

CITY OF MILFORD
COUNCIL MEETING MINUTES
September 26, 2022

The City Council of the City of Milford met in Regular Session on Monday, September 22, 2022.

PRESIDING: Vice Mayor Jason James Sr.
Mayor Archie Campbell

IN ATTENDANCE: Councilmembers Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta,
Nirmala Samaroo, Brian Baer, Jason James Sr., and Katrina Wilson

STAFF: City Manager Mark Whitfield, Acting Chief Edward Huey, and Deputy City Clerk Katrina White

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops are being held in the Council Chambers at City Hall, with attendees also participating virtually.

CALL TO ORDER

Due to the absence of Mayor Campbell, Vice Mayor James called the Council meeting to order at 6:03 p.m.

INVOCATION AND PLEDGE

The invocation was given by Councilmember Wilson, followed by the Pledge of Allegiance.

PUBLIC HEARINGS

Adoption/Ordinance 2022-33/Chapter 204/Taxation/Article I/Section 204-1/Property Tax Relief-Seniors Citizens

City Manager Whitfield presented the amendment to the City's Taxation Code that will provide tax relief for senior citizens. Presently, residents are required to have an income of \$15,000 or less, excluding social security and railroad pensions to be eligible for a decrease on real estate taxes. This will raise that income level to \$20,000 for single senior citizens and \$34,000 for a couple.

He stated that Finance Director Lou Vitola calculated the math in terms of the cost-of-living index, and actually comes out to about \$19,600. By this time next year, he and Mr. Vitola agreed that \$20,000 would be a reasonable income level considering the number of residents who were slightly above our current \$15,000 threshold and not eligible. This averages to about \$200 which is not much but does have an impact for a low-income family.

Councilmember Fulton referenced the social security and railroad pensions. He noted this has no impact on (retired military) veterans and asked if they should be considered.

Councilmember Culotta questioned if Councilmember Fulton, who is a retired veteran, receives social security, and it was confirmed he does though he stated it is offset. Councilmember Fulton also noted that VA (Veteran Affairs) benefits are not taxable income. Any veteran that becomes disabled, receive money thought it is not considered income. The medical retirees (disabled or completed 20+ years in the military) earned a military retirement benefit.

Councilmember Culotta recommends the amendment be phrased as a military pension, whether it is the result of a disability or a retiree.

Councilmember James suggested postponing any action on this amendment, because the Finance Director needs to determine the impact this will have on property tax revenue. He does not believe it should be done arbitrarily when considering the impact to all Milford residents.

Solicitor Rutt directed Council that if Council agrees to postpone, then public comment should be taken on the final revision.

When asked the significance of the railroad pension, Solicitor Rutt explained his understanding is that a railroad pension offsets social security. He recommends it stating 'exclusive of social security, military, or railroad pensions' would be the better language.

Councilmember James moved to postpone action on this proposed ordinance to allow the City Manager and Finance Director an opportunity to run the numbers to determine its financial impact, seconded by Councilmember Fulton. Motion carried by unanimous vote.

Ordinance 2022-34/Chapter 55/Personnel Code/Section 11.3/Participation in Political Activities

City Manager Whitfield explained this amendment restricts employees from using their office or position within the City to promote or endorse any candidate for office. In other words, 'I, as Mark Whitfield as private citizen', want to endorse somebody, but not add the 'City Manager of Milford endorses a particular candidate'. He added that from an ethical standpoint through ICMA, he is prohibited from doing that.

This amendment to the Personnel Code would codify it and add the language to that Code that prohibits employees from doing that.

It was confirmed this does not prohibit City Council from endorsing a candidate.

Human Resources Director Jamesha Williams added that the manual was adopted in 2018. Since that time, several revisions have been made. This will clarify some of the questions that have been asked since the manual's adoption. It will also address some common issues that happen before elections because people are more interested in politics now previously, and the reason it will be in writing.

Councilmember Culotta said there is some gray area that could be misconstrued that he could mention an event to someone that works for him, and they could claim it is influence. However, for the most part it's written pretty clear.

Councilmember James aid the spirit is correct, and Councilmember Fulton said that a lot of employers come out with reminders that politics are inappropriate at their workplace. Solicitor Rutt said this tracks the Hatch Act, which is the Federal Act that prohibits Federal employees from engaging in partisan political activity.

When asked if anyone from the public wished to comment, no one responded. The floor was then closed to public comment.

Councilmember Fulton moved to adopt Ordinance 2022-34, as presented (new language in bold italicized text and underlined), seconded by Councilmember James:

Ordinance 2022-34
Chapter 44 Personnel Code
Amends Section 11.3 Participation in Political Activities

Section 11.3 Participation in Political Activities

Prohibited Political Activities:

Employees may not engage in political activity during working **hours while on duty, wearing a uniform and/or while displaying the official logo/seal of the city.**

Prohibited political activities include:

1. Solicitation, distribution, or receipt of any assessment, subscription, or contribution for any political party or cause; and
2. Campaigning for any candidate or issue, including posting, wearing, or distributing
3. political material of any kind **on City property or in City vehicles.**

4. No employee or group of employees, representing themselves as City employees, shall campaign for or against any political candidate, group, or ballot measure. City resources may be used to analyze and provide information about the effects of proposed ballot measures on City operations if the analysis is objective.
5. Use official authority to interfere with an election or while engaged in political activity.
6. Invite subordinate employees to political events or otherwise suggest that they engage in political activity.

Permitted Political Activities:

1. Employees can personally support or oppose any candidate for public office during off-duty hours as private community members only.

Motion carried.

RECOGNITION

New Employee Introduction

Parks and Recreation Director Brad Dennehy introduced two new Recreation Coordinators Derek Moller and Josh Hutchinson.

He is pleased to have them take the position which has been vacant for some time. Mr. Moller has worked in a parttime position for the last three years in various roles within the department. Mr. Hutchinson comes with an extensive resume with Wicomico County in Salisbury. Both attended Shepherd University in West Virginia, though at different times.

Both addressed Mayor and Council stating they were very happy to accept these positions.

Proclamation 2022-16/National Customer Service Week

City Manager Whitfield referenced the proclamation recognizing National Customer Service Week stating the City is very proud of our customer service folks. They are front line and handle citizen complaints, in addition to explaining the billing process to our customers and handling all new accounts.

He applauds Finance Director Vitola and Customer Service Cash Operations and Revenue Supervisor Suzannah Frederic for all they do and especially for setting the culture within the division.

National Customer Service Week

WHEREAS, National Customer Service Week was first championed by the International Customer Service Association in 1984, proclaimed a National Event by Congress in 1992, and is now celebrated the first full week of October every year; and

WHEREAS, Customer Service Professionals work the front lines and are often the first to meet new customers and make a positive impact on behalf of the City; and

WHEREAS, Through the use of responsive policies and procedures, and by demonstrating simple courtesy, Customer Service Professionals go a long way toward ensuring customer satisfaction; and

WHEREAS, Having the passion to serve Milford's customers by supporting the City's efforts to deliver safe and reliable power, clean drinking water, sanitary wastewater and solid waste collection and disposal by maintaining a positive attitude when facing adversity, are personal goals of every Customer Service Professional in the City of Milford; and

WHEREAS, We celebrate National Customer Service Week to recognize the phenomenal job that our Customer Service Professionals do fifty-two weeks a year and because they understand their significance to the residents and businesses in the City of Milford; and

WHEREAS, The theme of this year's National Customer Service Week is "Celebrate Service" to recognize the value of service and the contributions of our frontline team who pours their time, energy, and compassion into the work of servicing customers, most often without recognition; and

WHEREAS, We applaud the value of the friendly, face-to-face, personal service our Customer Service Professionals eagerly provide to residents, property owners, businesses, and industries within our City by constantly looking for ways to assist and improve.

NOW, THEREFORE, BE IT RESOLVED, I, Arthur J. Campbell, Mayor of the City of Milford, by the power vested in me, do hereby proclaim October 3-7, 2022, to be National Customer Service Week in the City of Milford.

Councilman James said he hears very good things about our Customer Service staff regarding the interaction, guidance, and help they provide our residents, even those that are irate and confused. They always handle those situations that typically end in a positive manner.

Councilmember Wilson expressed her appreciation about the ability to pay by telephone which Council had asked for many years ago.

Proclamation 2022-17/Dysautonomia Awareness Month

As stated, Mayor Campbell proclaimed October to be Dysautonomia Awareness Month in Milford:

WHEREAS, Dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for "automatic" bodily functions such as respiration, heart rate, blood pressure, digestion, temperature control and more;

WHEREAS, Dysautonomia impacts over 70 million people around the world, and includes conditions such as Diabetic Autonomic Neuropathy, Vasovagal Syncope, Pure Autonomic Failure, and Postural Orthostatic Tachycardia Syndrome;

WHEREAS, Dysautonomia impacts people of any age, gender, race, or background, including many individuals living in the City of Milford, Delaware;

WHEREAS, Dysautonomia can be very disabling and this disability can result in social isolation, stress on the families of those impacted, and financial hardship;

WHEREAS, Some forms of Dysautonomia can result in death, causing tremendous pain and suffering for those impacted and their loved ones;

WHEREAS, Increased awareness about Dysautonomia will help patients get diagnosed and treated earlier, save lives, and foster support for individuals and families coping with Dysautonomia in our community;

WHEREAS, Dysautonomia International, a 501(c)(3) nonprofit organization that advocates on behalf of patients living with Dysautonomia, encourages communities to celebrate Dysautonomia Awareness Month each October around the world;

WHEREAS, We seek to recognize the contributions of medical professionals, patients and family members who are working to educate our citizenry about Dysautonomia in the City of Milford.

NOW, THEREFORE, BE IT RESOLVED, I, Arthur J. Campbell, Mayor of the City of Milford, by the power vested in me, do hereby proclaim the month of October 2022 to be Dysautonomia Awareness Month in the City of Milford.

Councilmember Fulton provided a brief explanation of the disease.

Proclamation 2022-18/Public Power Week

City Manager Whitfield referenced Proclamation 2022-18, recognizing Electric Director Tony Chipola. He then provided a synopsis of the duties and reliability by our electric crews, adding that \$2.5 million is paid out of the electric fund, to prevent a 25-cent tax increase, or 50% increase.

He also noted that the money to purchase the land for the new police department came from electric funds and parks, as well as several parks and recreation projects.

The City Manager also noted that Milford has the third lowest electric rates in the State of Delaware, only above New Castle City and Lewes, and that both Delaware Co-Op and Delmarva Power have lower rates.

PUBLIC POWER Week

WHEREAS, we, the citizens of the City of Milford, place high value on local choice over community services and therefore have chosen to operate a community-owned, not-for-profit electric utility and, as customers and owners of our electric utility, have a direct say in utility operations and policies; and

WHEREAS, the City of Milford Electric Division provides our homes, businesses, schools, and social service and local government agencies with reliable, efficient, and safe electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

WHEREAS, the Electric Division is a valuable community asset that contributes to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and

WHEREAS, the Electric Division is dependable and trustworthy whose local operation provides many consumer protections and continues to make our community a better place to live and work and contributes to protecting the global environment.

NOW, THEREFORE, BE IT RESOLVED, I, Arthur J. Campbell, Mayor of the City of Milford, by the power vested in me, do hereby proclaim the week of October 2-8, 2022, be designated Public Power Week to recognize the Electric Division for its contributions to the community and to educate consumer-owners, policy makers, and employees on the benefits of public power; and

BE IT FURTHER RESOLVED: that the City of Milford Electric Division continue to work to bring lower-cost, safe, reliable electricity to community homes and businesses just as it has since the utility was created to serve all residents and customers of the City of Milford; and

BE IT FURTHER RESOLVED: that our community joins hands with more than 2,000 other Public Power Systems in the United States in this celebration of public power and the best practices for consumers, business, the community, and the nation.

COMMUNICATIONS & CORRESPONDENCE

The Delaware League Dinner is in Dover on October 20, 2022. The speaker will present the Broadband Infrastructure Grant Program.

The SCAT Dinner is Meet the Candidates Night and will be held in Seaford on October 5, 2022.

Anyone wishing to attend needs to contact the City Clerk's Office.

Councilman James encouraged Council attendance noting that a lot of worthwhile discussions are held that will provide education to assist in guiding your City.

City Manager Whitfield reported a press release will be issued tomorrow regarding the new power cost adjustment, due to the Indian River Power Plant situation. Currently, it is .00396 cents/kilowatt hour and will increase to 0.012 cents per kilowatt hour. That represents about a 6.2% increase for the average resident and small businesses and will be effective on power used after October 1, 2022, and impact bills received starting in November.

Despite the increase, the City of Milford will continue to be the third lowest power provider in the State of Delaware. Every power supplier on the Delmarva Peninsula will be impacted as a result of keeping the Indian River plant open.

City Manager Whitfield recommended that people contact their State and Federal elected officials to expedite a transmission line between Vienna, Maryland and the Indian River generating station. Until that line is built, the City of Milford will be charged an additional \$1.2 million each year which is about \$100,000 per month.

MONTHLY FINANCE REPORT

Finance Director Vitola stated that the August Financial Report covering the first two months of FY23 begins on page 16 of the packet.

Cash was stable from July to August, even though the general funds dipped. Because we're as far away from last year's tax levy as possible due to the FY23 levy that was built in August. Already as of Friday in September, cash receipts in the general fund were a million ahead of disbursements. That will rebound in September and October.

The consolidated version of the cash and reserve sheet was discussed, with cash being flat month to month.

The \$4 million reserved for the redemption of the electric bonds in January 2022 was delayed. That was due to the revamping the investment policy at a time the rate environment was changing for the positive. The fixed rate of the bonds will not change regardless of the rate environment. In December 2021, \$7 million was funded some key land acquisitions.

The Director had some concerns about the structuring of the \$4 million with it being dedicated one hundred percent to electric, whereas our savings could have been maximized with the redemption of a combination of the electric and sewer bonds that are furthest dated with the higher coupons and the higher rates. The higher the rate to redeem, the more savings we could achieve, even if there was a need to cross subsidize, electric and sewer, and have sewer repay electric.

Being past the January 2022 redemption, the City is on the cusp of a new electric rate study, in addition to deploying investment management resources. This is the time to revisit exactly what we should do with that funding though it is still pegged for some form of redemption. If not a redemption of the debt, then an investment in something that can earn on a taxable basis, because we are tax exempt, something greater than the fixed cost of the bonds.

That is the reason those funds are still being held in electric reserves.

On the P&L pages, the utilities had very strong months in July and with August being the best with 25% less precipitation compared to August 2021. Part of that is because it was a drier, hotter month with water and sewer being boosted. We are stronger across the board in utilities.

In the general fund, results are actually mixed. Ahead of the budget in total across departments but are not quite as good in the first two months of FY21 due to some staffing challenges during that time that artificially reduced payroll expenses. Now that we are back to being fully staffed, we are about \$70,000 heavier than we otherwise were in the general fund last year at this time.

There has not been much ARPA activities, only a few thousand expended on continuing projects.

Page seven is new and a recap of the Police Facility project versus the budget. There is some pre-construction activity, most of which is the Becker Morgan Group design. Construction management is the Richard Y Johnson contract, and the sixteen core bids for construction awarded by Council in April 2022.

While still early, a good chunk of the steelwork contract and the excavating contract was expended in August. Otherwise, it is on track.

The page will be updated throughout the project so that Council will have current information. The \$16.172 ties to the project summary at the time of the bid award. Even though the \$13,001,562 was awarded among the sixteen bids, the total budget at that time was \$16.172 million which should remain unless change orders are created, or the contingency is utilized though he feels the contingency is very adequate for the project.

A summarization issue will be changed prior to it being published on the City's website.

The FY21 audit is not included in the packet, and they continue to actively work with the auditors hourly every day to meet continue requests for testing. The auditors are doing the best they can between the two of them, and he and his staff of four are working hard to meet their requests.

It was confirmed that ARPA funds have to be spent by December 31, 2024, though considering what has been allocated, he does not believe they will last that long. There was more than the first tranche spent in 65 days.

Noting the various categories eligible for the ARPA monies, has anything changed that would change the amount or not used and a need to be reallocated in the eligible categories, Director Vitola said they well pegged based on the report and presentation following the revised plan.

Because of the length of time that has been spent on the FY21 audit, a question was asked if there are sufficient funds to cover their expenses for the year ending 2023; the Director an amount was added to the FY23 budget, over and above the auditors' quoted amount to get some supplemental help. However, their rate has not changed.

Councilmember James moved to accept August 2022 finance report, as presented, seconded by Councilmember Marabello. Motion carried.

UNFINISHED BUSINESS

None to discuss.

NEW BUSINESS

Bid Award/Parks & Recreation/Memorial Park South Recreation Improvements

Having received no initial bids, Parks and Recreation Director Dennehy reported that a second bid was advertised in September for the playground and pickleball courts project.

Bids were opened publicly on September 20, 2022, with the following to bids received:

Gateway Construction, Incorporated	\$637,000.00
Thompson & Son Construction, Incorporated	\$750,189.00

Projected costs were in the \$1.3 million range.

RLA Matthew Spong of Duffield Associates reviewed the bids, the bid forms, the bid bonds, and the other required forms submitted with the two bids and determined there were no discrepancies. Additionally, there is only a 15 % spread between the two bids submitted which is a minimal spread especially in today's bidding climate.

As a result, Mr. Spong recommends awarding the base bid contract to Gateway Construction, Incorporated in the amount of \$637,000.00.

Funding for Phase I of the Memorial Park Improvements project includes \$50,000 in general fund reserves as part of the FY22 CIP 211, of which \$6,437 remains available. City Council supported the use of general fund reserves to meet the 25% matching requirement (\$58,344) to secure the \$175,000 FY22 ORPT grant on November 8, 2021.

The City was also awarded \$216,000 in FY22's CRF funding. Another \$250,000 of the \$625,000 was awarded in the FY23 CRF grant for related Parks and Recreation initiatives approved in the current budget for Phase I of this project.

The next phase will include a picnic pavilion and additional walkways to complete a family recreational area.

Councilmember Fulton moved to award the contract for Memorial Park Recreation Improvements Phase 1 to Gateway Construction, Incorporated in the amount of \$705,781 that includes \$637,000 for related design, engineering, project management, and miscellaneous costs of \$68,781, to be funded through a combination of existing funding sources totaling \$699,344 and \$6,437 in general fund reserves remaining from FY22 CIP 211, seconded by Councilmember James. Motion carried with no one opposed.

Introduction/Ordinance 2022-35/City Charter/Redistricting of Wards

City Manager Whitfield introduced Ordinance 2022-35 that proposes redistricting of wards as required by the City Charter every ten years following the completion of the US Census.

The ward maps are included as part of the redistricting ordinance.

Councilmember Boyle asked that all Councilmembers be provided with a detailed copy of their ward map. He is aware there are significant changes in his ward.

*Adoption/Resolution 2022-13/ Outdoor Recreation, Parks, and Trails Grant Deep Branch
& Herring Branch Greenway/Sharp Property Acquisition*

Last year, the City purchased the Sharp property on Rehoboth Boulevard for \$500,000. As a result, an application was submitted through the Outdoor Recreation Parks and Trails for \$150,000. A design professional will again be contracted to determine what the property can best be used for.

A resolution is required for Council's support of the request for funding:

*Approving City of Milford Outdoor Recreation, Parks, and Trails
(ORPT) Grant Application – Deep Branch & Herring Branch Greenway – Sharp Property Acquisition*

WHEREAS, since its establishment in 1974, Milford Parks and Recreation has set out to establish municipal park systems and open space networks; and

WHEREAS, upon adoption of Ordinance 2022-21 on May 23, 2022, City Council amended the City's Comprehensive Plan Future Land Use Maps establishing a proposed open space area along the south side of Herring Branch and Deep Branch from S. Rehoboth Boulevard to S. Walnut Street; and

WHEREAS, the City purchased Sussex County Tax Parcel 3-30-11.00-039.00 on November 16, 2021 which would be part of this open space network and the City seeking partial reimbursement from the ORPT program; and

WHEREAS, the City of Milford will apply to the Delaware Department of Natural Resources and Environmental Control for funding related to the acquisition of Sussex County Tax Parcel 3-30-11.00-039.00 in the amount of \$150,000 from the Delaware Land & Water Conservation Trust Fund; and

WHEREAS, the City Council designates the City Manager, or his/her designee, to manage the project and coordinate ORPT requirements for reporting and reimbursement purposes; and

WHEREAS, the City understands such improvements funded through the ORPT Grant program will remain in outdoor recreation uses in perpetuity.

NOW, THEREFORE, BE IT RESOLVED, that on the 26th of September 2022, Milford City Council, by majority vote, authorize the ORPT Grant Funding request for the Deep Branch & Herring Branch Greenway - Sharp Property Acquisition in the amount of \$150,000 with matching funds for the remainder of the acquisition in the amount of \$400,000 previously coming from General Fund Reserves; and

BE IT FURTHER RESOLVED, it is agreed that the City of Milford shall abide by all requirements of the ORPT Grant Program for reimbursements and stewardship responsibilities.

It was confirmed this property will be part of a much larger plan for recreation that is under consideration by the Parks and Recreation Advisory Board.

Also noted is that the City is restricted to applying for ORPT funds only once a year, though that can include up to three projects. This is the third and final project with Director Dennehy noted that the funding can be used for land acquisition, design, and construction.

Mayor Campbell then opened the floor to public comment; no one responded. The floor was then closed.

Councilmember Marabello moved to adopt Resolution 2022-13, regarding the Outdoor Recreation Parks and Recreation Greenway application, seconded by Councilmember Boyle. Motion carried with no one opposed.

SCADA Upgrade/Sole Source Consideration

Electric Director Tony Chipola asked that City Council consider a recommendation to upgrade the existing SCADA system currently used for data acquisition, control, alarming, and reporting of the critical utility facilities throughout the City, which includes electric substations, water pumping stations/wells, and sewer pumping stations. The existing system has reached end of useful life as spare parts are no longer being manufactured and the software platform is over fifteen years old.

The system is significantly outdated, requiring the use of magnetic tapes for back-up/recovery purposes which itself is an obsolete technology. Similarly, the current system is Non-Windows based, making it difficult to integrate with the constantly changing IT landscape particularly in terms of interoperability and access control. The current system also has heavy deployment of proprietary hardware and software resulting in "Vendor Lock-in" and challenges with integrating new technology.

Modernizing the system would allow for increased scalability with access to wider ranges of supporting software and hardware.

Upgrading the QSCADA-Plus Platform includes an upgrade to our master station hardware/software and client-side software. This would allow the benefit of a modernized system while leveraging hardware currently deployed in the field. The QEI solution natively interfaces with proprietary hardware, and communication protocols currently in use, with the added benefit of increased interoperability, scalability, and system support. This will allow us to migrate away from proprietary infrastructure at a more natural pace. Additional benefits include the ability to convert our existing database as opposed to performing a complete rebuild, reuse of scripts and programs already developed, and leveraging existing familiarity with the QEI architecture from an engineering and operations perspective.

Councilmember Fulton moved to authorize the purchase to QEI, a sole source vendor, in the amount of \$79,519 to upgrade the City's SCADA system, and \$481 for related parts and accessories as budgeted in the 2022 CIP with \$40,000 from Electric Reserves, \$20,000 from Water Reserves and \$20,000 from Sewer Reserves, seconded by Councilmember Culotta. Motion carried with no one opposed.

Authorization/Purchase Grapple Crane Body for Hook Trucks/Public Works Department

Public Works Director Mike Svaby stated that as part of the equipment replacement schedule, and the versatility of the hook trucks with bodies that set on top of them with different functions, a grapple crane function was found and could be used by either of the existing two hook trucks.

Budgeted was \$144,000, and the most recent quote lined up, came in at \$117,940, which is under the capital budgeted amount and is being purchased through the General Services Administration (GSA) with does not require a separate bid process. He is requesting the purchased be authorized through Maryland Industrial Trucks in the amount of \$117,940.

When asked if the maximum two bulk pickups per year per residence, could be increased with this equipment, City Manager Whitfield said he was informed the City has kept up with the demand for bulk pickups. He does not believe there is a very long waiting period before that is completed. There is a charge of \$50 for the third pickup though it is rare there is a need for additional pickups.

In addition, the City also sets large containers/dumpsters in the spring to allow residents to discard additional items at that time.

Councilman James agreed that the City has done a great job keeping up with such collections. He does recommend our Economic Development/Community Engagement Administrator send out a reminder that items must be put out prior to the Monday pickup to prevent residents from placing items curbside throughout the week.

When questioned about the problem with the unexpected increase of the seventeen police vehicles Council was recently informed, Director Svaby said this is being purchased through GSA and is locked in. The police vehicles were initially ordered through the State of Delaware procurement process.

Councilmember James moved to authorize a purchase in the amount of \$117,940 to Maryland Industrial Trucks, in accordance with the GSA contract, with funding from the Solid Waste capital machinery and equipment line item, seconded by Councilmember Wilson. Motion carried with no one opposed.

ADOURNMENT

Councilmember Marabello move to adjourn, seconded by Councilmember Culotta. Motion carried.

The Council Meeting adjourned at 7:03 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Transcriber