

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

July 12, 2016

7:00 PM

Mayor David Genshaw called the Regular Meeting to order with the following present: Councilwoman Grace S. Peterson, Councilwoman Leanne Phillips-Lowe, Councilman Orlando Holland, Councilman William Mulvaney and Councilman Dan Henderson. City Manager Dolores Slatcher, Assistant City Manager, Charles Anderson and Economic Development Manager, Trisha Newcomer, were also present.

Councilman Holland offered the opening prayer and Mayor Genshaw led those present in the Pledge of Allegiance.

Mayor Genshaw solicited any changes to the agenda. City Manager Slatcher, stated there were none.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of June 28, 2016. Councilman Holland made a motion to approve the minutes from the June 28, 2016 Council Meeting. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

CORRESPONDENCE

There was none.

NEW BUSINESS

Mayor Genshaw presented New Business # 1, Discuss inquiry by the Town of Bridgeville if Seaford has an interest to treat wastewater from Bridgeville and Greenwood. Assistant City Manager Charles Anderson stated that the City would work with the Town of Bridgeville to discuss Seaford being a treatment plant for Bridgeville and Greenwood's wastewater. Mr. Anderson asked that Bridgeville Town Manager, Jesse Savage, come forth to discuss what options Bridgeville currently has for their wastewater facility and what the future would hold for an upgraded plant. Mr. Savage stated that the Town of Bridgeville is required to upgrade its wastewater treatment plant by 2019. They currently process 400 thousand gallons, where the current plant can process 800 thousand gallons, and with the City of Seaford currently processes approximately one million gallons, the future upgrade to the current Seaford plant would possibly allow the City to take on wastewater from Bridgeville and Greenwood as well. City Manager Slatcher stated that there is not a current upgrade design in place, but if City Council would be interested in working with Bridgeville to become a regional treatment plant it would allow the City to serve annexed lands along Sussex Highway as well as Bridgeville and Greenwood.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked Mr. Savage if the upgrade for their future plant would allow for growth past the 800 thousand gallons designed for.

Mr. Savage stated yes, the engineers have based their design and plans for a twenty year build out, including lots still available in Heritage Shores.

Councilman Mulvaney stated that exploring the option could be beneficial for the City in providing plant treatment of wastewater for undeveloped areas and future residences.

City Manager Slatcher, stated that the design for the City's new plant would not take place until late 2017, but at that point the engineers could discuss design, field work, etc. to make the treatment plant regional to Bridgeville and Greenwood.

Mayor Genshaw stated that the staff would work with Bridgeville for preliminary exploration of the new plant.

Mayor Genshaw presented New Business #2, Information on Riverfest. Economic Development Manager and Riverfest Chair, Trisha Newcomer, came forward to present. Mrs. Newcomer stated that vendors and visitors were down from previous years, but with the extreme heat and July fourth weekend prior to Riverfest being closer this year, that may have been the cause. Both the Float-in and hidden idol were a big hit. The float-in brought in over 450 floaters; while the hidden idol was found early, it always brings a lot of people down town. The Mayor's Challenge went well, and seven elected officials participated in it. She reported Sussex County Council President Michael Vincent won the Mayor's Challenge. Trisha thanked all the staff, elected officials, and volunteers for all of their support, and long hours helping with Riverfest.

Mayor Genshaw presented New Business #3, Application to DNREC for participation in Wastewater and Drinking Water Asset Management program. Assistant City Manager, Charles Anderson came forward to discuss the program. The Wastewater and Drinking Water Asset Management incentive program through DNREC is a grant based program. The grant is a five-year program that could allow the City up to \$200,000.00 in funds. The grant allows for \$100,000.00 for sewer systems, \$100,000.00 for drinking water systems, and GIS mapping systems. The City would have to submit an application for funding through DNREC, but it is very competitive.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Mulvaney asked if the GIS will help with locations.

Mr. Anderson stated that the GIS is a Geographical Information System. This will map out the entire water system, including water lines, valves, etc. and help locate them as well; down to a four-inch accuracy.

Councilwoman Peterson asked who can apply for the grant, since it is competitive?

Mr. Anderson stated that any municipality can apply. Some larger cities, such as Wilmington, Newark, etc. have already mapped their systems, so they would not be applying.

Councilman Henderson asked if the funding is a multi-year aspect, and is split up.

Mr. Anderson stated that data collection alone takes a while. They would have to compile all paper maps and digitize those and then collect new data, which will take a few years.

With no further questions or comments, Mayor Genshaw called for a motion.

Councilwoman Phillips-Lowe made a motion to approve Resolution authorizing the preparation and submission of an application of the Delaware Department of Natural Resources and Environmental Control, Financial Assistance Branch, for participation in the Wastewater and Drinking Water Asset Management incentive program in order to receive up to \$200,000.00 in grant funds, no-match required, to develop and implement an asset management program for the Town's drinking water and wastewater facilities.

Mayor Genshaw then called for a Roll Call Vote:

Councilman Henderson voted yes;
Councilwoman Phillips-Lowe voted yes;
Councilwoman Peterson voted yes;
Councilman Mulvaney voted yes;
Councilman Holland voted yes.

OLD BUSINESS

There was none.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- Public Hearing scheduled for Pine Street Electrical Substation Expansion and Reconstruction including other distribution work for 7 p.m. on July 14 and July 28, 2016.
- Ribbon cutting, DE Teen Challenge, Friday, July 15th at 10 a.m.
- Seaford employee Splash Party, Seaford Community Swim Center, July 20th from 5:30 p.m. until 8:30 p.m.

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported that she did not have a fire report this week. In the Police Department, for the month of June, there were 789 911 calls, 501 cell phone calls, 2917 administrative calls and 85 VIOP calls. There were 1365 police calls, 278 EMS calls and 54 fire calls for service. Oral boards for police officers were completed on June 30th and CID is working on conducting background checks. On July 1st Cpl. Larion, Little, Horn,

Scott and Chambers were all promoted to Senior Corporal. During Riverfest there were 18 calls for police with 2 being arrested and 1 EMS call.

Councilman Mulvaney reported that Berley Mears, Director of Public Works, and Public Works personnel continued working on the Locust Street/ Senior Center parking project and the curbing is scheduled to be done this week followed by the sidewalk. The department assisted with Riverfest, including curb painting downtown, and removed faded signs along Third Street. The Wastewater Treatment plant performance, leachate treatment and dewatering are all going well. New buckets and hinges on the east grit collector installation are complete as well as the panel repairs to oxic train #4 panel. The compost facilities product remains sold out with a waiting list of customers.

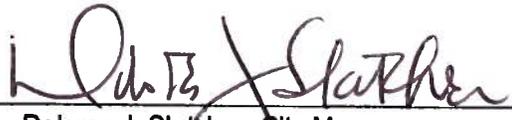
Councilwoman Peterson reported that Josh Littleton, Building Official, continued processing Riverfest vendor applications, worked on vendor layout and the department helped with the Riverfest event. Mr. Littleton met with commercial property tenant, and attended a meeting at Methodist Manor House. The Parks Department continues regular grass cuttings, began prepping softball and soccer fields, and cut/trim all properties near City Hall for Riverfest. The Recreation Department continues youth flag football sign-ups and co-ed softball starts Sunday.

Councilman Henderson reported that Rick Garner, Electrical Engineer, continued work on the Circuit 330 addition from the Ross Substation. He also worked with the coordination of an Asset Management Grant application and the PJM Demand Response Program. Mr. Garner helped during Riverfest, investigated an issue with the tap changers at the Pine Street Substation; further diagnosis by Blake Chaffinch revealed the problem which should resolve the issue when parts arrive later this week. Superintendent, Bill Bennett, and Electric Department personnel started work in Kiwanis Park for the Fire Department Tribute, and associated improvements and worked with Public Works Department to coordinate a lane closure on Stein Highway with DelDot in the Kiwanis Park area. An outage on Woodlawn Avenue recently disrupted power to 14 residents for approximately 30 minutes due to a squirrel. The department worked on meter readings, and assisted with set-up of Riverfest.

Councilman Holland reported City Manager, Dolores Slatcher, attended multiple meetings, including a meeting at Direction One Insurance, a mixer at Ross Mansion for the Historical Society and a groundbreaking for the Meadowbridge complex. Mrs. Slatcher helped with Riverfest events, held eleven interviews to fill four positions with the Police Department, and met with potential clients for the BASF building. The Administrative department worked with Atkins Management on Hooper's Landing's revenues, met with auditors for end of the year inventory count, and prepared for fiscal end of year budget. Gary Andrews started as Information Technology Manager on July 1st.

With no further comments Mayor Genshaw called for a motion to adjourn the Regular Meeting of Mayor and Council. Councilman Henderson made a motion to adjourn the Regular Meeting of

Mayor and Council. Councilwoman Peterson seconded the motion. Motion so passed with all present voting in favor. The Regular Council Meeting was closed at 7:39 p.m.



Dolores J. Slatcher, City Manager

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