

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

September 11, 2012

7:00 p.m.

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

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

Mayor Bennett solicited changes to the agenda. City Manager Slatcher stated there were none.

Mayor Bennett called for a motion to approve the Minutes of the Regular Council meeting of August 28, 2012. Councilwoman Jones made the motion to approve the Minutes of the August 28, 2012 Regular Council meeting. Councilman Shannon seconded the motion. Motion so passed, with all present voting in favor.

Mayor Bennett then asked for any correspondence. City Manager Slatcher stated there was a letter of appreciation from the Mayor's Right Choice recipient, Zoe Laws. She wanted to thank Mayor and Council for the award that she received. She will be using the scholarship to further her education.

City Manager Slatcher presented New Business #1, bids for the roof at the pool and recreation buildings. She stated we received three bids for each. The Hooper's Landing low bid was in the amount of \$5,200.00 and the Virginia Avenue low bid was in the amount of \$9,680.00. The budgeted amount for Hooper's Landing was \$5,895.00, which put the bid \$695.00 under budget. The budgeted amount for Virginia Avenue was \$7,730.00, which put the bid over budget \$1950.00. The recommendation is to award the bids individually to the low bidders, Tri-State Roofing for the Virginia Avenue Storage Building Roof and CTA Roofing and Waterproofing, Inc. for the Hooper's Landing Bath House Roof. CTA Roofing normally does larger jobs and this is a small job for them, but they are trying to get their foot in the door to get more jobs downstate. She stated we contacted several references provided by CTA Roofing & Waterproofing, Inc. since we have not had past experience with this firm. All references were positive. Tri-State Roofing is located in Seaford and CTA Roofing & Waterproofing, Inc. is located in Newark, Delaware.

Mayor Bennett asked if Council had any questions.

Councilman Genshaw asked when the work would start. City Manager Slatcher stated one would start at the end of this month or beginning of October and the other job will start the middle or end of October.

Mayor Bennett called for a motion. Councilman Shannon made a motion to approve the bid award for the bath-house roof at Hooper's Landing to CTA Roofing & Water Proofing, Inc. in the amount of \$5,200.00, the low bidder; and to award the bid for the Recreation Virginia Avenue Storage Building Roof to Tri-State Roofing in the amount of \$9,680.00, the low bidder. Councilwoman Phillips-Lowe seconded the motion. Motion so passed, with all present voting in favor.

City Manager Slatcher presented New Business #2, the first reading of Ordinance #2012-05, Chapter 10 of the Municipal Code of Seaford, Delaware relating to "Refuse". She stated the changes were highlighted and forwarded to Mayor and Council for review. She stated there were changes in language, and deletion and addition of some sections. She stated this is only a first reading and will be brought back to the next Council Meeting for the second reading and adoption.

City Manager Slatcher presented New Business #3, the first reading of Ordinance #2012-06 Chapter 12 of the Municipal Code of Seaford, Delaware relating to "Streets". She stated this was forwarded to Mayor and Council for review. There were changes in language and

deletion and addition of some sections. She stated this is only a first reading and will be brought back to the next Council Meeting for the second reading and adoption.

City Manager Slatcher presented New Business #4, present for approval a Memorandum of Understanding with Nanticoke Memorial Hospital for emergency water service. She stated this was triggered by them. They asked that instead of providing outside resources to provide emergency water service, if the City could put a plan together as required by their accreditation. The Director of Public Works and the Assistant City Manager did work with them to establish a plan to dedicate service just like we do with electric service in an emergency. She stated any health care institution is number one priority if they are without service. She stated this doesn't require construction it's a matter of turning valves and rerouting to supply water.

Councilwoman Jones asked if this has ever happened. City Manager Slatcher stated that we did have to supply water to the Hospital due to a water main break and it was transported by truck from New Castle County. She stated this was a timing issue along with some other issues and that is why this memorandum has come about.

Mayor Bennett called for a motion. Councilwoman Phillips-Lowe made a motion to approve the memorandum of understanding with Nanticoke Memorial Hospital for the City to supply water in an emergency to their facility at 801 Middleford Road. Councilwoman Peterson seconded the motion, with all present voting in favor.

City Manager Slatcher presented New Business #5, present for approval a Wastewater Matching Planning Grant for a solar project to offset electricity use at the Wastewater Plant. She stated this planning grant will refine the numbers before we go to the public for borrowing to define the value of the solar project in offsetting the electrical consumption at the Wastewater Plant. The planning is called a \$50,000 planning grant, but the local community has to put up \$25,000.

Mayor Bennett called for a motion. Councilman Genshaw made a motion to approve the Wastewater Matching Planning Grant in the amount of \$50,000 with the City providing the necessary \$25,000 match and SRF providing \$25,000 for the purpose of finalizing design plans for a solar project to offset energy purchases at the Wastewater Treatment Plant. To approve the \$25,000 matching funds to be taken from the Wastewater Reserve. Councilman Shannon seconded the motion. Motion so passed, with all present voting in favor.

City Manager Slatcher presented New Business #6, present for approval the request to transfer additional funds from the electric to general fund for the year ending June 30, 2012. The amount is \$460,231 and that would mean we would have a total transfer of \$3,750,000 for FY2012. She stated that is the limit for the next five years as to what can be transferred from the electric fund to the general fund or any other fund. This is part of a Memorandum of Agreement between the City of Seaford and the Governor's office.

Mayor Bennett called for a motion. Councilwoman Peterson made a motion to approve the transfer of \$460,231 to the general fund from the electric fund for the year ending June 30, 2012. Motion so passed, with all voting in favor.

**REMINDER OF MEETINGS & SETTING OF NEW MEETINGS:**

- DEMEC Annual Meeting, Dover Downs, September 26<sup>th</sup> @ 5 p.m.
- DE League of Local Governments, Sheraton, September 23<sup>rd</sup> @ 3 p.m.
- Police Night Out, Police Department, September 27<sup>th</sup> from 5 p.m. until 8 p.m.
- Old Block Watch Meeting, City Hall, September 17<sup>th</sup> at 6:30 p.m.

**COMMITTEE REPORTS:**

Councilwoman Peterson reported there is an ad out for an Electric Groundman. Trinity will be having their "Touch a Truck" event on October 6<sup>th</sup> from 10 a.m.-2 p.m. She also reported that Ed Toumberlin passed lineman school.

Councilwoman Jones reported the auditors finished on Thursday. She also reported that June sent out a memo on the Defensive Driving course and everything was routine.

Councilwoman Phillips-Lowe reported the ED/IT department is participating in an "Idea Exchange" being sponsored by Downtown Delaware. Trisha is also purchasing computers for different departments that are due for replacement. The new storm drain in Washington Avenue and North Street worked well during the recent rain. The retention areas are being planted. Irrigation is being put in at Nutter Park. Public Works currently has a shortage of employees due to illness and vacation. There is a bid out for a new street sweeper. Two new employees will be starting work in the Public Works department in the next few weeks. The wastewater treatment plant is running well and all activities there are routine. The Code department sent out approximately 50 violation letters and issued 3 building permits.

Councilman Shannon reported all is good with the Fire department and the Police department.

Councilman Genshaw reported that football has started. He also stated that enrollment in our Recreation programs is down. The Parks department is still trying to catch up. He also wanted to commend the school district for a job well done with the Community Night at the football game. There was a good turnout and everyone had a good time.

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

Mayor Bennett adjourned the Regular meeting at 7:33 p.m.

By: \_\_\_\_\_  
Dolores J. Slatcher, City Manager

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