

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

September 13, 2011

7:00 PM

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

Councilwoman Jones 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 that there were none.

Mayor Butler called for a motion to approve the Minutes of the Regular Meeting of August 23, 2011. Councilwoman Jones made the motion to approve the minutes of August 23, 2011. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

Mayor Butler asked if there was any correspondence. City Manager Slatcher stated that there was none.

City Manager Slatcher presented New Business # 1, bids for Cleaning Services and a recommendation for award. There were five bids received, with Don-Lee Margin Corp. being the low bidder, with a 2011 price of \$38,168. City Manager Slatcher explained that the Cleaning Services are a 3-year bid, but that the City may re-bid after the first year if dissatisfied with the services being provided. If the services are satisfactory after the first year, the contract will continue for the remaining two years.

Mayor Butler solicited any questions. There being none, he called for a motion. Councilwoman Phillips-Lowe made the motion to award the cleaning services bid for the 2011 price of \$38,168 to the low bidder, Don-Lee Margin Corp. Councilman Bennett seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 2, bids for the Pool Demolition and a recommendation for award. There were eleven bids received, with John Macklin & Son being the low bidder, with a base bid of \$35,000. City Manager Slatcher said that this company has done demolition work for the City in the past.

Mayor Butler solicited any questions. There being none, he called for a motion. Councilwoman Jones made the motion to award the pool demolition bid to the low bidder, John Macklin & Son, in the amount of \$35,000. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 3, bids for Mt. Olivet Parking Lot and a recommendation for award. There were five bids received, with Kent Construction being the low bidder, with a total bid of \$42,440.03. City Manager Slatcher explained that the City has not worked with this company before, but that she and Charles Anderson visited two recently paved sites and found the work acceptable. They also received a positive reference from a contractor provided by the company.

Mayor Butler solicited any questions. There being none, he called for a motion. Councilman Bennett made the motion to award the Mt. Olivet Parking Lot paving bid to the low bidder, Kent Construction, in the amount of \$42,440.03. Councilman Shannon seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 4, present for information the Zoning letter for Unit C located at 302 W. Stein Highway, L & S Stein, LLC, permitting a catering business with accessory storage of alcoholic liquors, permitted in the C-2 zone. She explained that L & S Stein, LLC is run by the same owners as Pizza King. No action was necessary, as this item was for information purposes only.

City Manager Slatcher presented New Business # 5, present George, Miles & Buhr recommendation for dedication and acceptance of the water facilities from Belle Ayre Subdivision as denoted on the attached plan. She explained that GMB developed a punch list and made corrections as to dedicating the water system along Brighton Drive, Belle Ayre Drive and Magnolia Drive. She added that streets are not being dedicated at this time. No action was necessary on this item, as it would be covered under items 6 and 7.

City Manager Slatcher presented New Business # 6, present for approval a Utility Dedication and Easement Agreement for the water utilities owned by Belle Ayre Investments, LLC for the Belle Ayre Single Family Development (Phase I).

Mayor Butler solicited any questions. There being none, he called for a motion. Councilwoman Peterson made the motion to approve the Utility Dedication and Easement Agreement for the water utilities owned by Belle Ayre Investments, LLC for the Belle Ayre Single Family Development (Phase I). Councilwoman Phillips-Lowe seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented New Business # 7, present for approval a Utility Dedication and Easement Agreement for the water utilities owned by Robino-Belle Ayre, LLC for the Belle Ayre Townhomes.

Mayor Butler solicited any questions. There being none, he called for a motion. Councilwoman Phillips-Lowe made the motion to approve the Utility Dedication and Easement Agreement for the water utilities owned by Robino-Belle Ayre, LLC for Belle Ayre Townhomes. Councilman Bennett seconded the motion. The motion so passed with all present voting in favor.

Assistant City Manager Charles Anderson presented New Business # 8, request from Ric and Debbie Marvel for additional parking spaces on South Market Street and the recommendation for revisions. He explained that the City had approached Mr. and Mrs. Marvel about cars parking in the area next to the business located at 116 South Market Street, which were hindering the Parks employees when they were attempting to pull in with their trucks, trailers and equipment. He said that in turn, the Marvels requested additional street parking along Market Street. Mr. Anderson explained that in previous years, there was a larger area permitting street parking, but currently there is only space for 2-3 vehicles. He said that Mr. Marvel was requesting the parking zone be extended by about 40 feet, which would allow 5 parking spaces.

Mayor Butler solicited any questions. Councilwoman Jones asked if there would be a time limit on the parking in this area. City Manager Slatcher said that there would not be a time limit, as the business currently located there is a salon, and it would be difficult to determine how long customers would be parked there. Councilwoman Phillips-Lowe asked if the additional parking would cause any problems with traffic along South Market Street. City Manager Slatcher said that there would still be approximately 100 feet of area where parking is prohibited before encountering the parked vehicles, which would allow drivers plenty of room to make turns. She said there is signage for the upcoming yield and drawbridge which could be blocked if high profile vehicles are parked in the area.

Mayor Butler called for a motion. Councilman Bennett made the motion to approve staff's recommendation dated September 2<sup>nd</sup>, 2011 to revise the "No Parking Zone" request received from Mr. & Mrs. Ric Marvel dated August 30<sup>th</sup>, 2011. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

City Manager Slatcher presented Old Business # 1, second reading and request for the adoption of the ordinance to amend Chapter 9 of the Municipal Code of Seaford, Delaware relating to "Plumbing".

Mayor Butler solicited any questions. There being none, he called for a motion. Councilman Bennett made the motion to adopt the amendment to Chapter 9 of the Municipal Code of Seaford, Delaware relating to "Plumbing" as presented. Councilwoman Peterson seconded the motion. The motion so passed with all present voting in favor.

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

- Annual DEMEC Dinner – September 21<sup>st</sup> at 5:30 p.m. at Dover Downs
- Movie Night in Kiwanis Park – September 16<sup>th</sup> – Gnomeo & Juliet
- SET Yard Sale – September 24<sup>th</sup> – 8 a.m. to 12 p.m.
- Fellowship Health Resources Ribbon Cutting – September 15<sup>th</sup> at 3 p.m.
- DE League of Local Governments Annual Conference – September 25<sup>th</sup> at 2 p.m.
- Seaford Police Night Out – September 29<sup>th</sup> from 5 p.m. until 8 p.m.

## COMMITTEE REPORTS

Councilwoman Peterson reported that there is a Movie Night in Kiwanis Park on Friday, September 16<sup>th</sup>. The movie being shown is Gnomeo & Juliet, and it is being sponsored by R.L. Ewing Company, Covey's Car Care and the Kiwanis Club. She reported that the Code department has been working with properties that have been abandoned, as well as updating the code book. She said that things are running smoothly at the Wastewater Treatment Plant. She reported that the Public Works department has been busy picking up limbs and leaves, debris from the Hurricane, as well as flushing hydrants and conducting smoke testing of the sewer systems. She added that the Seaford Block Watch will be having a meeting on Monday, September 19<sup>th</sup> at City Hall. There will be a dinner at 6:30 p.m., and those wishing to attend may bring a covered dish. The meeting will begin at 7:00 p.m., and Michelle White from Nanticoke Memorial Hospital will be speaking.

Councilwoman Jones reported that the Recreation department is celebrating its 25<sup>th</sup> year of field hockey. The program started on September 11<sup>th</sup> and cost is \$25 per child. Signups are going on for youth tackle football. The cost is \$40 per child, and children must have a physical to play. Flag football and co-ed volleyball programs have also started.

Councilwoman Phillips-Lowe had nothing new to report for the Administration department. She commended the many local fire departments for their efforts during the flood.

Councilman Shannon reported that Stanley Hardesty, the Police Department's Dispatch Administrator, is retiring at the end of September. A conditional offer has been presented to and accepted by Anita Bell, who will take over as Dispatch Administrator on October 1<sup>st</sup>.

Councilman Bennett reported that the Electric department had several major outages during the hurricane. He said that David Jones has been with the Electric department for one year, and has been promoted to Class C Lineman. He reported that the Electric department has been busy repairing streetlights and removing limbs along the Stein Highway Bridge. He also reported that Doug Butler will be ending his one year as President of the Delaware Volunteer Firefighter's Association on Thursday, September 15<sup>th</sup>. He said that Thursday will also begin Delmarva Bike Week, and encouraged everyone to look both ways for motorcycles when on the road.

City Manager Slatcher commended the Wastewater Treatment Plant for their hard work during the storm. She said that 2.5 million gallons were treated, and that the plant is only designed to handle 2 million. She said that Seaford was hit hard during the storm, receiving about 2.5 inches of rain per hour for over 4 hours. She commended DelDOT and Sussex County Emergency Operations for their efforts. She reported that the Williams Pond spillway worked effectively throughout the event, but that some sandbags were placed at Hearn's Pond due to the heavy rain. She also said that parts of the Cambridge rail line were damaged.

Mayor Butler thanked City Manager Slatcher for her hard work and commended her for 34 years of service with the City of Seaford.

With no further comments, Mayor Butler called for a motion to adjourn the Regular Meeting of Mayor and Council, and move to an Executive Session for the purpose of discussing personnel. Councilman Bennett so moved. Councilwoman Peterson seconded the motion and the motion so carried with all present voting in favor. Mayor Butler then called for the Executive Session. Following the Executive Session at 8:55 p.m. Mayor Butler reopened the Regular Meeting. Mayor Butler called for a motion to adjourn the Regular Council Meeting. Motion was made by Councilman Bennett to adjourn the Regular Council Meeting. The motion was seconded by Councilwoman Jones and so moved, with all present voting in favor.

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Dolores Slatcher, City Manager

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