its new NPDES permit and the same for the City's new NPDES permit. There are means to terminate the agreement based upon written notifications to the other party and to DNREC. Terms are based on the dates of the NPDES permit, which is normally five years. There is a second renewing period pending agreement by the parties and DNREC, should the agreement be extinguished then the City will be placed under a compliance schedule, if not met the City will then be subject to penalties and fines. Councilman Mulvaney motioned to approve the Nitrogen- Phosphorous Trading Agreement with INVISTA as presented to benefit the users of the City of Seaford Wastewater Treatment Facility. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 2, Approval of an easement for LaRed to place a back-up generator with a fenced enclosure partially on land of the City of Seaford. Assistant City Manager Anderson explained the installation and maintenance of the facilities shall be in compliance with the requirements of any state, federal, and government agency and it is the property owner's responsibility. Should the necessity for this easement area cease, the City shall regain the full use of the easement area. LaRed Health Center shall promptly notify the City of any maintenance to be performed in the easement area, unless in case of an emergency. LaRed is in agreement the City may not be held responsible for any suits, claims, actions, losses or damages arising from damage to person or property in connection with the easement area. In addition to their previous approved easement, the addition of the fence will help keep the new backup emergency electric generator from becoming damaged or vandalized by the public. The easement agreement may be executed in any counterparts, and shall be recorded at the sole expense of LaRed Health Center. Councilwoman Peterson motioned to approve the grant of easement to LaRed Health Center, Inc. as presented to allow for their installation of a backup emergency electric generator with a fenced enclosure to be approved in final form by the Building Official. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #3, Approval of a resolution to amend the City of Seaford Comprehensive Plan to include the annexation of lands owned by the State of Delaware in

2011. City Manager Dolores Slatcher reported the need to amend the officially adopted 2011 Comprehensive Plan by the addition of certain lands as described in attached exhibits. The lands are owned by the State of Delaware; tax map and parcel number 531-10.00-208. The Special Election that took place on April 4th, 2011, duly annexed the property into the City of Seaford. Councilman Mulvaney motioned to approve the resolution for an Amendment to the City of Seaford Comprehensive Plan for lands annexed on April 4, 2011 by Special Election owned by the State of Delaware. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Downtown Seaford Association picnic, Dave Webb Pavilion, Blades Marina, August 18th at 6:30 p.m.
- Chamber Mixer at George, Miles and Burh, August 20th at 5 p.m.

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported the rankings for promotion eligibility at Seaford Police Department have been posted and that Seaford Police conducted the patrol for the AFRAM festival. The Department has hired Thomas Durham as the new dispatcher for the 911 Dispatch Center in the Police Department. Chief Morris was a speaker at the U.S. Senate Law Enforcement Conference, addressing sharing information between police officers across the state lines. The two newest dispatchers Jason Tharp and Eric Peterson have successfully fulfilled the international academy of Emergency Dispatchers requirements for the honor level of Certified Advanced Emergency Dispatchers. The fire department recorded that the total EMS calls for this year are 1,952 and 401 fire calls have been made. The Annual Softball Burn Tournament will be held at the Jays Nest this weekend, August 15, 2014. Last year the event raised more than \$14,000 for the Delaware Burn Camp. The tournament will start with a home-run derby Friday night and the softball games start Saturday morning and run until late Sunday. The fire department is also hosting their annual picnic at the Seaford Pool on August 24th, and is extended to all council members if they would like. The EMS is also opening up the night person position for the 8 a.m. shift.

Councilman Mulvaney reported that Director of Finance June Merritt, is preparing for the Annual Audit, due to take place September 2nd. Mrs. Merritt has also been working on year end reconciliation in preparation for the Audit. Continuing new staff training which included personnel with Accounts Payable. She also attended the annual renewal meeting for the liability and workers comp insurance. New work has started for the bad check processing procedure and policies, and also attended a meeting with Downes Assoc. regarding the electric rates of the City. Reports from the Assistant City Manager, Charles Anderson, said there is many meetings that he and City Manager Slatcher have attended. He reported to have met contractors on site, regarding the Police Department generator, attended a meeting with Josh Littleton for the completion of the pond project on Virginia Avenue related to the maintenance agreements the owners are now responsible for. He has also met with the golf course staff, economic development at City Hall, the School District Transportation Manager with the City Manager about the pole line replacement, and is dealing with the repaving of the Seaford Library parking lot. Work has also been made on the survey for the legal description for the Ross Business Park.

Councilman Holland reported that registration has begun for youth flag football, tackle football, adult flag football and women's co-ed volleyball. Play-offs for slow pitch and co-ed summer leagues are being prepared as well as plans for the registration for fall sports and practices for youth football. In the coming weeks they are preparing for the last movie night that will take place August 29th at the Jays Nest. There are two public trips coming up. One to Camden Yards for the Orioles vs. Yankees game, and the second will include a trip to the National Stadium for the Nationals vs. Phillies game on September 6th, and deadline to sign-up is August 18th.

Councilman Henderson reported that Trisha Newcomer has been working on various technology issues including, training for the use of the new security camera system and is preparing for the Seaford Enhancement Team Survey event scheduled for September 6th. There has been a press release for the pole replacement project for Stein Highway. Public works has reported the Dulaney well is under repairs along with repairs done at the Lowes water tower. Also, trying to overcome the

man power shortage due to two public works resignations. Spraying for weed control on Norman Eskridge Highway and Stein Highway has taken place and curb paintings are nearing completion while leaf and limb pick-up continues. At the Waste Water Treatment Facility, personnel has made adjustments to improve plant performance, from a few seasonal issues that needed adjusting. The leachate treatment has been increased and is currently going well, along with the overall performance of the Waste Water Treatment Facility. In the Code Department revisions to drafting continue for the City's Flood Plain Ordinance for FEMA compliance. Josh Littleton reported that he has printed 16 of the 18 chapters of the code and has completed cataloging for the private storm water system within the City limits. He continues working on correcting addresses for the Sussex County mapping system, and also working on dedication agreements for some streets in Belle Ayre.

Councilwoman Peterson reported Rick Garner has been doing routine engineering duties and project support, and was also called out to investigate some issues that SVFD had with their generator. He has also been assisting with specification and drawings for the Parks Department building, and processed two solar applications. Superintendent of Electric Bill Bennett reported a pole replacement on Nanticoke Avenue has been completed and there was no power outage that had taken place. He also attended a meeting at the Power House gym in preparation for the Stein highway job, where the contractor has started the pole replacement project and has reported it is going well thus far.

With no further comments, Mayor Genshaw called for a motion to close the Regular Meeting of Mayor and Council. Councilwoman Phillips- Lowe 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 7:51 p.m.

Dolores J. Slatcher, City Manager

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