



CITY OF DELAWARE CITY

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**MINUTES
CITY OF DELAWARE CITY
MAYOR AND COUNCIL REGULAR MEETING AND BOARD OF
APPEALS
NOVEMBER 16, 2015**

CALL TO ORDER – MAYOR AND COUNCIL MEETING

The Honorable Mayor Green called to order the Regular Meeting of the Mayor and Council at 6:30 pm.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Mayor Green led the Pledge of Allegiance to the Flag. He also asked for a moment of silence to remember the victims of the terrorism in France and their families. He asked the attendees to especially remember the young lady from California, who was in France in order to attend school, who also perished in the terrorist attack.

ROLL CALL

Present were The Honorable Mayor Green, Council Members Konkus, Titus, Johnson, Malinowski and Barrett. City Manager Cathcart, City Secretary Gwynn, Assistant City Clerk Clifton and Police Chief Baylor were also in attendance.

ACTION UPON THE TREASURER'S REPORT

City Treasurer Hartman was running late and was not in attendance when the Treasurer's Report would have been presented. Mayor Green said he would defer the Treasurer's Report until City Treasurer Hartman arrived.

Upon her arrival, City Treasurer Hartman presented the October 2015 Treasurer's Report. Discussion followed regarding various line items. *Council Member Johnson made a motion to approve the October 2015 Treasurer's Report, subject to audit. Council Member Barrett seconded the motion. A vote was taken, all ayes, motion carried.*

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

Council Member Titus made a motion to approve the minutes of the October 19, 2015 Mayor and Council meeting, as written. Council Member Konkus seconded the motion. A vote was taken, all ayes, motion carried.

POLICE REPORT

Police Chief Baylor reported the following:

- There have been an increased number of deer related traffic accidents, with one fatality. He asked people to slow down for at least the next month while the weather is warm. He said everyone should be very careful.
- Chief Baylor reminded residents that extra caution should be taken as it is getting dark earlier. When walking after dark, people should carry flashlights, dress in light colored clothing and walk on the sidewalk.
- There was a robbery last night. The investigation is ongoing. This was not a random event. Extra police and K-9 units have been working in the area. If residents have questions or see suspicious activity, call the police office or call 911.
- Encouraged residents to think about using caution while doing holiday shopping. There will be extra police on duty as the holidays approach.
- The "One Way" street sign that was in the circle by Veteran's Point will be replaced.

CITY SOLICITOR'S REPORT

City Solicitor Walton was not in attendance so there was no report.

CITY MANAGER'S REPORT

City Manager Cathcart reported the following:

- Although the crowds were low, River Towns Ride and Festival set records for racing and ride participants. The number of racers participating this year had to be cut off at 180. In addition, there were about 230 recreational riders. The financials have not been finalized, but the City will make money.
- The City has hired a part time Code Enforcement Officer. His name is Jose Perez and he works full time for New Castle County, doing the same duties. He started a few weeks ago and will work every Friday, some Saturdays and some Thursday evenings.

- Met with Becky Shepard (University of Delaware) and Joan Larrivee for the Historical Preservation Office to discuss the project to update the surveys of historical properties in Delaware City. Pretty sure of grant for the project which would take three years to complete.
- Grant-In-Aid for FY2017 has been submitted
- Attended a City sponsored Floodplain Workshop which is part of our mandatory training
- Awarded the playground grant for the amount applied for. The City will be working to complete the Seventh Street Playground before the end of the year. The City's match amount will be a little short but the money from the River Town's Ride and the Mayor's Ball, if approved by Council, should make up the shortfall. It will not slow the project.

General Meetings

- Main Street Delaware City Meeting
- Fort DuPont Redevelopment and Preservation Corporation Meeting
- River Towns Ride and Festival Meeting
- Friends of the African Union Church Cemetery Meeting
- Historical Preservation Commission Meeting
- Planning Commissioner Meeting

Project Updates

- Branch Canal Trail: The path into the AUC Cemetery has been completed as well as the berm that will protect the cemetery from storm water.
- Dragon Run Tide Gate/Dike Repairs: Project is progressing with the installation of the temporary drain pipe installed a few weeks ago.
- Washington Street Floor Mitigation: In the permit stage.
- Fifth Street Bridge Replacement: No update.

APPOINTMENTS, ANNOUNCEMENTS, COMMUNICATIONS

Mayor Green said he would like to appoint Vice Mayor Johnson as the chairperson of Delaware City Day. *Council Member Konkus made a motion to accept the appointment of Vice Mayor Johnson as chairperson of Delaware City Day. Council Member Titus seconded the motion. A vote was taken, all ayes, motion carried.*

REPORTS OF COMMISSIONS, COMMITTEES AND ORGANIZATIONS

Main Street - Esther Lovely, Executive Director, reported the following:

- The nominating committee and by-laws committee have been formed.
- Main Street Delaware City monthly meeting will be held November 17th. The focus will be to elect a new board and adopt new bylaws.
- The first draft of the by-laws is on the website.
- Seven memorial bricks have been ordered and delivered. An announcement regarding ordering bricks has been placed on facebook and in the *City News*.

- The annual Christmas Parade which will be held at 6:00 pm on December 12th is in the final planning phase. Delaware City Jaycees will help to execute the event. All organizations and businesses in Delaware City have been invited to participate. The starting point for the parade will be at a new location on Kent Avenue at Fort DuPont.
- Main Street Delaware City is one of the top five finalists for the community restructuring cycling grant through Bike Delaware. A site visit took place today.
- The final application has been submitted for the Route 9 Bike Pedestrian Grant which is a partnership between The City, DNREC and DelDOT. The grant will be administered by Main Street. They are currently waiting on DNREC's audit department to issue a notice to proceed.
- A coffee roaster, who may move to Delaware City, visited the town.
- The McCarthy Christmas Tree Farm donated trees to replace four dead trees that line the walkway in the park. The Cutting Edge picked up the new trees, removed the dead ones and planted the new ones, at no charge.
- Encouraged residents to shop in Delaware City on Small Business Saturday.
- Main Street is partnering with the Fort DuPont Redevelopment Project and the Designer Showcase. Designer Showcase has agreed to hold an event in Delaware City, with a Designer Showcase House in the spring of 2017.

Delaware City Library – Josias Bartram, Library Director, reported that he has accepted a position with New Castle County. He encouraged everyone to take full advantage of the Library. He said a fundraiser and silent auction would occur at Crabby Dick's on December 3rd, when 20% of the daily profits would be donated to the Library. He added that the annual appeal letters were in the mail. He gave the statistics for the last two years to the Mayor and Council. He said there has been significant growth in fund raising and circulation since he has worked at the Librarian. Librarian Bartram had handouts of the upcoming Library events.

Mayor Green congratulated Mr. Bartram and commended him for the manner in which he has represented Delaware City.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Introduction and First Reading Ordinance 15-1019-01 – Relating to Updating the City's Zoning Map

Council Member Konkus made a motion to accept Ordinance 15-1019-01 - Relating to Updating the City's Zoning Map for introduction and first reading in

abstract and title only. Council Member Titus seconded the motion. There was no discussion. A roll call vote was taken, all ayes, motion carried. Mayor Green announced that a public hearing to discuss this ordinance would be held next month prior to the regular Mayor and Council meeting.

Introduction and First Reading Ordinance 15-1116-01-To Amend City Code 47-2 to Correct Error Regarding Adopting Body

Council Member Malinowski made a motion to accept Ordinance 15-1116-01 – To Amend City Code 47-2 to Correct Error Regarding Adopting Body for introduction and first reading in abstract and title only. Council Member Johnson seconded the motion. There was no discussion. A roll call vote was taken, all ayes, motion carried. Mayor Green announced that a public hearing to discuss this ordinance would be held next month prior to the regular Mayor and Council meeting.

RECESS MAYOR AND COUNCIL MEETING

Council Member Johnson made a motion to recess the Mayor and Council meeting in order to open the Board of Appeals for the 2nd Quarter Supplemental Assessment FY16. Council Member Malinowski seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.

CALL TO ORDER – BOARD OF APPEALS – 2ND QUARTER SUPPLEMENTAL ASSESSMENT FY16

The Honorable Mayor Green called to order the Board of Appeals – 2nd Quarter Supplemental Tax Assessment FY16 at 7:00 pm. He asked if there were any residents present who would like to appeal their tax assessment. There was no response.

RECESS BOARD OF APPEALS – 2ND QUARTER SUPPLEMENTAL ASSESSMENT FY16

Council Member Titus made a motion to recess the Board of Appeals – 2nd Quarter Supplemental Assessment FY16. Council Member Konkus seconded the motion. A vote was taken, all ayes, motion carried. Mayor Green recessed the Board of Appeals and explained that it would be reconvened prior to the adjournment of the Mayor and Council meeting.

RECONVENE MAYOR AND COUNCIL MEETING

Mayor Green reconvened the Mayor and Council meeting at 7:01 pm.

NEW BUSINESS (CONTINUED)

OWEN GECHTER, CFM – PRESENTATION ON RISK IN THE FLOOD PLAIN AND HOW TO REDUCE INSURANCE PREMIUMS

City Manager Cathcart explained this would be a brief presentation on risk in the flood plain and how to reduce insurance premiums. He added that there would be time following the meeting to discuss individual questions with the presenters. He pointed out that one of the former day care rooms was set up for these discussions. Three representatives from Smart Vent made the presentation.

BARBARA GREEN WELL MEMORIAL BRICK

Council Member Johnson made a motion that the Mayor and Council, on behalf of the City, donate a brick in memory of Barbara Greenwell, based on all her contributions to Delaware City. He noted that she was a New Castle County crossing guard for 39 years and was known and loved by all. Council Member Johnson asked members of Mrs. Greenwell's family to come forward with him to the podium to give a little history of Mrs. Greenwell. Mayor Green asked the Council for their permission, as this was not normal procedure. The Council agreed. Barbara Greenwell's daughter, Laura Nost gave a brief history of her mother's service. Council Member Barrett seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.

COUNCIL COMMENTS

Council Member Barrett - none

Council Member Malinowski – none

Council Member Titus – none

Council Member Konkus – Asked everyone to have a nice Thanksgiving.

Council Member Johnson – none

Mayor Green – Thanked everyone for attending the meeting this evening. He said that the terrorist attacks that recently occurred in Paris made him realize that we tend to forget how rapidly everything can change and how we take so much for granted. He thanked each individual Council Member for the job they do as a member of Council. He thanked them for their service, their commitment and highlighted their accomplishments. He also commended City Treasurer/City Clerk Hartman, Assistant City Clerk Clifton, Administrative Assistant Durand, Police Chief Baylor, City Solicitor Walton and City Manager Cathcart.

He pointed out the following accomplishments to date:

- \$550,000 in the coffers, which we have not had in years.
- Were awarded about \$1.4 million in grants for flood mitigation.
- Playground equipment upgraded, with improvements ongoing.
- Babe Ruth ball field upgraded, with improvements ongoing.
- Working on any type of business growth which will provide work and services for citizens.
- Mayor's Ball is coming up, with all profits going to Delaware City kids.
- Working on a history of all former Delaware City mayors.

CITIZENS COMMENTS

Kate O'Donnell, 109 Washington Street, expressed disappointment in the Streetscape Workshop as it was not structured as she expected. She pointed out a letter she had written to Mayor Green and City Council, regarding the deplorable condition of our sidewalks and stated that they are not in compliance with the Americans with Disabilities Act. She asked the Mayor and Council to take her letter to heart.

RECESS MAYOR AND COUNCIL MEETING

Council Member Johnson made a motion to recess the Mayor and Council meeting. Council Member Malinowski seconded the motion. A vote was taken, all ayes, motion carried. Mayor Green recessed the Mayor and Council meeting at 7:30 pm.

RECONVENE BOARD OF APPEALS – 2ND QUARTER SUPPLEMENTAL ASSESSMENT FY16

Mayor Green reconvened the Board of Appeals – 2nd Quarter Supplemental Assessment FY16. He asked if there was anyone present to appeal their tax assessment. There was not reply.

ADJOURN BOARD OF APPEALS – 2ND QUARTER SUPPLEMENTAL ASSESSMENT FY16

Council Member Johnson made a motion to adjourn the Board of Appeals – 2nd Quarter Supplemental Assessment FY16. Council Member Titus seconded the motion. A vote was taken, all ayes, motion carried. The Board of Appeals was adjourned at 7:30 pm.

RECONVENE MAYOR AND COUNCIL MEETING

Mayor Green reconvened the Mayor and Council meeting at 7:31 pm.

ADJOURNMENT

Council Member Titus made a motion to adjourn the Mayor and Council Meeting. Council Member Johnson seconded the motion. A vote was taken, all ayes, motion carried. The meeting was adjourned at 7:31 pm.

Respectfully submitted,
Dawn K. Gwynn
City Secretary