

City of Milford



AGENDA

Council Meeting

May 4, 2015

*Joseph Ronnie Rogers Council Chambers, Milford City Hall
201 South Walnut Street, Milford, Delaware*

Annual Organizational Meeting

7:00 p.m.

Call to Order - Mayor Bryan Shupe

Invocation

Pledge of Allegiance

Certification by Board of Election

2015 Election Report - City Manager Hans Medlarz

Swearing In of Mayor and City Council/The Honorable William J. Walls, Jr.

Council:

Christopher H. Mergner-1st Ward Council

James F. Burk-2nd Ward Council

Douglas E. Morrow-3rd Ward Council

James O. Starling, Sr.-4th Ward Council

Election of Vice Mayor

Reappointment of City Solicitor

Appointment/Reappointment of Workforce Development Commissioners

Adjourn

City of Milford



April 26, 2015

Mayor and City Council
City of Milford
Milford, DE 19963

Honorable Mayor and Members of City Council:

There being only one candidate for each Office of Council Member in Ward One, Ward Two, Ward Three and Ward Four, the Election Board of the City of Milford hereby declares the following candidates elected for a two-year term beginning May 4, 2015:

Christopher H. Mergner - Ward One
James F. Burk - Ward Two
Douglas E. Morrow Sr. - Ward Three
James O. Starling Sr. - Ward Four

Said candidates are entitled to assume office without a formal election pursuant to 15 Del.C. §7555(j) which states as follows:

§7555. Candidates; eligibility; declaration of candidacy.

(j) Where the number of qualified candidates for an office is equal to or less than the number of seats up for election, the Board of Elections shall declare the candidate or candidates elected.

Respectfully submitted,
City of Milford Board of Elections

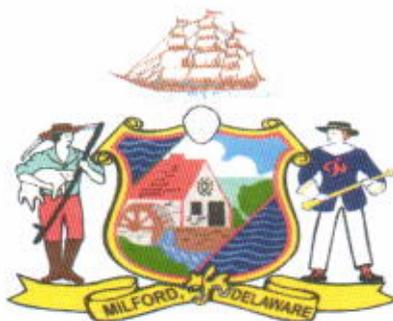
Karen Boone
Karen Boone

Joanne Leuthauser
Joanne Leuthauser

Phyllis Fox
Phyllis Fox

CITY OF MILFORD

State of Delaware



2015 City of Milford Election Report

Due to uncontested races for the First, Second, Third & Fourth Ward Council seats, the Annual City of Milford Election scheduled for April 25, 2015 was officially canceled. State law permits an unchallenged candidate to assume office without a formal election (15 Del.C. §7555(j)).

Given, First Ward Councilman Christopher H. Mergner, Third Ward Councilman Douglas E. Morrow and Fourth Ward Councilman James O. Starling, Sr. will retain their respective seats; James F. Burk will fill the recently vacated Second Ward Council seat, all to serve two year terms beginning this date, the 4th day of May 2015.

Hans M. Medlarz
City Manager

Chapter 69 - WORKFORCE DEVELOPMENT COMMISSION

- **§ 69-1. - Establishment.**

There is hereby established a commission to be known as the "City of Milford Commission of Workforce Development," hereinafter referred to as the "Commission."

- **§ 69-2. - Membership; appointment; terms of office.**

The commission shall be comprised of 5 members, one of said members to be the Mayor or designee, one of said members to be the Milford School District Superintendent or designee and 3 of said members to be appointed, all to serve without pay. Recommendations will be forwarded to the Mayor for appointments, subject to confirmation by city council. All members shall be residents of the Milford School District or employed therein. Following the time of their initial appointment, Commissioners shall be appointed or reappointed at the next annual organizational meeting. Thereafter, terms will be for one year beginning on the date of each subsequent organization meeting.

- **§ 69-3. - Removal.**

Members of the Commission may be removed by the majority vote of City Council for substantial neglect of duty, misconduct or a violation of the Code of the City of Milford.

- **§ 69-4. - Chairman; officers; vacancies.**

The Commission shall elect a Chairman, Vice-Chairman or any other officers deemed necessary. Any vacancy which may occur on the Commission shall not affect its powers or functions but shall be filled in the same manner in which the original appointment was made.

- **§ 69-5. - Meetings and records.**

The Commission shall hold meetings at a fixed and regular time in the Council Chambers at Milford City Hall. Meeting shall be open to the public per 29 Del. Code, [Chapter 100](#) (Freedom of Information Act "FOIA") and 29 Del. Code, [Chapter 5](#) (State Archives). Proper notification must be given and minutes generated. All records of the Commission shall be kept at City Hall in accordance with state law.

- **§ 69-6. - Sub and adhoc committees; members.**

Creation and establishment of any advisory group, board or panel must be approved by City Council. Non-Commission members will be appointed as required in [§ 69-2](#). Said groups are subject to the procedural requirements of FOIA.

- **§ 69-7. - Rules of procedure.**

Roberts Rules of Order shall apply to the conduct of the Commission meetings.

- **§ 69-8. - Powers and duties.**

It shall be the duty of the Commission to:

- A. Create an environment that would give the student an opportunity to develop marketable job skills and a work history to successfully compete in the job market upon graduation from Milford High School.
- B. Participate in the growth of an educational fund to be made available to the student upon graduation.
- C. Help the student learn what is expected of an employee in a business environment.
- D. Give the student an opportunity to acquire a sense of pride in earning an income.

E. Collaborate with the school district to monitor and evaluate the effectiveness of the program.

F. Monitor the financial aspects of the program, including but not limited to, donations and disbursements.

G. Partner with local business and industry to develop a viable network of employment opportunities for the student participants.

- **§ 69-9. - Consultation with outside sources.**

In carrying out its duties, the Commission shall collaborate with various groups interested in the problem of concern to the Commission, including but not limited to federal, state and county governments, public and private organizations and civic groups working in the field of workforce development and jobs programs.

- **§ 69-10. - Recommendations and reports.**

The Commission shall present its recommendations to the City Council as deemed necessary. At the first official meeting following the annual organizational meeting of the Council, the Commission shall present a detailed report of its work from the preceding year.

- **§ 69-11. - Contracts.**

The Commission is not authorized to enter into any contract or agreement with any public or private organization but shall recommend such course of action to the Mayor and City Council in order to carry out its assigned tasks.

- **§ 69-12. - Functions limited.**

The Commission shall not involve itself in activities or functions already assigned by law or decree to other governmental bodies.

WORKFORCE DEVELOPMENT COMMISSION

Members:

Dave Markowitz (Chair)

Councilwoman Katrina Wilson

Grant Curtis

Mayor Bryan Shupe (Required)

MSD Superintendent Designee Sylvia Henderson (Required)

(Terms Expire 05/31/15)