

City of Harrington
MINUTES
City Council Meeting
October 20, 2014

Public Comments

Mike Clevens from Chesapeake Utilities stated that it will take four working days to install the gas line for Harrington Parks and Recreation and should be done within a week.

A meeting of the Harrington City Council was held at Harrington City Hall, 106 Dorman Street, on October 20, 2014 and was attended by the following: Mayor Anthony R. Moyer; Vice Mayor Cheryl J. Lahman; Council Member Duane E. Bivans; Council Member Fonda Coleman; Council Member Amy L. Minner; Council Member Charles W. Porter; Council Member Kenneth W. Stubbs; Norman Barlow, Chief of Police; William Pepper, City Solicitor; Dean Gary, Accountant; and Kelly Blanchies, Clerk of Council.

Also present: Tom Wilkes, Remington, Vernick, and Beach, City Engineer; Barbara Bullock; Charles Carr; Shane Breakie, Chesapeake Utilities; Mike Clevens, Chesapeake Utilities; Jennifer Antonik; Leon Kukulka; and Mary Trice.

Mayor Moyer called the meeting to order at 7:02 p.m.

The Invocation was given by Council Member Bivans.

The Pledge of Allegiance was given.

Roll was called.

Consent Agenda

Council Member Bivans requested that the City Manager's Report, the Financial Report, and the Public Works Departmental Report be removed from the consent agenda. Council Member Minner requested that the City Planner's Report and the City Engineer's Report be removed from the consent agenda.

A MOTION was made by Vice Mayor Lahman, seconded by Council Member Porter, to approve the consent agenda with the correction of "Cluckey Drive" to "Clukey Drive" on the September 2, 2014 City Council Special Meeting Minutes. Roll was called: 6 Yes, 0 No (Lahman – Yes, Bivans – Yes, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed unanimously.

The following agenda items were approved with the consent agenda:

September 2, 2014 City Council Special Meeting Minutes
September 16, 2014 City Council Meeting Minutes
Police Chief's Report
Library Departmental Report
Parks and Recreation Departmental Report
Fire and Ambulance Departmental Report

City Manager's Report

Council Member Bivans stated that there was not a report from the City Manager to approve and asked if the contractor that the City hires to cut grass must meet the same standards as residents. The City Manager stated that she had a family emergency and that neither contractors nor residents are allowed to leave grass clippings on the street.

A MOTION was made by Council Member Minner, seconded by Council Member Coleman, to approve the City Manager's Report as presented. The MOTION passed unanimously.

Financial Report

Council Member Bivans asked about the cost for the contractor to mow grass varying. The City Manager stated that the cost depends on the size of the yard. Council Member Bivans recommended having volunteers cut the grass. The City Manager stated that there is a liability to having volunteers do the work and the City recovers the cost of paying a contractor to do it.

A MOTION was made by Council Member Minner, seconded by Council Member Coleman, to file the Financial Report for audit. The MOTION passed unanimously.

Public Works Departmental Report

Council Member Bivans asked if the blacktopping by Jerry's Paving is completed. The City Manager replied that the 2013 project is finished. Council Member Bivans stated that there had been issues with the work. The City Engineer stated that one driveway had problems with drainage, and it has been corrected. There were problems with ponding before the street work was done.

Vice Mayor Lahman asked if a lot of people were calling about their utility bills. The City Manager replied that there have be a lot of calls to check the meters and check for leaks. Vice Mayor Lahman stated that checking for a leak is a courtesy that the City provides, and if the same people are complaining, then the

City will have to start charging. The City will continue to read meters monthly to detect leaks and is working on getting usage information on the City's website.

A MOTION was made by Council Member Porter, seconded by Council Member Stubbs, to accept the Public Works Departmental Report as presented. The MOTION passed unanimously.

City Planner's Report

Council Member Minner asked about the Kent County Manufacturing Managers Meeting. The City Manager stated that it was an economic development opportunity.

A MOTION was made by Council Member Porter, seconded by Council Member Stubbs, to accept the City Planner's Report as presented. The MOTION passed unanimously.

City Engineer's Report

There was no discussion of the City Engineer's Report.

A MOTION was made by Council Member Porter, seconded by Council Member Minner, to accept the City Engineer's Report as presented. The MOTION passed unanimously.

Old Business

There was no old business.

New Business

First Reading of Ordinance 14-15 – Adding Chapter 255, Mobile Homes and Trailers

The City Solicitor stated that there is a problem collecting taxes on mobile homes; this ordinance proposes an annual license and better monitoring of mobile homes entering and leaving a mobile home park. Mayor Moyer clarified that the license would be in lieu of taxes. The City Manager stated that it also puts some responsibility on the mobile home park.

A MOTION was made by Council Member Porter, seconded by Vice Mayor Lahman, to dispense with the reading of Ordinance 14-15. The MOTION passed unanimously.

Council Member Minner stated that the term "mobile home" is no longer used and should be replaced by "manufactured home."

Council Member Bivans asked what the reason is for issuing an annual license. The City Solicitor stated that it is a tracking tool and in lieu of taxes.

Council Member Bivans asked about the cost for a placement permit and permanent placement. The City Solicitor stated that a mobile home on a foundation is permanently placed.

Mayor Moyer asked what happens if a person fails to get a license. The City Solicitor stated that the Code Enforcement Officer would take action.

Vice Mayor Lahman asked if the mobile home parks are all under one owner. The City Solicitor stated that they are owned by multiple entities that are under one umbrella.

A MOTION was made by Council Member Minner, seconded by Council Member Bivans, to table Ordinance 14-15 to workshop. Roll was called: 6 Yes, 0 No (Lahman – Yes, Bivans – Yes, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed unanimously.

First Reading of Ordinance 14-16 – Amending Chapter 314, Rental Properties, to add an exemption from the crime-free housing seminar for professional real estate managers

A MOTION was made by Council Member Porter, seconded by Council Member Stubbs, to dispense with the reading of Ordinance 14-16. The MOTION passed unanimously.

Council Member Bivans asked why property managers should be exempt from the crime-free housing training. The Chief of Police stated that professional property managers already take training. The City Manager stated that anyone exempt can be made to take the course if a problem occurs. The City Solicitor stated that there is a movement toward making the class voluntary except in the case of a violation. The second part of the ordinance was requested by the Delaware State Housing Authority to prevent conflicts with their rules.

Council Member Bivans stated that all landlords should take the class.

A MOTION was made by Vice Mayor Lahman, seconded by Council Member Porter, to accept the first reading of Ordinance 14-16. The MOTION passed by majority. Council Member Bivans voted against the motion.

Proclamation declaring November as Pancreatic Cancer Awareness Month

Vice Mayor Lahman read the proclamation.

Council Member Porter thanked Mayor Moyer for bringing awareness to this issue.

Farmington sewer contract

The City Solicitor suggested issuing an annual statement of the rates, rules, and terms of service to Farmington users rather than individual contracts.

Revision of scope for Zoning Code Rewrite

The City Manager stated that the Zoning Code Rewrite is being worked on, but it is being done thoroughly; fifteen more hours of meetings between the consultants are needed at a cost of six thousand seven hundred fifty dollars (\$6,750) in order to produce a better document.

Mayor Moyer asked what is to prevent another increase in two months.

Vice Mayor Lahman stated that costs could be reduced later in the project.

A MOTION was made by Council Member Porter, seconded by Council Member Stubbs, to authorize the moving of six thousand seven hundred fifty dollars (\$6,750) from within the budget to the Zoning Code Rewrite project.

Vice Mayor Lahman stated that she does not want to hold the process up but would rather vote on it when the money is needed at the end of the project.

Council Member Minner asked how close to the final figure the project is currently. The City Manager stated that the number of meetings with the consultants has exceeded what was allocated. The scope of work that was approved by the City Council included five consultant meetings. If more money is not approved then more meetings cannot be held.

Council Member Bivans stated that the project cost was not to exceed. The City Manager stated that the City Planner outlined the scope for the project and this is a request to change the scope and cost.

Roll was called on the motion to authorize the moving of six thousand seven hundred fifty dollars (\$6,750) from within the budget to the Zoning

Code Rewrite project: 5 Yes, 1 No (Lahman – Yes, Bivans – No, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed by majority.

Dorman Street sewer improvement proposal

The City Manager stated that this project is critical to Harrington. The City has been working with the USDA to reallocated remaining grant funds from the force main project to this project. One of the requirements is that a contract be in place between the City and the City Engineer for the project.

The City Engineer stated that this is one of three sewer projects submitted to the USDA; the other projects were correcting inflow and infiltration (I & I) and studying additional areas of the City for I & I. The existing sewer line on Dorman Street is undersized, and when Friendship Village is built out, it will be over capacity. The pump station regularly gets surcharged.

The City Manager stated that the remaining grant money from the force main must be used by the spring. The City Engineer stated that the estimated cost of the project is around three hundred sixty-five thousand dollars (\$365,000).

Council Member Porter stated that the project may interfere with activities at the school. Council Member Minner stated that a letters will have to go out to parents.

The City Engineer stated that three months will be needed for engineering and three months for construction.

Council Member Minner asked what would happen if service was interrupted to the school. The City Engineer stated that bypass pumping can be done if necessary.

A MOTION was made by Council Member Porter, seconded by Vice Mayor Lahman, to approve the Remington, Vernick, and Beach contract for the Dorman Street Sanitary Improvements project.

Mayor Moyer asked about interrupting service to residents. The City Engineer stated that there will be some interruption to service as the service lines are changed from one pipe to another.

A vote was called for on the motion to approve the Remington, Vernick, and Beach contract for the Dorman Street Sanitary Improvements project. The MOTION passed unanimously.

Public Comments

There were no Public Comments

City Council Comments

Council Member Porter thanked the Chief of Police for installing the fence behind City Hall at no cost to taxpayers.

Council Member Coleman stated that the Administrative Assistant and the Accountant did an excellent job running the office alone when she stopped in the other day. Council Member Coleman asked if the reduction in the utility bill was given for the people that brought the issue to the City Council would be available for other residents. The City Manager stated that it would depend on the circumstances.

Executive Session

There was no Executive Session.

There being no further business, a MOTION was made by Council Member Porter, seconded by Vice Mayor Lahman, to adjourn the City Council Meeting. The MOTION passed unanimously, and the meeting adjourned at 8:25 p.m.

Respectfully Submitted,

Kelly Blanchies
Clerk of Council

Note: Minutes typed from notes and partial recording.