

MILFORD CITY COUNCIL  
MINUTES OF MEETING  
February 9, 2015

The Monthly Meeting of Milford City Council was held in the Joseph Ronnie Rogers Council Chambers of Milford City Hall, 201 South Walnut Street, Milford, Delaware on Monday, February 9, 2015.

PRESIDING: Mayor Bryan W. Shupe

IN ATTENDANCE: Councilpersons Christopher Mergner, Garrett Grier III, S. Allen Pikus, Dirk Gleysteen, Owen Brooks, Jr., Douglas Morrow, James Starling, Sr. and Katrina Wilson  
Former City Manager Richard Carmean, Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

COUNSEL: City Solicitor David Rutt, Esquire

CALL TO ORDER

Mayor Shupe called the Monthly Meeting to order at 7:00 p.m.

He announced that Former City Manager was filling in for City Manager Hans Medlarz who had another commitment this evening.

INVOCATION & PLEDGE

The Pledge of Allegiance followed the invocation given by Councilman Starling.

APPROVAL OF MINUTES

Motion made by Mr. Pikus, seconded by Mr. Grier to approve the minutes of the January 12, 2015 and January 26, 2015 Council Meetings. Motion carried.

RECOGNITION

*Proclamation 2015-03/City of Milford Goes Red Month & Wear Red Day*

Cardiology Manager Cathy Mundorf of Bayhealth Medical Center requested the City of Milford assist the American Heart Association by promoting the month of February in the city as "Heart Month." Bayhealth is involved in a number of related events such as "Go Red" whose purpose is to increase heart healthy awareness for women.

Mayor Shupe read the following proclamation, proclaiming February 2015 as City of Milford Goes Red Month and Saturday, February 14, 2015 to be Wear Red Day in the City of Milford:

*Proclamation 2015-03  
City of Milford Goes Red Month & Wear Red Day*

*WHEREAS, heart disease is the number one killer of women yet is often preventable; and*

*WHEREAS, cardiovascular diseases cause one in three women's deaths each year, killing approximately one woman every minute; and*

*WHEREAS, an estimated forty-three million women in the U.S. are affected by cardiovascular diseases; and*

*WHEREAS, heart disease kills more women than all forms of cancer combined but is often undiagnosed; and*

*WHEREAS, ninety percent of women have one or more risk factors for developing heart disease yet only one in five American women believe that heart disease is her greatest health threat; and*

*WHEREAS, women comprise only twenty-four percent of participants in all heart-related studies; and*

*WHEREAS, since 1984, more women than men have died each year from heart disease, and the gap between men and women's survival continues to widen; and*

*WHEREAS, women are less likely to call 911 for themselves when experiencing symptoms of a heart attack than they are if someone else were having a heart attack; and*

*WHEREAS, the American Heart Association's Go Red for Women movement has been impacting the health of women for ten years and more than 627,000 women's lives have been saved and 330 fewer women are dying every day; and*

*WHEREAS, in honor of the 11th Birthday of National Wear Red Day on February 7, 2015, Go Red for Women is asking all women across America to Go Red by wearing red and speaking red:*

*\*Get Your Numbers: Ask your doctor to check your blood pressure and cholesterol.*

*\*Own Your Lifestyle: Stop smoking, lose weight, exercise and eat healthy.*

*\*Realize Your Risk: Women think it will not happen, but heart disease is the cause of one in three female deaths each year.*

*\*Educate Your Family: Make healthy food choices for you and your family; teach your kids the importance of staying active.*

*\*Don't Be Silent: Tell every woman you know that heart disease is their number one killer.*

*\*Raise your voice at GoRedForWomen.org.*

*NOW, THEREFORE, I, Bryan W. Shupe, Mayor of the City of Milford, do hereby proclaim the month of February 2015 as City of Milford Goes Red Month and Saturday, February 14, 2015 to be Wear Red Day in the City of Milford and urge all citizens to show their support for women and the fight against heart disease by commemorating this day by wearing the color red and by increasing awareness, speaking up about heart disease and empowering women to reduce their risk for cardiovascular disease.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford, Delaware to be affixed this 9th day of February, Two Thousand and Fifteen.*

Mayor Shupe then presented Ms. Mundorf with the proclamation.

*Proclamation 2015-04/National African-American History Month*

Mayor Shupe then proclaimed February as African-American History Month in Milford and read the following proclamation into record:

*Proclamation 2015-04  
African-American History Month - February 2015*

*WHEREAS, much of the City of Milford's honor, strength and stature can be attributed to the diversity of cultures and traditions that are celebrated by the residents of this area; and*

*WHEREAS, African Americans have played significant roles in the history of the State of Delaware and the City of Milford's economic, cultural, spiritual and political development while working tirelessly to maintain and promote their culture and history; and*

*WHEREAS, as a result of their determination, hard work, intelligence and perseverance, African Americans have made valuable and lasting contributions to the State of Delaware and the City of Milford by achieving exceptional success in all aspects of society including business, education, politics, science and the arts; and*

*WHEREAS, Americans have recognized black history since 1926, first as Negro History Week, later as Black History Month*

and today as National African-American History Month; and

*WHEREAS, National African-American History Month is a time for all Americans to remember the stories and teachings of those who helped build our nation, took a stance against prejudice to build lives of dignity and opportunity, advanced the cause of civil rights and strengthened families and communities; and*

*WHEREAS, during National African-American History Month, all Americans are encouraged to reflect on past successes and challenges of African Americans and to continue improving society so that we live up to the ideals of freedom, equality and justice.*

*NOW, THEREFORE, I, Bryan W. Shupe, Mayor of the City of Milford, do hereby proclaim the month of February 2015 to be AFRICAN-AMERICAN HISTORY MONTH in the City of Milford; I further encourage all residents to join me in honoring the many contributions made by African Americans throughout this community and to participate in the many educational events honoring the contributions of Black Americans.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford, in the State of Delaware to be affixed this Twentieth day of January in the Year of our Lord Two Thousand and Fifteen.*

Councilwoman Wilson thanked Mayor Shupe for recognizing African-Americans in Milford. Mr. Starling asked that Mayor Shupe provide President Jean Wylie with a copy.

#### MONTHLY POLICE REPORT

Police Committee Chairman Morrow presented the monthly police report. Mr. Pikus moved to accept the monthly police report, seconded by Mr. Grier. Motion carried.

#### CITY MANAGER REPORT

City Manager Medlarz submitted the following report:

##### Administration:

- " Made contact with a number of key businesses
- " Attended a symposium with School District officials
- " Coordinated Bayhealth campus utilities with representatives
- " Started mediation process between residents and Carlisle Fire Company regarding downtown siren use
- " Hosted an afternoon with Senator Carper and the Mayor
- " Coordinated design aspects of the DeIDOT Safe Routes to School project
- " Completed Rural Development compliance review
- " Coordinated possible public works agreement for S.E. utility expansion
- " Developed framework for solid waste ordinance revisions
- " Started electric tariff reviews
- " Distributed copy of the "Smoking Prohibited" ordinance adopted by Council in December to Americans for Nonsmokers Rights Foundation, Berkeley.
- " Completed annual bond disclosure documents

##### Electric Department:

- " Attended Thompsonville Overpass preconstruction and on site coordination meetings
- " Worked through connection issues regarding Watergate townhouse bldg. 3
- " Conducted several electric tariff meetings
- " Attended AMP Workshop "Basic Cost of Service Concepts" in Philadelphia
- " Continued tree trimming operations along Old Shawnee Rd. and Evergreen Terrace
- " Completed foundation for City Hall lighting Project

- " Partially completed electric relocation for Thompsonville Project up to a conflict point with Verizon Placed Lighthouse Christian Church transformer pads
- " Received delivery of the Wire Puller from Sauber Mfg.
- " Rewired and replaced 3 CTs, tested and replaced Perdue primary electric meter
- " Installed 2 solar meters at the following addresses
- " Repaired meter pan damage at 100 Causey Ave.
- " Compliance Environmental completed an Inspection on warehouse and
- " Compliance Environmental is working with Department on 2014 SARA 312 Chemical Inventory Report

Streets and Solid Waste Department:

- " Crews & office staff have been notifying customers of proper bulk pickup arrangements
- " Clearing City streets in anticipation of ordinance revisions
- " Completed leaf vacuum season by the first week of February
- " Culvert under Maple Avenue was reinspected and alternate repair options investigated
- " Prepared for major snow event

Water and Sewer Department:

- " Pulled & cleaned sewer pumps at S.E. Second Street pump station
- " Supporting Teal Construction at different sites
- " Repaired water leak at S.E. Second St. and Montgomery St.
- " Cleared several sewer backups.
- " Attended start-up of 10th Street water plant generator
- " Assisted in well draw down at Seabury Avenue water plant
- " Investigated as built conditions for sewer force main in Watergate subdivision
- " Participated in several meetings with CB&I with regards to the pile load testing
- " Attended S.E. water treatment plant pre-bid meeting

Mayor Shupe reported that he and City Manager Medlarz met with Milford School District officials to learn more about their referendum plans and what it means for the city at large. Superintendent Phyllis Kohel will be addressing council and taking questions and comments at the next council meeting on February 23<sup>rd</sup> in hopes of gaining city and council support.

The mayor also advised that he and the city manager continue to work with Bayhealth as they proceed with the plans for their new facility. They ensured them the city will provide all the support and assist with the infrastructure that is needed to complete that project that is west of Route 1 and adjacent to State Route 30 and Wilkins Road.

Mayor Shupe said he and Mr. Medlarz had spent time with Senator Carper and his staff discussing the city's initiatives. The mayor asked the senator how the city can encourage institutions of higher learning to consider moving to Milford to provide educational opportunities in this area.

Senator Carper's staff has been in contact with the President of Wesley College whom the mayor and City Manager Medlarz met with last week. They will also be meeting with the President of Delaware Tech Terry Campus in April.

As a result, they are exploring many opportunities for the vacant buildings in Milford including the current Milford Memorial Hospital.

He thanked Senator Carper's office for their efforts.

Mayor Shupe noted that he and the city manager have been talking with the Delaware Economic Development Office about strategic planning. They are still in the infant stages but hope to create a partnership and obtain some funding to get this accomplished.

He also referenced several bullet points in the city manager's report in regard to the electric, streets and water and sewer

departments.

Mr. Gleysteen asked what is occurring with the residents and the Carlisle Fire Company in regard to sirens. Mayor Shupe advised that some residents had concerns about the fire whistle being too loud or going off too often. Mr. Medlarz met with the fire chief and residents to discuss this. One of the things he explained to the residents is that not only does the fire whistle alert the fireman there is an alarm, it also warns residents to expect fire trucks and emergency vehicles on our streets.

Mayor Shupe stated that the siren is going off approximately five times a day and sounds one or two times during the night. The residents felt that with today's technology, firefighters can be texted or paged which could eliminate the need for the siren and associated noise.

The two groups are continuing to talk.

Mr. Brooks agrees that there is a critical need for sirens in the downtown area where there are more pedestrians and traffic tends to be more congested. He agrees the intent is for vehicles to reduce their speed and make people aware the firefighters will be responding. He recalled years ago, the traffic lights would blink each time there was an alarm. He emphasized the alarm is a caution and warning system in addition to alerting the firemen.

Mayor Shupe believes this is a matter of educating our residents.

Mr. Pikus noted that most of the complaints come from those in the downtown area.

No motion made.

#### COMMITTEE & WARD REPORTS

Ms. Wilson reported that she has received complaints about the condition of the grass in the big dog area due to its heavy use. It has become very thin causing the ground to be rough and uneven. The area for small dogs is in much better condition. She asked if it would help if the two areas were rotated so one wasn't used more than the other.

She explained that most people understand the weather has created some of the problems and perhaps we did not allow enough time for the grass to establish.

Mayor Shupe said he was there last week and there is a lot of activity so it is heavily used. He will follow-up with parks and recreation and get back with Ms. Wilson.

Mr. Starling and Ms. Wilson thanked Chief Hudson for installing the speed sign up on North Street Extended in an attempt to slow traffic down and in particular, motorcycles in the area.

#### COMMUNICATIONS & CORRESPONDENCE

##### *Circle of Light Fundraiser*

Ms. Wilson advised that Circle of Light has been helping homeless women, children and some men in this area for several years. A fundraising luncheon, "Lunch with a Purpose," will be held on March 4<sup>th</sup> at the Atlantic Sands Hotel in Rehoboth Beach. They are asking for donations such as a product, service or gift card that can be auctioned at the event. The proceeds go directly to the program whose recipients are in the Milford School District area.

Mayor Shupe announced the flyer will be distributed to each council member. Any donated items can be taken to the Presbyterian Church after which they will be transported to Rehoboth Beach.

##### *Mayor's Prayer Breakfast*

Mayor Shupe announced the annual Community Prayer Breakfast, honoring Milford's Mayor, will be held Saturday, March 21, 2015 beginning at 7:30 a.m. The buffet breakfast will be in the Crystal Room of the Milford Senior Center.

Guest speaker is Debra Puglisi Sharp who will share the inspiring message of her personal transition from victim to survivor. Debra, an R.N., is an inspirational speaker who has been featured on Oprah, 20/20, Montel, John Walsh Show, A&E Biography and the Bonnie Hunt Show.

Those attending will also be inspired with the musical talents and spirituality of Elder Isaiah Kilgo-Felder of Inner Circle Outreach Ministries and Pastor Joel Andrus of Lighthouse Christian Center.

He invited council to attend and asked they contact city hall for tickets.

## UNFINISHED BUSINESS

### *Introduction/Ordinance 2014-18/Chapter204/Amendment/Taxation*

Mayor Shupe reported that as has been discussed the last two meetings, this ordinance was developed to address some taxation rules and specifically supplemental bills, appeals and deadlines. Article VII of the City Charter has jurisdiction over city taxation, assessment, rates, etc. This addresses some problems encountered by city staff and after several meetings, new language is proposed to be added to Chapter 204 and some obsolete sections removed. Presently, that chapter governs the senior citizen's relief program and other miscellaneous tax issues.

The mayor advised this is the first step in the ordinance adoption process.

Mayor Shupe introduced Ordinance 2014-18 and encouraged council to contact him with the need for further clarification.

*WHEREAS, the taxation of real property constitutes a significant portion of the annual municipal revenues necessary to facilitate governmental operations; and*

*WHEREAS, it is in the best interest of the City of Milford, as well as its residents, to ensure that all properties are fairly and properly assessed for the purposes of taxation; and*

*WHEREAS, rules are hereby established regarding exemptions, dates, deadlines, appeals and annual and supplemental bills.*

*NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:*

### *Section 1.*

*Article II, entitled Exemption of New Improvements Added to Property, Sections 204-6 thru Section 204-11, is hereby removed:*

### *ARTICLE II - Exemption of New Improvements Added to Property*

~~§ 204-6. - Eligibility for new improvement exemption of real property taxes.~~

~~The exemption shall only apply to the increase in assessed value resulting from substantial rehabilitation, renovation or improvements of existing properties (residential, commercial, industrial, etc.) located within the city limits. New construction does not qualify.~~

~~The building permit for the said improvements must be issued prior to June 30, 2013 and shall be valid for a period of one year. The exemption shall be based on the change in the improvement assessment value only. The land assessment is not eligible for exemption under this article.~~

~~§ 204-7. - Amount of the exemption.~~

~~The amount of the exemption shall be determined by subtracting the value of construction per the building permit from the improvement assessment value following the new construction.~~

~~§ 204-8. - Application of the exemption and limitations.~~

~~The dollar amount of the exemption shall be multiplied by the property tax rate in the first full tax year following the issuance of a certificate of occupancy by the City. The dollar amount of the exemption shall be limited to a maximum of \$1,000 for residential properties and limited to a maximum of \$5,000 for all other properties. The exemption shall only be good for one year immediately following the issuance of a certificate of occupancy.~~

~~§ 204-9. - Appeals.~~

~~An aggrieved taxpayer may appeal from the disposition of an exemption claim in the same manner as is provided for appeals from assessments generally.~~

~~§ 204-10. - Due date for payment of property taxes.~~

~~Property taxes shall be payable on or before September 30th of each year.~~

~~§ 204-11. - Penalties.~~

~~To every tax not paid after the said date established in § 204-10, there shall be added and collected a penalty, for each month that the said tax remains unpaid. A penalty of one percent per month, or fraction thereof, shall be charged on all unpaid property taxes. City Council, by resolution, may impose a date later than that established in § 204-10 for the addition and collection of penalties.~~

Section 2. A new Article II, entitled Authority to Exempt Real Property from Taxation, is hereby added to read as follows:

ARTICLE II – Authority to exempt real property from taxation.

§ 204-6. The city council shall have the power to exempt real property located within the city from municipal property taxes when, in the opinion of the tax assessor, the same will best promote the public welfare. The city assessor shall be empowered to grant tax exemptions in the same fashion as a county exemption, pursuant to 9 Del. C. § 8105 and 8110, and upon the receipt of an application to the City of Milford filed by the organization to establish its entitlement to such exemptions.

§ 204-7. No assessment shall be made against that portion of a parcel during the period in which the portion qualifies for agricultural, horticultural or forest uses as more fully defined by 9 Del. C. § 8330 through 8337, inclusive.

Section 3. A new Article III, entitled Annual Tax Bill, is hereby added to read as follows:

ARTICLE III – Annual Tax Bill.

§204-8. The tax year shall run from October 1<sup>st</sup> through September 30<sup>th</sup> each year based on assessed values as of June 30<sup>th</sup>.

§ 204-9. Property taxes shall be payable on or before September 30<sup>th</sup> of each year.

§ 204-10. To every tax not paid after the said date established in 204-9, there shall be added and collected a penalty, for each month that said tax remains unpaid. A penalty of one percent per month, or fraction thereof, shall be charged on all unpaid property taxes. City Council, by resolution, may impose a date later than that established in 204-9 for the addition and collection of penalties.

Section 4. A new Article IV, entitled Supplemental Assessments and Tax Bills, is hereby added to read as follows:

ARTICLE IV- Supplemental Assessments and Tax Bills

§204-11. Supplemental Assessment Required.

A. Changes, including zoning and construction, shall require reassessment of the property at its fair market value as of the date of the last City-wide revaluation. A supplemental assessment will be determined for the amount of difference between the value stated on the regular assessment roll(s) and the new fair market value.

*B. Supplemental tax bills shall be issued when there is an increase in taxable value caused by any change as stated in 204-11. More than one tax year may be affected by the increase in value, causing more than one supplemental bill to be issued. Even when a property has been sold, the original owner may be billed for any change in value relating to the dates of their ownership.*

*C. The increase in assessed value resulting from the reassessment is reflected in a prorated assessment that covers the period from the first day of the month following the supplemental event to the end of the fiscal year.*

*§204-12. - Assessment Appeals.*

*A. Appeal date deadlines*

<i>Appeal filing deadline (Annual billing)</i>	<i>August 31<sup>st</sup></i>
<i>Appeal filing deadline (October billing)</i>	<i>November 30<sup>th</sup></i>
<i>Appeal filing deadline (January billing)</i>	<i>February 28<sup>th</sup></i>
<i>Appeal filing deadline (April billing)</i>	<i>May 31<sup>st</sup></i>

*B. Right to appeal is lost if appellant has missed the designated appeal date.*

*C. Appeals/refunds for errors or opinions of value from appellants will not be heard for prior years.*

*D. The assessment as revised and adjusted by the board of assessment appeals shall be the listed value for the year under appeal and shall be the basis for the levy and collection of taxes for the city.*

*Section 5. Dates*

*Introduction 02-09-15*

*Adoption (Projected) 02-23-15*

The ordinance is scheduled for adoption at the February 23, 2015 meeting.

*Ratification/Comcast Agreement*

City Solicitor Rutt advised the agreement added to the packet is not the latest version. Last Wednesday, he met with the Comcast representative for a couple of hours at which time they reviewed the entire contract. There are still a few questions he is waiting for answers to.

Mr. Rutt reiterated that the proposed amendments are still under review by various Comcast representatives including a regional vice president in Maryland and a vice president in New Hampshire. He feels we are very close to a final document.

Mr. Rutt reported that last year, the Comcast franchise fee totaled \$100,000; as a result, the ten-year agreement calculates into a \$1 million contract.

Mr. Grier noted the various changes in the term of the contract which was initially fifteen, then reduced to five, then changed to ten years. Mr. Rutt agreed it started as a fifteen-year contract with three five-year extensions. He changed it to five years with one five-year extension. However, the industry standard is ten years which is the term of the Smyrna, Dover and Felton contracts. He has reviewed a number of contracts from other municipalities from Virginia and Maryland as well.

He confirmed this is a non-exclusive contract which means Comcast cannot prevent another service provider from coming into the service area.

Mr. Rutt then explained that he removed the competitive equity section which stated that if the city entered into an agreement with another service provider, they would have the ability to match their terms if favorable to Comcast. They discussed that issue in depth though it is still unresolved.

The solicitor pointed out that in addition to Verizon who is providing cable service to areas just outside city limits, Amazon and Google are becoming aggressive in that field. Google started franchising in Florida and is now in North Carolina.

When asked if there is a penalty for terminating the contract prior to the conclusion of the ten years, Mr. Rutt explained there are liquidated damages included. Originally, Comcast had put \$250 a week, but Mr. Rutt changed it to \$75 a day to mirror the \$100,000 we receive annually.

He verified the original contract was a 15-year term with three automatic 5-year extensions.

Mr. Rutt feels the new contract will generate more revenue because the prior agreement was based strictly on video. This contract includes advertising, movies, etc.

Ms. Wilson noted that this is the first year the city has really negotiated the contract and appreciates the solicitor trying to do what is best for the city.

Mr. Rutt said he tried to persuade them to go with a different area programming. However, that is not possible because when they built out several years ago, they ran fiber optics from Sussex north and the change would be cost prohibitive.

He said there is a provision for the city to have a public channel, but any associated costs would be the responsibility of the city. The wiring was estimated to cost approximately \$50,000 a mile. However, that remains an option should technology change in the future that would reduce the costs.

Mr. Carmean said we should see a lot of competition for Comcast over the ten-year period of the contract.

## NEW BUSINESS

### *State of Delaware/DNREC/Mosquito Control Spray Agreement*

Mayor Shupe advised that Delaware Mosquito Control Section Division of the Fish and Wildlife, Department of Natural Resources and Environmental Control utilizes an Integrated Pest Management program to control mosquitoes in Delaware. The process for approving this process is explained in the packet.

Mr. Pikus recalled that the Meadows at Shawnee residents had problems with this spraying. He asked if that subdivision can be eliminated. Mr. Carmean said that the state used to spray there until concerns were raised by that development. Since that time, the city informs those residents prior to the spraying.

Mr. Brooks said that Joe Palermo told him that they were not informed their development was being sprayed.

Mr. Pikus moved to approve the DNREC Mosquito Control Spray Agreement, seconded by Mr. Gleysteen. Motion carried.

### *FY 2014-2015 Budget Adjustment/Shawnee Acres Trench Repair Project/Municipal Street Aid*

Mr. Carmean said the city received a complaint from DelDOT regarding a utility pipe that runs beneath a street in Shawnee Acres. It was installed in the late 1990's and roadway had settled over the years.

Jerry's Paving did the work and funding needs to be approved so payment can be made.

Mr. Pikus moved to authorize \$5,120 be paid from Municipal Street Aid for the Shawnee Acres Trench Repair work, seconded by Mr. Brooks. Motion carried.

### *Authorization/Legislative Letter/CTF & MSA Issues*

Mayor Shupe reported that Governor Markell's budget includes a reduction in the Municipal Street Aid Fund from \$5 million to \$3 million which is reflected in the Bond Bill. In addition, he has recommended legislative CTF funds be cut from \$16,750,000 to \$8,375,000.

Both Delaware League and SCAT have stressed the importance for each municipality to contact their representatives and senators and emphasize the critical value of this funding source and how any reduction will impair street operations and improvements.

Mr. Medlarz and Mayor Shupe drafted a letter in response and are asking for councils' support. The letter will be sent to Senators Simpson and Bonini and Representatives Kenton, Peterman and Wilson.

Mayor Shupe said an emphasis was put on some of the projects that will require this funding. He then read the following paragraph from the letter:

*The City of Milford maintains Airport Road and 10th Street representing a substantial section of roadway formerly under DelDOT's jurisdiction. All of you undoubtedly received calls from constituents regarding the condition of these two roads. Even just basic repairs are estimated above \$1.0 million. Therefore, the City Council unanimously selected this project as the highest priority and requests your mutual consideration for an allocation out of the Community Transportation Fund.*

He explained that work has been needed on Airport Road for a long time and it getting progressively worse. He and City Manager Medlarz agreed that it needs immediate attention. In addition to expressing concerns about the funding concerns in the letter, they felt it was important to emphasize the high priority of Airport Road.

Mr. Brooks pointed out that a few years ago, Airport Road was considered a back road. Now it is a major thruway and is heavily-traveled day and night.

Mr. Brooks moved to authorize this letter be signed by Mayor Shupe and City Manager Medlarz and it is sent to the legislators as previously stated, seconded by Ms. Wilson. Motion carried.

#### MONTHLY FINANCE REPORT

Through the sixth month of Fiscal Year 2014-2015 with 50% of the fiscal year having passed, 55% of revenues have been received and 48% of the operating budget expended.

Mr. Pikus reported our expenses are down. We are still waiting for a reimbursement of \$500,000 for the Southeast Front Street project which will bring the General Improvement Fund to a positive balance. Though several accounts that are down, he said the city is in fine shape.

Mr. Pikus moved to accept the finance report, seconded by Mr. Gleysteen. Motion carried.

#### ADJOURN

Mayor Shupe adjourned the meeting at 7:52 p.m.

Respectfully submitted,



Terri K. Hudson, MMC  
City Clerk/Recorder