

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

August 23, 2011

7:00 p.m.

Mayor Edward H. Butler, Jr., called the Regular Meeting to order with the following present: Councilwoman Leanne Phillips-Lowe, Councilwoman Pat A. Jones, Councilwoman Grace S. Peterson, and Councilman William G. Bennett. Dolores J. Slatcher, City Manager and Charles D. Anderson, Assistant City Manager, were also present.

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

Mayor Butler solicited changes to the agenda. City Manager Slatcher stated there was one addition. Tina Kratz and John Painter, from Job Centers @ Delaware Libraries, were there to present information on the program.

Mayor Butler called for a motion to accept the change to the agenda. Councilman Bennett made a motion to accept the agenda as amended. Councilwoman Peterson seconded the motion, with all present voting in favor.

Mayor Butler called for a motion to approve the Minutes of the Regular Council meeting of August 9, 2011. Councilwoman Jones made the motion to approve the Minutes of August 9, 2011. Councilman Bennett seconded the motion. Motion so passed, with all present voting in favor.

Mayor Butler then asked Berley Mears, Director of Public Works, to come to the front to introduce the newest Public Works employee, Brad Benson. He stated he is a City resident and his first day was July 25th.

Mayor Butler asked if there was any correspondence. City Manager Slatcher stated there was a letter from the Delaware Economic Development office regarding the City of Seaford's request for Commercial District Affiliate status. She stated the City of Seaford was accepted. CDA status offers an opportunity to network with peers from around the state, particularly in the area of downtown business retention/recruitment methods and organizational development, access to a variety of training opportunities, and visibility through Delaware Main Street presentations, website, and other promotional and educational media.

City Manager Slatcher then asked Tina Kratz from Job Centers @ Delaware Libraries to come to the front to present New Business #4, information about the Job Center.

Mrs. Kratz thanked the Mayor and Council for allowing her to speak on behalf of the Job Centers. There are four Job Centers in Delaware. They are located in Wilmington, Dover, Georgetown and Seaford. The Seaford location has twelve laptop computers set up to assist job-seekers. The program allows online access to job-

seekers. It increases access to computers at public libraries. It will also show job-seekers how to use those computers and to develop the skills they need to find meaningful employment. Job Centers @ Delaware Libraries focuses specifically on the needs of the unemployed. They will offer training for resume building, job searching, and interviewing skills, financial literacy and lifelong learning. They also plan to expand Spanish-language computer training programs. The Job Centers @ Delaware Libraries has several project partners that have made the program possible. They are also looking for volunteers and local employers to assist individuals seeking a job. Volunteers who have experience with human resources, computers, counseling and /or job coaching are needed. The hours of the Job Center are Tuesdays 1:00 p.m. to 4:30 p.m. and Thursdays 3:30 p.m. to 7:00 p.m.

Mayor Butler asked if there were any questions. Councilwoman Phillips-Lowe asked if there was competition within the state. Mr. Painter stated that the Seaford Library was one of the locations picked for the program because the facility needed little renovation to accommodate the program.

City Manager Slatcher presented New Business #1, present for a first reading, revisions to Chapter 9 of the Municipal Code and the proposed adoption of the 2009 International Plumbing Code.

City Manager Slatcher presented New Business item #2, presentation of a resolution adopting an all Hazard Mitigation plan for the City of Seaford.

Mayor Butler called for a motion. Councilman Bennett made a motion to adopt the resolution for the Hazard Mitigation Plan of the City of Seaford as presented. Councilwoman Peterson seconded the motion. Motion so passed with all voting in favor.

City Manager Slatcher asked Assistant City Manager Anderson to come to the podium to present New Business #3, presentation regarding City-wide residential water meter installation.

Assistant City Manager Anderson stated there were many reasons to install water meters, which were:

- Better levelize the billing methodology for all customers.
- Detection and correction of water leaks in the system.
- Save time & money spent on reading meters.
- Federal and State requirements.
- Encourage water conservation – “Green Project”.
- Planning tool for adding needed infrastructure.
- The installation will help eliminate system cross-connections.

There are approximately 1,758 residential properties that require water meter and pit installations. There are 350 properties that require meter only installations. He

stated meter pits were installed during the Westview and Rosetree Lane water main projects. The total cost of the project would be \$1,903,812.50. The loan total would be \$1,903,812. The interest rate would be 1% with a principal forgiveness of 35%. The 1% origination fee due at loan closing would be waived.

Current billing procedures are to bill multi-family developments based on meter readings. There are approximately 550 – 600 units that fall into this category. The connected number of units varies with each meter. For example, Seaford Apartments (prior to renovation) had 1 meter per 8 units. Chandler Heights had 1 meter per 40 units. Chandler Heights consumption averaged 180,000 – 220,000 gal/month for 40 units. The proposal would be to bill existing multi-family developments by the meter reading (if individually metered) or by the multiple of dwelling units connected to a meter. This would require verification that the total water consumed is not in excess of the calculated flat rate water consumption for the meter.

The current water rate is \$19.81/ EDU of 9,000 gal per month and the current sewer rate is \$37.24/ EDU of 9,000 gal per month. The total charge is \$57.05/EDU. The total bill for Chandler Heights for 180,000 gallons would be 20 EDU's x \$57.05 with a total of \$1,141.00/ month. The proposed water rate would be \$16.51/ EDU of 7,500 gal per month. The proposed sewer rate would be \$31.03/ EDU of 7,500 gal per month, with a total charge of \$47.54/EDU. Using the same example Chandler Heights charge under the proposed system would be 40 EDU's X 47.54 = \$1,901.60.

The reduction of the flat rate (from 9,000 – 7,500) would provide an incentive for entities that installed meters – they would be rewarded for water conservation with a lower bill. The new system would allow the City to treat residential and multi-family customers with greater equity.

REMINDER OF MEETINGS & SETTING OF NEW MEETINGS:

- Chamber Business Mixer on August 25th, 5:00 p.m. @ Betts & Biddle Eye Care
- SET community yard sale on August 27th @ 7:00 a.m.
- Smoke free event at Kiwanis Park sponsored by American Lung Association on August 29th @ 10:30 a.m.
- Health Service Drive rededication at Mears Campus on August 31st @ 5:00 p.m.
- Coffee with Representative Danny Short, September 7th @ 8:00 a.m.

COMMITTEE REPORTS:

- ♦ Councilman Bennett reported that the Electric department is working on routine maintenance. The Fire department and EMS have been busy. Woods fires have slowed down.
- ♦ Councilwoman Phillips-Lowe reported business as usual with Administration.
- ♦ Councilwoman Jones reported that the Parks department has been doing large work orders and cutting grass. The Recreation department is currently holding registration for all fall programs. Delaware Teen Challenge is having a crab feast at Cypress Point and tickets are \$30.
- ♦ Councilwoman Peterson reported the WWTF has been working on routine maintenance. The Code department is business as usual. The community yard sale is Saturday from 8 a.m. – 12 p.m. Public Works is painting curbs and will be flushing hydrants starting on Monday, August 29th.

Mayor Butler called for a motion to hold an Executive Session for the purpose of discussing personnel. Councilwoman Phillips-Lowe made a motion to hold Executive Session. Councilman Bennett seconded the motion, with all present voting in favor.

There being no other business, Mayor Butler called for a motion to adjourn. Councilman Bennett made a motion to adjourn. Councilwoman Jones seconded the motion. Motion so passed with all present voting in favor.

Mayor Butler adjourned the Regular meeting at 8:48 p.m.

By: _____
Dolores Slatcher, City Manager

/tlh