

“A Historic Past”



“A Bright Future”

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CITY OF DELAWARE CITY
BOARD OF HEALTH

Meeting on Wednesday, April 13, 2011 at Delaware City Town Hall

The meeting was held at 5:00 p.m. instead of the regular 7:00 p.m. time to accommodate another meeting in Town Hall.

CALL TO ORDER

The regular meeting of the Board of Health was called to order at 5:07 p.m. Those present included John Buchheit, Ron Graham, and Deborah Crabtree.

ACTION UPON MINUTES OF PREVIOUS MEETING

Motion was made to accept the January 12, 2011 Board of Health meeting minutes with one revision. Motion was seconded.

Jeff Montgomery articles about Delaware drinking water

This item was not on the agenda but Chairperson Crabtree reported on the information she had received from Acting City Manager Kathy Walls regarding this issue. Ms. Walls had contacted National Testing Laboratories to conduct the independent water testing requested by Mayor and Council but was informed that they are not certified in Delaware. The only lab certified is Atlantic Coast which conducted the annual testing required by the DE Office of Drinking Water. Ms. Walls also met with DNREC and was informed that EPA will also be covering the cost of testing the age of the water. This is no longer an active Board of Health issue.

Mosquito spraying

This item was not on the agenda but there was discussion when going over the previous minutes and Chairperson Crabtree indicated that she did check with Acting City Manager Kathy Walls about this issue. Ms. Walls indicated that information about mosquito spraying was in the September 22, 2010 and March 18, 2011 City News, she reported on it at the February 28, 2011 Mayor & Council meeting, and there is a link is on the city's Public Services website. This is no longer an active Board of Health issue.

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

This item was not on the agenda but there was discussion when going over the previous minutes and Chairperson Crabtree indicated that she will re-send this information to the new City Manager once one is hired. This is no longer an active Board of Health issue.

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...”

Dr. Brian Chandler was present at the meeting and expressed interest in the Board of Health. As the issue of his residency has not yet been resolved, he understands that he currently cannot serve. The charter subcommittee of Mayor and Council has not met recently so all above recommendations are still outstanding.

Board Member John Buchheit resigned from the Board of Health because he will be sworn in as Mayor.

Resident Brenda Parker attended the meeting. She is interested in serving on the Board of Health and Mayor-elect Buchheit will make a motion for her to serve at the next Mayor & Council meeting.

It was also decided that Chairperson Crabtree will ask the city solicitor again 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; and ask if Mayor and Council has the ability to waive this restriction (in this case, for Dr. Chandler).

It was also discussed that while we wait for the recommendation that the Charter and Code be amended to state that one member of the Board of Health be a representative of the Delaware City Fire Company (DCFC) or have a representative from the DCFC Chief's Office attend and serve as an advisor, we advise the DCFC of the time for the regular meeting and ask them to send a representative. All present agreed.

Citizen Corps

Chairperson Crabtree brought some information about this topic to the meeting and said she would research it further to see if it would be useful for Delaware City to become involved.

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)

Chairperson Crabtree asked Paul Johnson for more details and will report back at the next meeting.

Sale of food

Chairperson Crabtree received information back from Acting City Manager Kathy Walls regarding this issue and presented it to the members. The Board of Health now knows the appropriate channels to follow and has the appropriate contact information if anyone asks us about how to file a complaint about a food establishment. This is now no longer an active Board of Health issue.

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 Chairperson Crabtree reached out to the owner of Pampered Pets and is waiting to hear back and will report back at the next meeting. Possible Board of Health member Brenda Parker also knows two organizations that may be possible resources, Friendly Felines and Paws for Cause.

Trees on Delaware City land

Chairperson Crabtree received information back from Tree Commission member Dawn Gwynn about the steps they are taking to ensure that the trees on Delaware City land are inspected on a regular basis. This is now no longer an active Board of Health issue.

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, Chairperson Crabtree was supposed to ask Acting City Manager Kathy Walls about adding information in the newsletter but this issue did happen to be featured in a recent newsletter. Going forward, information for the newsletter needs to be submitted to Kathy Clifton and it will be included based on space and priority.

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. Chairperson Crabtree asked Acting City Manager Kathy Walls about this but she had no information. Chairperson Crabtree found some information on the DNREC website and can report about it at a future meeting. But Acting City Manager Kathy Walls did indicate that once the new city manager is on board, applications such as these will need to go through the city manager.

Talking about the dog park led to a discussion about parks in general and a recommendation was made to Mayor and Council that there should be signs posted with "park rules," this may help with compliance. Outstanding recommendation is as follows:

Outstanding January 2011 Recommendation

The Board of Health requests that Mayor and Council create and post a sign in the park outlining "park rules." This may help with compliance.

It was discussed that the Board of Health should come up with sample language such as "no overnight camping," "no smoking," "no alcohol," "curfew," "clean up after your pet," "no excessively loud music,"

“dispose of trash,” etc. The Board of Health will finalize this list at a future meeting and add it to the recommendation. Perhaps DNREC would like to share the cost of posting such a sign. Once the recommendation is revised, the city manager can be asked how best to make that request.

DNREC/Refinery contact

Chairperson Crabtree asked Acting City Manager Kathy Walls if we could be added to any announcements. Ms. Walls said she would forward any correspondence she receives to me. In addition, Chairperson Crabtree is now a member of the refinery’s Citizen Advisory Panel. This is now no longer an active Board of Health issue.

Vacant Properties Follow Up; Rental Licensing and Inspection Program

Chairperson Crabtree asked Acting City Manager Kathy Walls and was given the phone number that Town Hall gives to individuals who want to report a code violation – 395-5555. The county doesn’t keep the city informed unless the city is making the complaint. Chairperson Crabtree is to also ask Chief of Police Dan Tjaden about the status of vacant properties, including those on the 100 block of Hamilton.

Other issues

Mayor elect Buchheit would like the Board of Health to investigate the emergency siren and see if the testing schedule can be posted and if information can be found on what an actual use of the siren would mean. Chairperson Crabtree said she would look into it; possibly check the State Emergency Management Office site.

The Board of Health should ask the Delaware City Environmental Coalition about the results of the air testing. Chairperson Crabtree said she would ask.

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

ADJOURNMENT

Chairperson Crabtree adjourned the meeting at 5:55 p.m.