

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

August 26, 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, Councilman Orlando Holland and Councilman H. William Mulvaney III. Dolores J. Slatcher, City Manager, and Charles Anderson, Assistant City Manager, was 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 was a change; it was to delete the presentation of various committees for appointment by Mayor Genshaw.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of August 12, 2014. Councilwoman Peterson made a motion to approve the minutes of the Regular Council Meeting of August 12, 2014. Councilman Mulvaney seconded the motion and the motion so passed, with all present voting in favor.

New Business #1, City Manager Dolores Slatcher presented new business 1, for approval of the street dedication agreement and deed of dedication with Belle Ayre. City Manager Slatcher stated that the essence of the presentation is, City of Seaford will be receiving the dedication for the streets that are in Phase 1A of Belle Ayre. Also, there is a deed that lays out the meets and bounds and roadways that will be dedicated to the City of Seaford, those being Belle Ayre Drive, Brighton Drive, Danfield Drive, and Magnolia Drive. The dedication is from Belle Ayre Investments LLC. Councilman Holland made a motion to approve the New Business #1, of the dedication agreement and deed of dedication with Belle Ayre. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

New Business # 2, Present a request from the developers of Governors Grant for an agreement in the correction of ADA slopes on sidewalks in the first phases of Governors Grant. City Manager Slatcher explained that there has been a request to correct slopes of specific sidewalks being in Phase I and partial Phase II. There have been about 18 areas that have been identified as driveways in front of at least 14 residences. The owners have received an estimate of about \$30,000-\$40,000 for the correction. The residences are seeking some relief from the City due to the time lapse; the project commenced in 2006. Paving had been done in preparation for the corrections; the City of Seaford could not take it at the time because of the work that had to be done on Atlanta Road. There were electrical facilities that had to be relocated by another utility as well as an entrance area that was required by Del Dot on Atlanta Road, these corrections lasted a couple of years. In the meantime, while they were getting ready to finalize the dedication, as of July 31, 2014, engineers inspected the area and found the slopes not to meet the present ADA requirements. The ADA regulations changed during the process of the project. The recommendation is to provide the credit for the single family dwelling unit for the corrections. The credit will not be carried on to following owners; also, since all the units will not be built at once the credit will be spread among multiple budget years. Councilman Henderson made a motion to approve the request from the developers of Governors Grant for an agreement in the correction of ADA slopes on sidewalks in the Phase I and Phase II of Governors Grant to Mark Stonesifer and Curtis Larimore for Phase III permits/fees on 24 new single family residential units to be built with the credit based on final invoice to correct these sidewalks to the current ADA requirements. Councilman Henderson also made as part of the motion to accept a cash bond in the amount of \$40,000 to assure the 18 sidewalks are corrected to ADA regulations as presented and to release the current performance bond for the Phases completed. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

New Business # 3, Present various committees for appointment by Mayor Genshaw for Housing Appeals Board, Economic Development, Electric and Parks and Recreation. Councilwoman Phillips-Lowe made a motion to approve the committees as present by Mayor Genshaw for the City

of Seaford. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

New Business # 4, Present request from Wilmington Trust to update authorized persons to execute information on behalf of the City of Seaford General Fund Pension Plan administered by them. City Manager Dolores Slatcher, has been appointed authorization to execute information on behalf of the City of Seaford General Fund Pension plan. Also appointed were Assistant City Manager Charles Anderson, June Merritt, Director of Finance & Human Resources; and Annette Cole, Human Resources Coordinator. Councilwoman Peterson accepted the motion to appoint and authorize Dolores Slatcher, City Manager; Charles Anderson, Assistant City Manager; June Merritt, Director of Finance & Human Resources; and Annette Cole, Human Resources Coordinator as presented for the City of Seaford General Employee Pension Plan. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

### **REMINDER OF MEETINGS & SETTING NEW MEETINGS**

- Movie Night, August 29<sup>th</sup> at dusk in **JAY'S NEST**, viewing location changed. Monster University will be the movie playing.
- City Offices and operations closed for Labor Day, September 1<sup>st</sup>
- SCAT, September 3<sup>rd</sup>, at 6 p.m., Sussex County Association of Realtors in Georgetown.
- Groundbreaking at Nanticoke Pavilion, 11 a.m. on September 4<sup>th</sup>

### **COMMITTEE REPORTS**

Councilwoman Phillips-Lowe reported that Chief Morris reported that planning is now in motion for the Community Night Out, to be held on October 2, 2014. The department is also still heavily participating in highway safety and DUI enforcement campaign. The Seaford Police Department is also preparing for the opening of the school year, monitoring pedestrians and vehicles. There was nothing new to be reported from the Seaford Fire Department.

Councilman Mulvaney reported that June Merritt, Director of Finance reported that the first day of the audit will begin on September 2<sup>nd</sup>, year-end reconciliations for the audit, and also continuation of training with the new employees. Also, the Director of Finance has been training Annette Cole, Human Resources Coordinator, for personnel issues, including retirement paperwork. The department's work continues to be routine with payroll, management, and benefits. Councilman Mulvaney reported Charles Anderson, Assistant City Manager reported he attended the ribbon cutting at Duck-In Car Wash, Council meetings and department meetings. Assistant City Manager Anderson also attended the Chamber Mixer the previous week. Assistant City Manager Anderson also attended a meeting with Mercy Management Agency regarding the closing of the security camera grant, which is now closed. Mr. Anderson also met with the State Fire Marshall submitting the drawings for the Park's building for the Parks and Recreation Department. City Manager Dolores Slatcher met on site on Route 13 for review of the sanitary sewer main emergency. City Manager Slatcher also met with Del Dot to start work with the new poles on the west side of Middleford Road. City Manager Slatcher also worked on the Nanticoke Senior Center lease agreement.

Councilman Holland reported that registration for fall sports is still in effect. Movie Night will be on August 29<sup>th</sup>, the movie that will be played is Monster's University. National's game is on September 6<sup>th</sup>, tickets are still available.

Councilman Henderson reported that for Information Technology Trisha Newcomer reported that work is routine. For Economic Development, invitations have been mailed to the Seaford Enhancement Team survey review scheduled for September 2<sup>nd</sup>. Trisha Newcomer, ED Manager is also planning for the Breast Cancer Walk to be held on September 6<sup>th</sup>. For Public Works, work has been routine. Repairs have been completed and the Dulaney well is back on line. Two catch basins were repaired on Market St, adjacent to the City Office. Various leaks throughout the City have also been repaired, on Stein Highway, Phillips St, and another at Harbor House. In Waste Water Treatment, an air permit inspection was performed and it went well. The Waste Water Facility performance has been excellent. In the Code Department, Josh Littleton, Building Official has continued work on drafting revisions to the City's Flood Hazard ordinance for FEMA

compliance. Mr. Littleton attended a wetlands advisory meeting in Dover on August 13<sup>th</sup>, he also attended a Community Rating System Users Group meeting in Lewes on August 20<sup>th</sup>.

Councilwoman Peterson reported that in the Electric Department Electric Engineer Rick Garner reported that he investigated issues with a Seaford Volunteer Fire Department generator, he assisted with specifications and drawings for the Park & Recreation department, he also investigated the power quality complain at one of the City's companies at the Industrial Park. Bill Bennett, Superintendent of Electric, reported that a contractor is working on the Stein Highway project, also, there are now lights at all of the tennis courts, aside from that Bennett reported that work has been routine. The highlight is the new Derrick Digger truck is in.

With no further comments, Mayor Genshaw called for a motion to close the Regular Meeting of Mayor and Council and to open an executive meeting to discuss a personnel matter. Councilwoman Phillips-Lowe made the motion to close the Regular Meeting of Mayor and Council and open an executive meeting. Councilwoman Peterson seconded the motion and the motion so passed, with all present voting in favor. Mayor Genshaw closed the Regular Meeting at 7:31 p.m.

Mayor Genshaw reopens the Regular Council Meeting at 7:45 p.m. following the Executive Session and calls for a motion to adjourn the Regular Council meeting. Councilman Mulvaney motioned to close the Regular Council Meeting. The motion was seconded by Councilman Henderson and the motion so passed, with all present voting in favor.

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Dolores J. Slatcher, City Manager

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