

**City of Harrington
MINUTES
City Council Workshop
May 11, 2015**

Public Comments

There were no Public Comments.

A workshop with the Harrington City Council was held at Harrington City Hall, 106 Dorman Street, on May 11, 2015 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; Norman Barlow, Chief of Police; Teresa Tieman, City Manager; Dean Gary, Accountant; and Kelly Blanchies, Clerk of Council.

Also present: Ruth Peterman, Police Resource Manager; Eric Marquis; Barbara Bullock; Charles Carr; and Jennifer Antonik.

Council Member Kenneth W. Stubbs was absent.

Mayor Moyer called the meeting to order at 6:31 p.m.

The Pledge of Allegiance was given.

Donation fund/line item

Council Member Bivans stated that donations would be handled better on a case-by-case basis. Council Member Minner stated that taxpayer money should not be used to make donations.

Police K-9

The Chief of Police stated that he would like to have a dual purpose dog for patrol and narcotics. An officer would be sent for four weeks in August for training to be a handler. The School Resource Officer will be able to cover shifts since school will not be in session. Officer Baker is the only one that signed-up to have a K-9.

The Chief of Police stated that the cost is almost twelve thousand dollars (\$12,000) and will be funded through a violent crimes grant. The company will accept a letter of intent to get started and payment when the grant is received.

The Chief of Police stated that a K-9 would be a good asset to the City and other municipalities have been successful with this company.

Mayor Moyer stated that he is concerned about kenneling the dog in front of the station like was previously done. The Chief of Police stated that the dog will be in the car or in the station, not kenneled out front.

Council Member Minner asked how long a K-9 can be used for police work. The Chief of Police stated that there are a lot of variables but usually five to seven years.

Budget

The City Manager stated that the General Fund Revenues budget proposes no new tax increases or increases to the trash rates and includes a new mobile home permit fee which replaces mobile home property taxes. General Fund Expenses include salaries budgeted with a step increase, which is two percent (2%), and a one percent (1%) cost of living adjustment, which is less than the Consumer Price Index, and moves a part-time person to full-time with benefits split between City Hall and Police; Healthcare costs are budgeted to increase by seventeen percent (17%); workers' compensation is budgeted to decrease by two percent (2%); audit fees are expected to decrease because only one year will be audited; electric costs are expected to decrease by five percent (5%) due to reduced rates through the State contract; lease expenses are reduced due to new copier contracts through the State.

Council Member Porter asked about citizens receiving reduced rates for electric. The City Manager stated that in some cities the citizens can collectively select an electric supplier in order to receive group rates, but Delaware is not currently set up to allow that.

The City Manager stated that under the Water Fund revenues, there is no increase in water fees and a reduction of water revenues is projected at five percent (5%) due to reduction of usage. Under Water Fund expenses, personnel costs are increasing and allocated salary expenses were adjusted based on the average of the last two years of experience.

The City Manager stated that there is no increase in wastewater fees budgeted, and a reduction of wastewater revenues is projected at eight percent (8%) due to reduction of usage. Wastewater Fund personnel costs are increasing and Kent County sewer fees are projected to decrease by four percent (4%) based on reduced flow. Not enough money is being saved for the Wastewater Reserve.

Vice Mayor Lahman asked about paying off higher interest loans with reserves.

The City Manager stated that the General Fund Capital Investment Plan includes:

- Street Paving Program \$156,950
- Street sweeper \$216,000
- Back hoe \$65,100 (1/3 of the cost)
- Public Works vehicle replacement \$19,000
- Parks and Recreation improvements \$45,000
- Cameras, security system, and well telemetry system \$18,000
- Library improvements \$4,395
- Document imaging system \$9,000
- City Hall renovations \$11,500
- Council furniture upgrades \$1,300

The City Manager stated that funding for the General Fund Capital Plan comes from CIP Reserves, Community Transportation Funds, and Municipal Street Aid.

The City Manager stated the Water Capital Investment Plan includes a valve replacement programs, fire hydrant replacement program, pit replacement program, and backhoe replacement. Funding is from the Water Escrow Fund.

The City Manager stated that the Wastewater Capital Investment Plan is the backhoe replacement and is funded from escrow.

The City Manager stated that the budget presented is balanced. The biggest increase is the health insurance.

Council Member Minner asked if the Public Works employees are tracking their time spent on each department. The City Manager replied yes.

The City Manager reviewed the Capital Investment Plan projects. The document imaging system will allow the City to scan, store, and search documents and allow for preservation and indexing of records. City Hall Renovations include bathroom renovations, new cabinets and countertops in the kitchen, replacing the carpet in the kitchen and downstairs bathroom, interior painting, window treatments, and insulating the crawl space. The council table would be replaced with movable training tables. Library lighting upgrades include replacing the front porch ceiling fixtures, flag light, sign light, and wall fixtures above the side and rear entrances. Library building improvements are painting doors and trim, floor mats, chairs, and an air purifier. The FY 2016 Street Paving Program include Clukey Drive, portions of Mechanic Street, and Meadowwood Lane, and Community Transportation Funding of one hundred fifty thousand dollars (\$150,000) has been provided by Senator Simpson and Representative Outten. The street sweeper is ten years old and needs to be replaced. Replacement of a backhoe will be paid for from Water, Sewer, and Streets funds. The security cameras are for Public Works wells, Parks and Recreation, and the Library along

with a telemetry monitoring system for the wells. Replacement of a Public Works' truck is part of the CIP. The sidewalk replacement project at Parks and Recreation is contingent upon Community Transportation Funds being received. Parks and Recreation also requested rubberized wall mats and replacement of the front fence. The Price Center bathrooms need to be brought up to ADA compliance. The new gym floor needs a scrubber/vacuum. Water improvements include valve, fire hydrant, and pit replacement programs.

The City Manager stated that the City is also looking at water main replacements, a new water tower, and a new well as future projects as part of a refinance package from DNREC. Sanitary sewer capacity improvements and the lagoon closure are future sewer projects.

Discussion occurred regarding the mobile home license fee.

Public Comments

There were no Public Comments.

City Council Comments

Council Member Porter stated that it is good that the budget is balanced, and there are no rate increases. The City Manager did a good job.

There being no further business, the City Council Workshop adjourned at 7:30 p.m.

Respectfully Submitted,

Kelly Blanchies
Clerk of Council