

City of Harrington
MINUTES
City Council Workshop
November 4, 2013

A workshop with the Harrington City Council was held at Harrington City Hall, 106 Dorman Street, on November 4, 2013 and was attended by the following: Mayor Anthony R. Moyer; Vice Mayor Cheryl Lahman; Council Member Duane E. Bivans; Council Member Fonda Coleman; Council Member Amy Minner; Council Member Charles W. Porter; Council Member Kenneth Stubbs; Norman Barlow, Chief of Police; Teresa Tieman, City Manager; and Kelly Blanchies, Clerk of Council.

Also present: Alan Moore, Public Works Supervisor, and Colin Kraus, Mid-Atlantic Waste Systems.

Mayor Moyer called the meeting to order at 6:30 p.m.

The Pledge of Allegiance was given.

Purchase of Jet Vac

The Public Works Supervisor stated that he spoke with the Public Works Director at Kent County, and the County purchased a new truck that is similar to the used one being considered for purchase by the City and paid three hundred thirty thousand dollars (\$330,000) for it. The average price of a new jet vac truck is around three hundred thousand dollars (\$300,000). Used jet vac trucks are usually priced around seventy thousand dollars (\$70,000). The price of the used jet vac truck the City would like to purchase is forty-three thousand dollars (\$43,000).

Mayor Moyer asked if the service records are available. Colin Kraus stated that he could get them.

Mayor Moyer asked is the size and pressure would be sufficient for the largest proposed new pipes. Mr. Kraus stated that the unit is fifty gallons per minute at three thousand psi. The pressure is used to break up grease and roots and the volume is important to efficiently move the material.

Mayor Moyer asked if the vacuum can service the deepest lift station. The Public Works Supervisor stated that would be about eighteen feet. Mr. Kraus stated that would be no problem.

Council Member Stubbs asked about the boom. Mr. Kraus stated that it is eight inches in diameter. The unit can vacuum materials out and also a lateral line cleaning kit and hydro-excavation system to aid with water leaks.

Mr. Kraus stated that the engine hours are mostly driving, a small amount would be operational hours. The unit is coming from Leesburg, Virginia, which maintains a substantial amount of sewer lines.

The Public Works Supervisor stated that currently the jet used just pushes the material farther down the line and the vacuum on the old street sweeper does not work below three feet. The jet vac would be useful in cleaning storm drains as well.

Mayor Moyer asked if training on use and service of the equipment would be included in the price. Mr. Kraus stated that he would include a day of training.

Council Member Minner asked about the warranty. Mr. Kraus stated that it is as is; most trades that are received have no warranty left on them. Council Member Minner asked for a thirty day warranty. Mr. Kraus stated that he would have to get approval from his supervisor but should be able to arrange something like that.

The Public Works Supervisor stated that the County helps the City when a jet vac is needed, but they prioritize their own work and sometimes charge.

Mayor Moyer asked if the money for the equipment has been budgeted. The City Manager stated that it is not budgeted. It can be taken from the sewer escrow account or financed for three years for a cost of one thousand four hundred fifty-nine dollars (\$1,459). The City Manager suggested using money from the sewer escrow account and replenishing it over three years.

Council Member Stubbs asked how far apart the manholes are. The Public Works supervisor stated that the farthest is four hundred seventy-five feet. Mr. Kraus stated that there is six hundred feet of three quarter inch hose with the jet vac.

Council Member Stubbs stated that the equipment is needed.

Council Member Bivans asked if the jet vac truck is ready to use or if additional equipment would have to be purchased. Mr. Kraus stated that the truck is still in use at Leesburg.

Council Member Bivans asked about other options with for a warranty. Mr. Kraus stated that he will check with his supervisor. There are local service techs that work in the field to make any repairs.

Vice Mayor Lahman stated that Public Works has been tasked with a job and need the proper equipment to do it.

The City Manager asked when the truck would be available. Mr. Kraus stated that it is estimated at about two to three weeks.

2014 Holiday Schedule

Council Member Minner stated that Christmas Eve falls on a Thursday and asked what the cost would be to give the employees the day after Christmas off. The City Manager stated that she would check on it. Council Member Porter stated that the City follows the State schedule. Vice Mayor Lahman stated that the employees used to have Christmas Eve and Christmas Day off. She would be fine giving the day after Christmas off or switch it with another holiday like Columbus Day. The Chief of Police stated that the Christmas Eve and New Year's Eve are included as holidays in the police officers' contract. Vice Mayor Lahman stated that the Chief of Police can see if the officers want to switch to the day after Christmas as well.

The City Manager stated that last year there were only two customers. Mayor Moyer stated that if we know what the schedule is, why not have a floating holiday that can be used as long as the cost is ok. If Christmas is on Thursday, it does not make much sense to come in on Friday.

Council Member Porter stated that thirteen holidays cost a lot of money.

The City Manager stated that the employees would be ok with switching Columbus Day for the day after Christmas. Mayor Moyer stated that switching days would not cost the City any money.

Appointment of committees and commissions

Mayor Moyer stated that he agrees to keep the committees as Council as a whole except for the Personnel Committee. It is not fair to the employees because in the handbook they are given the right to appeal if there is a grievance. Council Member Porter stated that the handbook can be changed. Vice Mayor Lahman stated that previously the Personnel Committee has made changes that everyone else was not aware of and asked where else an employee would have the right to grieve four different times. Mayor Moyer stated that there is no harm in having it in place. Employees are told when they are hired that they have to follow the handbook then change it on the whim of Council. Vice Mayor Lahman stated that it is a living document, and it would be smart to change it; it currently undermines the City Manager and Chief of Police. The Chief of Police stated that the police officers have a bill of rights, so they are different. Council Member Porter asked about changing the employee handbook.

Vice Mayor Lahman stated that the duties of the committee chairs should be defined. Mayor Moyer stated that they would set the agenda and run the meeting. Vice Mayor Lahman asked if they would make decisions outside of the committee. Mayor Moyer replied no, but if an issue were to occur, the chairman would be notified, and the Mayor to put it on the agenda. Vice Mayor Lahman stated that she would not want the chairman to take the fall if something were to happen. Mayor Moyer stated that the chairman of the committee would just be one vote, and it cannot be controlled who gets blamed for things.

Council Member Porter asked why the City Solicitor was not in attendance. Mayor Moyer stated that he had a personal matter. Council Member Porter stated that there was a vote not to hold public meetings without the City Solicitor present.

Mayor Moyer stated that he would like to appoint Stacey Sizemore to the Planning & Zoning Commission and asked for names to be submitted for possible appointment to the Board of Adjustment. Council Member Minner stated that in previous discussions, it was stated that a Board of Adjustment Member should serve on the Planning & Zoning Commission first, but that is not necessary.

Council Member Bivans stated that the repeated discussions on the committees go nowhere. The first year he was a Council Member, he was not asked to serve on any committees, and the second year he was on the Personnel Committee, a personnel concern came up, and he was not consulted. No matter who the committee is, the Council still needs to come together as a group to make a decision. For the citizens of the town, people need to be put in place. Council Member Minner stated that it is hard to get people to volunteer for committees.

Mayor Moyer asked if there were any issues with the Library Building Committee.

There being no further business, the City Council Workshop adjourned at 7:29 p.m.

Respectfully Submitted,

Kelly Blanchies
Clerk of Council