

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

September 23, 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, Trisha Newcomer, ED/IT Manager and Charles Anderson, Assistant City Manager, were also present.

Councilman Henderson 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 were no changes.

Mayor David Genshaw called for a motion to approve the minutes of the Regular Council Meeting of August 26, 2014 and September 9, 2014. Councilwoman Phillips-Lowe made a motion to approve the minutes from the August 26, 2014 and September 9, 2014 meeting. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw asked Representative Danny Short to come forward. Representative Short presented a tribute to Trisha Newcomer, ED/IT Manager for her award.

There was no correspondence.

Mayor Genshaw presented New Business # 1, Ms. Sarah Coakley, AICP with DeIDOT to present a plan on Safe Routes to School for Stein Highway along with the consultants – McCormick Taylor. Ms. Coakley came forward along with Sonia Marichi-Goudy, P.E. from McCormick Taylor. Ms. Coakley stated that the Seaford School District requested funding last fall in reference to the students jaywalking across Stein Highway. There are crossing issues at Virginia Ave and Bridgeville Hwy. There was a pedestrian safety assembly at the middle school that was held in December 2013. Mrs. Marichi-Goudy explained the 5 Es of Transportation Safety. Engineering which use strategies to improve physical condition for walking and bicycling such as: sidewalk and walking path improvements, pedestrian and bicycle crossing improvements, bicycle facilities, such as lanes, racks and paths and accessibility improvements, such as ramps, curb cuts and accessible pedestrian signals. Educations strategies to develop bicycle and pedestrian safety skills and increase awareness of health and environmental benefits of active transportation. Encouragement strategies build enthusiasm for walking and bicycling to school and make it a more convenient option. Enforcement strategies discourage unsafe driver, pedestrian and bicyclist behaviors. Evaluation strategies establish baseline information on student travel behaviors and measure the effectiveness of SRTS efforts over time. The program allows one project per school around \$125,000 which is 100% federal funded. All of the five Es should be considered in the planning. DeIDOT designs, bids and manages construction for the project. The sponsors who would be the City and School for this project would be responsible to review design and maintain project upon completion. There are five lanes of traffic on East Stein Highway which is located in front of the Middle School. The current speed for that

area is 35 mph with existing sidewalk on the school side. There is a higher crash history on this road compared to Bridgeville Highway with there being 17 between 2011 and 2014 including one school student injured on E Stein Highway. It is being recommended to put a landscape median/mountable median on East Stein Highway with three rows of shrubs. The species of the shrubs would be ilex holly and barberry with the construction cost for this project being \$145,000. It was also pointed out that the maintenance cost would be approximately \$900.00 per visit. The pros of this type of median would be traffic clammng which would reduce speed, direct children to the proper crossing, provide pedestrian refuge and it is the school's top priority. The cons would be the gap that would exist at school lane. The intersection at Virginia Ave and Bridgeville Hwy has two lanes of traffic with a right turn lane. The current speed light is 35 mph with existing sidewalks on both sides. There is a low crash history with only three between 2011 and 2014. The improvements for this intersection would include crosswalks on all four legs, new curb ramps on all four legs, transition ramps to existing sidewalk making the construction cost \$120,000. The pros of this would be alerting drivers, directing children and it would meet ADA standards. The cons is that there are future development plans with the apartment complex and it is not the school's top priority.

It was asked if there has been given any consideration to the family dollar business who has a truck that makes deliveries daily that backs into the property. Mrs. Marichi-Gordy stated that a meeting is scheduled for October with the owners of the family dollar in reference to the issue with the delivery trucks. It was asked if has ever been looked at to get a crossing guard. Mrs. Susan Messick from the Seaford School District stated that an agreement is currently in place with the City of Seaford for the intersection of Market Street and Stein Highway. However, if the officers are busy then there is not always an officer there. It was asked if the cemetery across the street on Stein Hwy and Market Street were going to be required to put a sidewalk in. Ms. Coakley stated that they will not be required to install a sidewalk and she added that the program would not be able to fund that since it would be out of the funding allocated. It was pointed out that there would not be access to be able to make a turn into the Lady of Lourdes church and it was asked if the church has been notified of that. Mrs. Marichi-Gordy stated that the church is aware and they stated that they were ok with that. Councilwoman Phillips-Lowe asked if this would affect DeIDOT in anyway with their plowing. Mrs. Marichi-Gordy stated that the guys on route would be aware of the barriers that are there and there would be mounted curbs on both sides to attempt to prevent any damage. Councilman Henderson asked if there has been a count done of number of pedestrians that are crossing. Mrs. Marichi-Gordy stated that she has been there at both drop off and pick up but an official count has not been done. It was asked if there has been any other ideas discussed than just the barriers. Mrs. Marichi-Gordy stated that there are other ideas that could possibly be done such as painted asphalt but she does not know if they have been discussed. City Manager Slatcher explained that the City of Seaford would be responsible for the maintenance of this project once it is completed. This would include replacing any plants that die, curb replacement and repairs and anything else that needs to be repaired with the planters. The City would also be responsible on maintaining the plants all year long. Councilwoman Phillips-Lowe stated that this is the first time that she has seen and heard of this information and she feels that it needs to be looked at more into details before making a decision. Councilman Mulvaney made a motion take the request under advisement until next meeting; Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 2, Present for approval Seaford's shared cost for the Smart911 technology to be incorporated into emergency 9-1-1 call center. Mayor Genshaw stated that is something that the City is partnering with Sussex County along with Rehoboth to offer Smart911. It is a service that you sign up for on the website. You create your own profile with your phone number about you and your

family members with as much details as you would like and when 911 is called by you the information pops up on the screen for the emergency responders. Councilman Henderson asked if there was a continuing funding or is this a one-time fee? Mayor Genshaw stated that the County has agreed to pay for our first year as well as Rehoboth after that we will take it each year. The City has the option to start or stop at any given time. Councilman Henderson made a motion to approve the one-time fee charged by Smart911 for Seaford in the amount of \$5,000 to be paid from the 911 Reserve Fund as a non-budgeted expense. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 3, Present various committees for appointment, operations, antique fire truck, parks and recreation and 150th anniversary. Mayor Genshaw recommends the following people for the committees, Operations – Councilman Henderson- Chair, Dolores Slatcher, Charles Anderson, Judy Schwartz, Berley Mears, Frank Raskauskas and E. Scott Morgan. Antique Fire Truck Committee – Bill Slatcher- Chair, Rick Marvel, Barry Coulhoun, Ron Marvel, Mike Vincent, Mark O’Bier, Randy O’Bier, Wayne Rigby and John Botdorf. The 150th anniversary committee – Natalie Wilson- co-chair, Lynn Brocato-Co-Chair, Councilman Holland, Dolores Slather, Bill Bennett, Trisha Newcomer, Tina Hurley, John Hollis, Jim Bowden, Jim Blackwell, Dan Cannon, Linda & Don Allen. The Parks and Recreation Committee – Councilman Holland – Chair, Dolores Slatcher, Natalie Wilson, Tina Hurley, Gary Andrews, Vince Evans, Austin Kraft, Norma Ortiz, Jean Briggs, Derrick Lang, Scott Coulbourn and Debbie Buttridge. Councilwoman Peterson made a motion to approve Mayor Genshaw’s appointments to the Operations, Antique Fire Truck, Parks & Recreation and 150th Anniversary Committees as presented. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 4, present on behalf of the Nanticoke Watershed Alliance the 2013 Nanticoke River Report Card. City Manager Slatcher stated that the information has been given out to everyone. This year the scoring went from a B- to a C+. She said that it is mostly due to the boating traffic which causes the mud to churn up. She added that this will not prevent the City from doing the float in at Riverfest, the water will still be tested every year for that event.

Mayor Genshaw presented New Business # 5, Present the recommendation for the borrowing of funds for the 2014 Derrick Digger. City Manager Slatcher stated that a request for quotes was sent to seven of the local financial institutions and one equipment leasing institution for \$198,000. There were five quotes sent back with the recommendation being to use Bank of Delmarva using a secure variable rate. They currently have the lowest fixed and variable rates at this time. Councilman Henderson asked if it is planned to go the full term with the loan. City Manager Slatcher stated that that would be the plan unless the interest rates go down, then the loan would be paid off early and if the interest rate goes up then we would go back to the bank to renegotiate the rate. Councilman Mulvaney made a motion to approve the borrowing of \$198,000 from the Bank of Delmarva with a variable rate, at present 2.28% which is 70% of prime for five years for the Derrick Digger Truck. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business # 6, Present information on the Downtown Development District for discussion and approval to file an application for designation. The C-3 zone in the downtown area was shown to the Council. It is being looked at to utilize the C-3 that is already in place downtown and placing that as the downtown development district which will go from King Street over to S. North, down around the river and comes back up with the exclusion of Soil Service. The applications are due on November 1st and

an incentive has been worked on but it has not been finalized. The Economic Development committee would like to be used to finalize the incentive to get this to move forward so that the application can be turned in on time. Councilman Henderson asked why the Palmer's property was excluded. City Manager Slatcher stated because it was not in the C-3 zone which they choose not to do. Councilwoman Peterson made a motion to approve the City of Seaford making application for the Downtown Development District Designation authorizing staff and the Economic Development Committee authority to finalize an incentive for the area which is required as part of the application. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Delaware Municipal Electric Corporation meeting, Dover Downs, September 24th at 5:30 p.m.
- Delaware Technical & Community College, Trisha Newcomer, Economic Development Manager recognition, Walk of Success, September 24th at 6 p.m.
- Peninsula Urology, Chamber Mixer, September 25th, 5 p.m. – 7 p.m.
- SCAT, October 1st, at 6 p.m., Lewes Yacht Club, Lewes, DE 6 p.m.
- City of Seaford Police Department, Community Night Out, Virginia Ave, October 2nd, 5 p.m. to 8 p.m.
- Nanticoke Cancer Center, Breast Cancer Awareness Walk, starts at the Cancer Center gathering at 7 p.m. with step-off at 7:30 p.m. ending at Gateway Park for ceremony, October 6th
- SET meeting, City Hall, October 7th at 6:30 p.m.

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported that officers were available for the Shift Density event this past weekend and will be providing officers for coverage during Apple Scapple. The fire department participated in the Volunteer Fire Department Association Convention parade last weekend. The department took 3rd place in the state for marching. Rich Toulson's position as President of the organization ended. The department will be participating in National Night Out and the following week is Fire Prevention Week. Ronnie Marvel and Rich Toulson went out to Indiana last week and picked up their new drive trailer and when the lettering is completed they plan to bring it to City Hall for viewing. To date this year, there have been 2,341 ambulance runs and 465 fire alarms.

Councilman Mulvaney reported that Finance Director June Merritt has been finishing up things from the audit, and has also been continuing training of new duties with staff members. She obtained and analyzed a loan proposal for the Derrick Digger Truck. She reviewed background check rules for employees and volunteers. Charles Anderson, Assistant City Manager attended departmental meetings, worked on the downtown development district draft and finalize the police department generator proposal for publication. Dolores Slatcher, City Manager met with Nylon Capital Shopping Center representatives about their property, attended the rollout for Smart911 and Nylon Event at Invista. She attended the Southern Dental mixer and attended the Shift Density event on Saturday.

Councilman Holland reported that all fall sports are underway. Volleyball starts next Monday and planning has begun for basketball with deadline to sign up is on October 31st. They are also preparing for National Night Out on October 2nd.

Councilman Henderson reported that Trisha has been working on the implementation on the Smart911 system as well as working on the downtown district information. She has been planning for the Cancer Walk for October 6th. She attended a 150th Anniversary meeting and all other business is routine. In Public Works, the Arbutus Well is back online. The department resumed big pile pick-ups for two straight days to try to catch up. The Dover Electric Lift Station has been temporary repaired. There were letters recently sent out to customers regarding the manual water meter replacement project. In WWTF, compost sales are increasing. The general performance is reported as excellent. In the Code Department, work on the flood hazard ordinance is ongoing. There has been 5 permits issued and approximately 27 code related letter were sent out.

Councilwoman Peterson reported that Rick Garner, Electrical Engineer assisted with specifications and drawings for the Police Department generator and Parks Building. He investigated power quality complaint for a customer at the Ross Business Park and also investigated an outage at the Pine Street Substation. Bill Bennett reported that new primary and secondary underground wire were pulled at Belle Ayre subdivision phase 1B. The service at Rite Aid has been switched from the old pole to the new pole for the Stein Highway project. There was an outage on circuit 290 for about an hour.

With no further comments, Mayor Genshaw called for a motion to close the Regular Meeting of Mayor and Council. Councilwoman Peterson 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 8:12 p.m.

Dolores J. Slatcher, City Manager

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