

MILFORD CITY COUNCIL
MINUTES OF MEETING
October 12, 2015

A Special Meeting of Milford City Council was held in the Joseph Ronnie Rogers Council Chambers at Milford City Hall on Monday, October 12, 2015.

PRESIDING: Mayor Bryan Shupe

IN ATTENDANCE: Councilpersons Christopher Mergner, Garrett Grier III, Lisa Peel, Owen Brooks Jr., Douglas Morrow Sr., James Starling and Katrina Wilson

Interim City Manager Jeffrey Portmann and City Clerk/Recorder Terri Hudson

COUNSEL: City Solicitor David Rutt, Esquire

CALL TO ORDER

Mayor Shupe called the Council Meeting to order at 6:18 p.m.

EXECUTIVE SESSION

Mr. Mergner moved to go into Executive Session reference below reason, seconded by Mr. Morrow.

Pursuant to 29 Del. C. §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed (Employee Issues)

Motion carried.

Mayor Shupe recessed the Council Meeting at 6:19 p.m. for the purpose of an Executive Session as permitted by Delaware's Freedom of Information Act.

RETURN TO OPEN SESSION

City Council returned to Open Session at 7:03 p.m.

Personnel Position

Position Change

Organization Charts

Mr. Grier moved to approve the revised Organizational Chart, which includes a new position and changes to existing positions, including a title change to public works director, seconded by Mr. Morrow. Motion carried with no one opposed.

Industrial Boulevard Intersection Striping

Mr. Portmann referenced a drawing showing the proposed striping of Industrial Boulevard between McDonalds and M&T Bank off US Route 113. He reported that this is DBF's best rendition of the striping.

The interim city manager asked council to review the plan and contact him with any concerns over the new week. He is hoping to accomplish this within the next couple of weeks and wanted councils' opinion.

He noted there were various scenarios based on each adjacent business, but this is the best rendition they could come up with.

Ms. Wilson said she is very happy that this is finally being addressed because it has been a problem for many years.

ADJOURN

With there being no additional business, Mr. Morrow moved to adjourn the Special Council Meeting, seconded by Mr. Starling. Motion carried.

The Special Meeting was adjourned at 7:10 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Terri K. Hudson". The signature is written in a cursive style with a large, looping initial "T".

Terri K. Hudson, MMC
City Clerk/Recorder

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Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

COUNSEL: City Solicitor David Rutt, Esquire

CALL TO ORDER

Mayor Shupe called the Council Meeting to order at 7:10 p.m.

INVOCATION AND PLEDGE

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

APPROVAL OF PREVIOUS MINUTES

Motion made by Ms. Wilson, seconded by Mr. Starling to approve the minutes of the September 14th Council Meeting and September 28th Public Hearing and Council Workshop, seconded by Mr. Brooks. Motion carried.

RECOGNITION

Proclamation 2015-20 Extra Mile Day

Mayor Shupe reported that Christine Ott of the Extra Mile America Organization reported that last year, we were one of 527 inspirational cities to recognize November 1st as Extra Mile Day. This is a day to recognize the people and organizations who are creating positive change in our communities through their extra mile efforts in volunteerism and service.

This started in 2009 by Founder Shawn Anderson who had a vision that one person CAN make a difference. Extra Mile Day has grown from 23 participating cities in its inaugural year in 2009 to an awesome goal of 550 cities this year.

He referenced the following proclamation:

PROCLAMATION 2015-20
Extra Mile Day

Whereas, Milford, Delaware is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively "go the extra mile" in personal effort, volunteerism, and service; and

Whereas, Milford, Delaware is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

Whereas, Milford, Delaware is a community which chooses to shine a light on and celebrate individuals and organizations within its community who "go the extra mile" in order to make a difference and lift up fellow members of their community; and

Whereas, Milford, Delaware acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support "Extra Mile Day" on November 1, 2015.

Now, therefore, I Bryan W. Shupe, Mayor of Milford, Delaware do hereby proclaim November 1, 2015 to be Extra Mile Day in the City of Milford.

I further urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country or world a better place.

Proclamation 2015-22/National Red Ribbon Week

Mayor Shupe reported that Seaford Young Marines Unit Commander Liza Morrison advised that the Young Marines are trying to get the word out to children across our area about the dangers of drugs. They are asking towns across Sussex County to pledge their efforts to Red Ribbon week by adoption a Red Ribbon Proclamation.

The mayor then presented the following proclamation to several members of the Seaford Young Marines who were in attendance:

PROCLAMATION 2015-22
RED RIBBON WEEK

Whereas, cities across America have been plagued by the numerous problems associated with alcohol, tobacco, and other drug use; and

Whereas, there is hope in winning the War on Drugs, and that hope lies in education and drug demand reduction, coupled with the hard work and determination of organizations such as the Young Marines of the Marine Corps League to foster a healthy, drug-free lifestyle; and

Whereas, governments and community leaders know that citizen support is one of the most effective tools in the effort to reduce the use of illicit drugs in our communities; and

Whereas, the red ribbon was chosen as a symbol commemorating the work of Enrique "Kiki" Camarena, a Drug Enforcement Administration agent, who was murdered in the line of duty and has come to represent the belief that one person can make a difference; and

Whereas, the Red Ribbon Campaign was established by Congress in 1988 to promote this belief and encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts; and;

Whereas, October 23-31, 2015 has been designated National Red Ribbon Week to encourage Americans to wear a red ribbon to show their support for a drug-free environment.

Now, Therefore, Be it Resolved That I, Bryan W. Shupe, Mayor of the City of Milford, do hereby proclaim October 23-31, 2015 as Red Ribbon Week in the City of Milford, in honor of the Seaford Young Marines and encourage all citizens, businesses, public and private agencies, media, religious and educational institutions to wear and display red ribbons and participate in drug-free activities throughout that week, joining other Sussex County communities in promoting the Red Ribbon Celebration and a drug-free America.

Proclamation 2015-23/Diabetes Awareness Month

Mayor Shupe then announced that Tarra Ketley of the Juvenile Diabetes Research Foundation of Delaware has requested the City of Milford promote the awareness of diabetes during the month of November along with other cities and states in the country with the following proclamation:

PROCLAMATION 2015-23
DIABETES AWARENESS MONTH

Whereas, nearly twenty-six million Americans have diabetes, a serious disease that has no cure, with someone diagnosed with type 1 diabetes every 35 seconds; and

Whereas, type 1 diabetes is an autoimmune disease that strikes children and adults suddenly and lasts a lifetime, requiring them to take multiple injections of insulin daily or continually infuse insulin through a pump; and

Whereas, one of the most significant risk factors for type 2 diabetes is obesity, those at risk of developing type 2 diabetes can reduce their chances of developing the disease by engaging in regular physical activity, maintaining a healthy weight and making nutritious food choices; and

Whereas, with more and more people becoming affected by diabetes every day, we must work together to better prevent, manage, and treat this disease; and

Whereas, an increase in community awareness of risk factors and symptoms related to diabetes can improve the likelihood that people with diabetes will get the attention they need before developing the disease its devastating complications; and

Whereas, with more than \$1.5 billion allocated to research since 1970, the Juvenile Diabetes Research Foundation is the worldwide leader in research funding for type 1 diabetes, and is committed to improving the lives of those with diabetes today and in the future.

Now, Therefore, I, Bryan W. Shupe, Mayor of the City of Milford, do hereby proclaim the month of November 2015, as Diabetes Awareness Month in the City of Milford and urge all residents to give full support to efforts enabling people with diabetes to live full and productive lives.

MONTHLY POLICE REPORT

Police Committee Chairman Morrow presented the report on behalf of Chief Hudson. Mr. Morrow moved to accept the monthly police report, seconded by Ms. Wilson. Motion carried.

Police Recruit Cory Swan was recently hired. He was a former seasonal officer at the department.

CITY MANAGER REPORT

Mayor Shupe referenced the Utility and Parks and Recreation Department reports included in the packet. Council members had no questions.

Mr. Brooks moved to accept the City Manager Report, seconded by Mr. Starling. Motion carried.

COMMITTEE & WARD REPORTS

Economic Development Committee Report

Economic Development Committee Chairman Garrett Grier reported that his committee met prior to the Special Council Meeting this evening.

No action was taken though they discussed the opportunity to create a revolving loan type loan where economic development funds would be used. A certain amount would be allocated each year and various ideas and perimeters were considered including the administration of the program.

Chairman Grier advised it is the plan of the committee and Economic Development Coordinator Rob Pierce to establish some guidelines.

Code Purple

Ms. Wilson reminded council the cold season is approaching. Code Purple sites support individuals who are homeless and provide a refuge when temperature or wind chills are 32 degrees or below.

The Multi-Cultural Church on NE Front Street has been established as a Code Purple Shelter and will be servicing women and children. Donations from the public are welcome and volunteers are badly needed at the shelter. Supplies, including toiletries and blankets are needed. Ms. Wilson will reach out to council for support.

Mayor Shupe thanked Ms. Wilson adding it is a wonderful program and is happy it is available in Milford. He recalled a program where gloves and scarves were being tied around trees in case people needed them to keep them warm.

COMMUNICATIONS & CORRESPONDENCE

Milford Memorial Auxiliary Event

Mayor Shupe reported that Milford Memorial Hospital Auxiliary is hosting their Fourth Annual Country BBQ and Silent Auction Fundraiser on Saturday, October 17th from 5:00 to 10:00 p.m. Anyone wishing to attend should contact Ms. Hudson as soon as possible.

Hurricane Joaquin

Mayor Shupe thanked the city workers for handling the pending hurricane in the manner they did. He said his business received a call from Milford Police Department that went out to all businesses, notifying them that sandbags were available at the public works facility. He feels that is a great way to support Milford's businesses adding that many of them took advantage of the offer.

He reported that the parking lot in front of the Silicato building, which is located directly on the river, had some flooding. There was some flooding on Front Street though much of it was caused by the backup of stormwater drains which could not handle that amount of water. However, it was minimal when compared to what has occurred in the past.

The mayor noted that the old firehouse on SW Front Street again escaped any flooding adding that it has not flooded in the past three to four years. They attribute that to the recent I&I work, as well as the upgrade to the Washington Street bridge.

He recalled the major flooding in the downtown area that occurred from the hurricane several years ago.

Downtown Master Plan

Mayor Shupe reported that Andrew Muldrow and Associates continue to work on the final plan which will be presented to city council at a later date.

UNFINISHED BUSINESS

None to report.

NEW BUSINESS

DEMEC/Municipal Electric Utilities Renewable Portfolio Compliance Report

Mayor Shupe informed council that Energy Services Specialist Scott Lynch has reported that Delaware Municipal Electric Corporation completed the administration of the Municipal Electric Utilities Renewable Portfolio Standard for the 2014-2015 program year on behalf of all nine of Municipal Electric Utilities. As required by state law, DEMEC must submit to member governing bodies a copy of the Municipal Electric Utilities Renewable Portfolio Compliance Report.

Mr. Grier moved to acknowledge and accept the DEMEC compliance report, seconded by Mr. Morrow. Motion carried.

MONTHLY FINANCE REPORT

Finance Committee Member Morrow advised that through the second month of Fiscal Year 2015-2016 with 17% of the fiscal year having passed, 25.78% of revenues have been received and 16.23% of the operating budget expended. He explained that revenues are up because property taxes are due September 30th with almost 100% received.

Mr. Morrow moved to accept the August 2015 finance report, seconded by Mr. Brooks. Motion carried.

ADJOURN

Mayor Shupe adjourned the Council Meeting at 7:20 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Terri K. Hudson". The signature is fluid and cursive, with a large initial "T" and "H".

Terri K. Hudson, MMC
City Clerk/Recorder