

*"A Historic Past"*



*"A Bright Future"*

CITY OF DELAWARE CITY  
407 Clinton Street - P.O. Box 4159  
Delaware City, Delaware 19706  
302-834-4573

**CITY OF DELAWARE CITY  
PUBLIC HEARING &  
MAYOR AND COUNCIL MEETING  
February 24, 2014**

**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**

Mayor Green led the Pledge of Allegiance to the Flag.

**ATTENDANCE ROLL CALL**

Present were Council Members Barrett, Titus, Johnson, Malinowski, and Buchheit. Also present were City Manager Cathcart, City Treasurer Hartman, City Secretary Gwynn, Assistant City Clerk Clifton, Police Captain Kaczorowski and City Solicitor Walton.

**ACTION UPON THE TREASURER'S REPORT**

City Treasurer Hartman presented the January 2014 Treasurer's Report. Discussion followed regarding cost of snow removal and the status of Delmarva Power's bills as they relate to Solar City's bills. City Treasurer Hartman explained that she did spreadsheets for one year before and one year after the installation of the solar array, in order to compare usage and cost. She said they are still working to get to the bottom line. *Council Member Johnson made a motion to approve the January 2014 Treasurer's Report, subject to audit. Council Member*

*Titus seconded the motion. No discussion occurred. 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 January 27, 2014 meeting as written. Council Member Barrett seconded the motion. No discussion occurred. A vote was taken, all ayes, motion carried.*

### **POLICE REPORT**

Police Captain Kaczorowski reported the following activity for the period from January 24, 2014 through February 21, 2014: 27 complaints requiring reports, 5 assists to other agencies and 10 criminal arrests.

### **RECOGNITION**

The Honorable Mayor Green recognized former Police Chief Daniel Tjaden with a proclamation acclaiming his exemplary service to the City of Delaware City as Police Chief since 1996, with a short time serving as City Manager in 2009. Mayor Green commended the Community Court program and the Probation and Parole satellite office that Chief Tjaden implemented. He also pointed out that Chief Tjaden applied for and was awarded a Title V grant to start the Community Center Youth Program. Many other accomplishments were also recognized. Mayor Green thanked the Chief and extended best wishes for his new position as Chief of Police in the City of New Castle, Delaware. Chief Tjaden's wife Susan was also thanked, as she stood by his side while he accepted the proclamation. Chief Tjaden thanked Mayor Green.

### **CITY SOLICITOR'S REPORT**

City Solicitor Waiton reported the following:

- Answered questions posed by City Manager Cathcart.
- Plans to attend the March 12<sup>th</sup> meeting of the Fort DuPont Project.

### **CITY MANAGER'S REPORT**

City Manager Cathcart reported the following:

- Held first public meeting on the Community Center/Dragon Run Trail Master Plan on January 29<sup>th</sup>. The turnout was good with some good ideas generated. An earlier meeting with about 15 youth proved to be very productive with some great ideas as well.
- Reviewed and made changes to the Fort DuPont Development legislation. The legislation should be introduced the second week of March. Should have more information at the next Mayor and Council meeting.

- Attended the State Wetland Conference in Dover concerning wetland preservation, flood mitigation, etc.

#### General Meetings

- African Union Cemetery Committee
- Mayors Ball Committee
- Historical Preservation Committee
- Delaware City Day Committee

#### Project Updates

- Branch Canal Project: Weather delays continue to halt work.
- Street, Sidewalks, Curbs: Contract delayed until spring.
- Community Center/Dragon Run Trail Master Plan: On schedule.

### **MAYOR AND COUNCIL COMMENTS**

Council Member Titus thanked the Council for passing the cat ordinance. She also informed them the grant period had not been opened yet.

She noted that there seems to be a drainage problem across from her shop on Clinton Street, as there is always standing water there and with the extreme cold, ice. City Manager Cathcart said he would look into it.

Council Member Buchheit reported the following:

- Asked when playground equipment could be purchased. City Manager Cathcart said he would know more after the Mayor's Ball as half of the profit is going to playground equipment.
- Asked Mayor Green if he had formed the ad hoc committee yet to study HPC's authority. Mayor Green said he would be doing that following the Mayor's Ball.
- Brought up trash cart violations. City Manager Cathcart said these would be enforced as soon as the police department reaches full compliment.
- Pointed out that there is no "Delaware City" sign on Cox Neck Road as you come into the City. He said he spoke with Representative Longhurst who said she thought she could get some money for the signage. City Manager Cathcart said the sign will be placed right on the edge of city limits as you come in Cox Neck Road.
- Asked who is taking care of the sign at the ball park since Chief Tjaden resigned. Chief Tjaden said Captain Kaczorowski and Officer Kerr have been trained to activate the sign.

- Discussion followed regarding pros and cons of posting open positions to Delaware City residents before advertising them for the general public.
- Questioned why the Council has to approve the appointments of the volunteers to the Delaware City Day Committee yet doesn't have to confirm the person hired to serve as Chief of Police. Discussion followed. City Solicitor Walton said these procedures are set in the City Charter. The City Manager is solely responsible for hiring to fill open positions, while the Mayor is responsible for making appointments to City Committees with the approval of the Council. Council Member Johnson said the Charter Committee was disbanded when the Charter changes were approved by the State Legislature. A new committee would need to be appointed in the future to review the Charter for possible changes. Council Member Barrett asked how many applicants there were for the Chief of Police position. City Manager Cathcart said the City had received 29 applications. The new Police Chief will help hire the officer to fill the full time vacancy. City Manager Cathcart said they will interview 8 candidates this week, in person or by phone. They will hopefully be able to select someone from that group. If not, the job will be reposted.

Mayor Green reported that he has been working extensively on the Third Annual First State Mayor's Ball. He thanked the volunteers who have been working so hard to make the ball a success. He wished Council Member Buchheit Happy Birthday.

#### **APPOINTMENTS, ANNOUNCEMENTS, COMMUNICATIONS**

There were none.

#### **REPORTS OF COMMISSIONS, COMMITTEES AND ORGANIZATIONS**

There were none.

#### **OLD BUSINESS**

There was none.

## **NEW BUSINESS**

### **Sale of Police Boat**

City Manager Cathcart said, for information purposes, the City has passed the ten year mark which would enable to City to sell the Police Boat. Chief Tjaden said the boat was appraised at about \$14,000 last year. Council Member Malinowski suggested that the boat be surveyed in order to get an idea of what it is worth and to give the buyer an incentive, as he would know what he is getting. The cost of a survey is approximately \$500. Council Member Johnson said the Fire Company has a brand new fire boat which would be available if necessary, so there wouldn't be an immediate need to purchase a new boat. City Manager Cathcart said it was not his intention to replace the boat.

### **Rescheduling March Mayor and Council Meeting**

Mayor Green said that he would like to reschedule the March meeting until March 24<sup>th</sup> so the Mayor and Council meeting doesn't fall on St. Patrick's Day. *Council Member Buchheit made a motion to reschedule the March Mayor and Council meeting to March 24, 2014. Council Member Barrett seconded the motion. A vote was taken, all ayes, motion carried.*

## **RECESS MAYOR AND COUNCIL MEETING**

The Honorable Mayor Green recessed the Mayor and Council Meeting at 7:00 PM.

## **CALL TO ORDER BOARD OF APPEALS FOR 3<sup>RD</sup> QUARTER FY14 SUPPLEMENTAL TAX ASSESSMENT**

The Honorable Mayor Green called to order the Board of Appeals for the 3<sup>rd</sup> Quarter FY14 Supplemental Tax Assessment at 7:00 PM. He asked if anyone present was interested in appealing their tax assessment. There was no response.

## **RECESS BOARD OF APPEALS FOR 3<sup>RD</sup> QUARTER FY14 SUPPLEMENTAL TAX ASSESSMENT**

Mayor Green recessed the Board of Appeals for the 3<sup>rd</sup> Quarter FY14 Supplemental Tax Assessment at 7:01PM.

## **RECONVENE MAYOR AND COUNCIL MEETING**

Mayor Green reconvened the Mayor and Council Meeting at 7:01 PM.

## **NEW BUSINESS (CONTINUED)**

City Manager Cathcart said the deadline for candidates to file for City Council is Friday, February 28, 2014. He reminded everyone that the business hours end

on Friday at 12:30 PM. Discussion followed regarding procedures if three candidates did not file to fill the three available positions. If only three candidates filed for the three vacant seats on City Council, an election would not be necessary.

**CITIZEN COMMENTS**

Ray Fruytier, 909 Fifth Street, asked where people would park for the new businesses downtown. City Manager Cathcart said he started to look into this last year. The refinery is giving land behind the municipal parking lot on Washington Street to the City for additional parking. The City would need to pay to have the parking lot constructed. The approximate cost would be \$100,000+.

Cynthia West, 217 Bayard Street, asked for a time line for repaving Bayard Street. She also asked when Bayard Street, between Fourth and Fifth Streets would be made one way. City Manager Cathcart said the paving would be redone in the spring when the asphalt plants reopen for the season. The one way change would be made at that time also.

**RECESS MAYOR AND COUNCIL MEETING**

Before Recessing the Mayor and Council Meeting, Mayor Green asked City Solicitor Walton if it was necessary to continue the Board of Appeals until 9:00PM as stated in the Agenda. City Solicitor Walton said that it was necessary to hold the Board of Appeals from 7:00 to 9:00. However, as there was no one present to appeal an assessment and all other business had been conducted, the Board of Appeals and Mayor and Council meeting could be adjourned. If someone were to come forward during the next week, saying they arrived after adjournment, their appeal could be heard at a later date.

Mayor Green Recessed the Mayor and Council Meeting at 7:05 PM.

**RECONVENE BOARD OF APPEALS FOR 3<sup>RD</sup> QUARTER FY14 SUPPLEMENTAL TAX ASSESSMENT.**

Mayor Green reconvened the Board of Appeals at 7:05 PM. He asked is anyone was present to appeal their tax assessment. There was no one present for that purpose.

**ADJOURN BOARD OF APPEALS FOR 3<sup>RD</sup> QUARTER FY14 SUPPLEMENTAL TAX ASSESSMENT.**

Mayor Green adjourned the Board of Appeals at 7:06 PM.

**RECONVENE MAYOR AND COUNCIL MEETING**

Mayor Green reconvened the Mayor and Council Meeting at 7:06 PM. Mayor Green said if there was no further business to discuss, he would like to adjourn.

**ADJOURNMENT**

*Council Member Buchheit made a motion to adjourn the Mayor and Council Meeting. Council Member Titus seconded the motion. A vote was taken, all ayes, motion carried. Meeting adjourned at 7:07 PM.*

Respectfully submitted,  
*Dawn K. Gwynn*  
City Secretary