

*"A Historic Past"*



*"A Bright Future"*

CITY OF DELAWARE CITY  
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Delaware City, Delaware 19706  
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CITY OF DELAWARE CITY  
BOARD OF HEALTH  
Meeting on Wednesday, January 12, 2011 at Delaware City Town Hall

**CALL TO ORDER**

The regular meeting of the Board of Health was called to order at 7:10 p.m. Those present included John Buchheit, Stan Green, Ron Graham, and Deborah Crabtree.

**ACTION UPON MINUTES OF PREVIOUS MEETING**

Board Member Green made a motion to accept the July 29, 2011 Board of Health meeting minutes with no changes. Board Member Buchheit seconded this motion.

**NEW BUSINESS**

Jeff Montgomery articles about Delaware drinking water

Given the time that has passed since the articles and the actions taken by Mayor and Council, Board Member Stan Green recommended that this agenda item be tabled. All present agreed. It was also suggested that I ask Acting City Manager Kathy Walls if there were any updates about this.

**OLD BUSINESS**

Recommendations to Mayor and Council for new Board of Health members; Brian Chandler, D.C. – member of Board; DCFC Representative

The outstanding Board of Health recommendations to Mayor and Council regarding revisions to the Board of Health sections of the Delaware City Charter and Code were discussed. Outstanding recommendations are as follows:

Outstanding June 2010 Recommendation

The Charter and Code, in X.10-02.A. and VII.21-52. respectively, be amended to lift the residency requirement for a physician serving on the Board of Health.

Outstanding May 2010 Recommendations

The Board of Health be renamed "The Board of Health and Safety." The revised name would be more representative of our role as cited in the Charter - X.10-02.B. "The Board of Health ... shall

report to the Mayor and Council in writing whatever in its judgment is injurious to the health and **safety** of the citizens and shall make recommendations to the Mayor and Council..." and as cited in the Code- VII.21-58.d. "The Board shall have the power to require reports and information from any school, hospital or other institution, or from any physician, undertaker or other individual regarding conditions of health and **safety**."

#### Revised

The Charter and Code, in X.10-02.A. and VII.21-52. respectively, be amended to require that at least one of the members of the Board of Health be a representative of the Delaware City Fire Company or have a representative from the DCFC Chief's Office attend and serve as an advisor.

#### Outstanding March 2010 Recommendations

The Charter (X.10-02.A.) and Code (VII.21-51.) be amended to permit 7 persons (versus the current limit of 5) to be more similar to other committees such as Historic Preservation Commission and the Planning Commission. This would allow additional persons from the Fire Department, Police Department and other interested key players to be involved in the Board of Health.

The Charter be amended to so that it is consistent with the Code to state there "**shall**" be a Councilperson on the Board of Health. Currently, the Charter (X.10-02.A.) states, "The Board of Health ... and one of whom **may** be a Councilperson, who is assigned to the Board of Health." In contrast, the Code (VII.21-52.) states: "One member **shall** be the Councilperson of Delaware City in charge of the Board of Health..."

There is a charter subcommittee of Mayor and Council currently working on these and other proposed changes. It was suggested that we ask Mayor and Council for a status update on this subcommittee. It was also suggested that we ask Acting City Manager Kathy Walls to ask the attorney for clarification on the definition of "citizen." It says, "...must be **residents** of Delaware City..." in the Charter and, "...all members shall be **citizens** of the City of Delaware City," in the Code. It was also suggested that Ms. Walls as the attorney if Mayor and Council has the ability to waive this restriction as we do have a physician, Brian Chandler, D.C., who has expressed interest in possibly becoming involved with the Board of Health.

#### Mosquito spraying

The Board of Health made the following recommendation to Mayor and Council:

#### Outstanding July 2010 Recommendation

The Board of Health requests that Mayor and Council include in the next Delaware City newsletter information on how citizens can sign up to receive DNREC spraying announcements.

Sometimes the DNREC spraying announcements come the same day as the spraying so receiving the announcements would be the best way to receive notification. As this recommendation has been made, Board Member Stan Green recommended that this agenda item be tabled. All present agreed. This also

led to a discussion that in addition to adding this to the newsletter, I should ask Acting City Manager how the Board of Health can add items of interest to the newsletter. Chairperson Crabtree said she would make this request.

Institute for Public Administration, University of Delaware – Toolkit for a Healthy Delaware: Bringing Communities and Health Together

This is a resource available to the city and would be a tool that perhaps the City Manager could utilize and ask for Board of Health assistance when needed. Board Member Stan Green suggested that I send this information to Acting City Manager Kathy Walls. As the information will be provided to the City Manager, Board Member Stan Green recommended that this agenda item be tabled. All present agreed.

Citizen Corps

This is a topic of interest to the Board of Health. Board Member Stan Green requested I bring additional information to the next Board of Health meeting for further discussion. All present agreed.

Response from Mayor and Council to Board of Health recommendations

It was discussed that we would bring outstanding recommendations to Mayor and Council on a monthly basis until they are resolved.

Thread on Paul Johnson's facebook discussion board for Board of Health (BOH)

After discussion, it was decided that Chairperson Crabtree would ask Paul Johnson for more details about what he would like me to present and we will discuss at the next Board of Health meeting before proceeding.

Sale of food

There were concerns that were raised about business owners on Clinton St. selling food items without the proper licenses and equipment. There was discussion about who should address this with the business owners. It was decided that Chairperson Crabtree would ask Acting City Manager Kathy Walls to ask the attorney about who is responsible for handling complaints and if concerns are brought to the Board of Health, where should they be directed.

Delaware City Cat Population

Concerns have been raised about the cat population in Delaware City as there seems to be an abundance of cats seemingly living outdoors. Steps have been taken in the past by the City and the owner of Pampered Pets participates with some programs. It was decided that Chairperson Crabtree would ask the owner for suggestions as to what the city could do to assist with this problem.

Trees on Delaware City land

It was decided that we should email the Tree Commission to see if they are taking any steps to ensure that the trees on Delaware City land are inspected on a regular basis.

Code/Charter Amending: Consistency; Renaming BOH; DCFC representative; Additional Seats for BOH; lift residency requirement for physician serving on BOH; enhance animal control regulations

Several of these issues were discussed above, waiting on the Mayor and Council Charter subcommittee.

Emergency Operations Plan (EOP): Technical Review Committee; Appointing of Emergency Manager; BOH meeting with City Mgr. & Fire Chief; EOP available to the public

Once the Board of Health researches Citizen Corps, it will be determined if we should continue recommending that this document be updated and utilized.

#### Animal Control Issues

For the animal control issue, there was discussion that it is difficult to have the manpower to enforce the regulations. Board Member Stan Green suggested that we “soft peddle” the issue, perhaps add information in the newsletter. It was determined that Chairperson Crabtree would ask Acting City Manager Kathy Walls. The Board of Health also discussed the dog run which would need significant funds to achieve. There is fine money, “penalty funds” available from DNREC/State of DE for various projects. In addition, Acting City Manager Cathy Walls may know as well. Board Member Buchheit said he would look into it.

Talking about the dog park led to a discussion about parks in general and Board Member Buchheit made a motion to make a recommendation to Mayor and Council that there should be signs posted with “park rules,” this may help with compliance. The motion was seconded by Board Member Green.

#### DNREC/Refinery contact

It was discussed that Chairperson Crabtree should ask Acting City Manager Kathy Walls if we can be added to any announcements so we can be kept in the loop.

#### Vacant Properties Follow Up; Rental Licensing and Inspection Program

It was discussed how to best handle complaints about properties. It was discussed that perhaps someone from the county, who handles our code enforcement, could come provide information about how complaints are handled, how for forward complaints, etc.

#### Other issues

We also discussed again that there are more seats available on the Board of Health. Board Member Buchheit said he knew a potential member and would reach out to that person and let us know.

#### **ADJOURNMENT**

Chairperson Crabtree adjourned the meeting at 8:07 p.m.



## ATTENDANCE SHEET – PLEASE SIGN IN

MEETING: Board of Health DATE: 1-12-11

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