ANNUAL COUNCIL MEETING
A G E N D A

MAY 14, 2012 - 7:30 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

INVOCATION BY FATHER JOSEPH MCQUAIDE

PLEDGE OF ALLEGIANCE LED BY DOVER YOUTH ADVISORY COMMITTEE

STAR-SPANGLED BANNER SUNG BY XAVIER FAGANS

AGENDA ADDITIONS/DELETIONS

1. **Adoption of Minutes - Regular Council Meeting of April 23, 2012**

2. **Presentation/Proposed Resolution No. 2012-09 - William P. McGlumphy**

3. **Oaths of Office Administered by The Honorable Henry duPont Ridgely, Justice, Supreme Court and The Honorable Charles W. Welch, III, Judge, Court of Common Pleas**

Mayor	**-**	**Carleton E. Carey, Sr.**
Council - First District	**-**	**Beverly C. Williams**
Council - Second District	**-**	**Adam M. Perza**
Council - Third District	**-**	**David L. Bonar**
Council - Fourth District	**-**	**Sophia R. Russell**

4. **Election of Council President/Vice-Mayor**

5. **Recess for Photographs (Mayor and Council) and Light Refreshments**

* 6. **<u>CONSENT AGENDA</u>**
Those items on the Council Agenda which are considered routine and non-controversial shall be marked with an asterisk (*) and will be acted upon by a single roll call vote of the Council. There will be no separate discussion of these items unless a member of Council so requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item.

7. **<u>Proclamations</u>**
   - **A. National Public Works Week**
   - **B. National Women's Health Week**
   - **C. Community Action Month**

8. **State of the City Message - Mayor Carleton E. Carey, Sr.**

* **9. Utility Committee Report - April 23, 2012**

A. Update - Garrison Oak Technical Park Project

(Committee Action Not Required)

B. Proposed Ordinance #2012-12 - Amending Chapter 110 - Utilities, Article III - Water Service, Division 1 - Generally, Section 110-61 - Definitions and Section 110-67 Private Wells

(Committee Recommended Adoption of Proposed Ordinance #2012-12) **(See Item #18)**

C. Presentation by The Energy Authority (TEA) - Capital Improvement Projects (CIPs) Related to Units 1 and 2

(Committee Took No Action)

D. Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System - Fiscal Year 2011

(Due to Time Constraints, This Item Was Deferred Until the Next Meeting)

E. FY 2013 Five-Year Capital Investment Plan (CIP)

(Due to Time Constraints, This Item Was Deferred Until the Next Meeting)

10. Legislative, Finance, and Administration Committee Report - April 23, 2012

* **A. Authorization to Proceed with Reading Garden - Library**

(Committee Recommended Reinstating the Reading Garden to the Library Building Project)

* **B. Proposed Land Lease Agreement - Boys and Girls Club**

(Committee Recommended That the City Manager Be Authorized to Negotiate and Execute a Lease Agreement with the Boys and Girls Club for Land at the Corner of Hazlettville Road and Wyoming Mill Road on Which the Boys and Girls Club Will Construct a New Boys and Girls Club Facility)

* **C. FY 2013 Five-Year Capital Investment Plan (CIP)**

(Committee Recommended Acceptance of the Draft Five-Year Capital Investment Plan (CIP) as Presented)

* **D. Presentation - Comprehensive Annual Financial Report (CAFR) - Fiscal Year Ended June 30, 2011**

(Committee Recommended Acceptance of the Comprehensive Annual Financial Report (CAFR) - Fiscal Year Ended June 30, 2011 as Presented)

E. Assignment of Emergency Management Coordinator Responsibilities

(Committee Forwarded the Matter of the Assignment of Emergency Management Coordinator Responsibilities to City Council for Consideration Without a Recommendation)

* **F. Minority Recruitment Committee Recommendations**

(Committee Recommended Acceptance of the Implementation Plan for the Minority Recruitment Committee Recommendations)

* **G. Filling of Critical Positions**

g-1. Mailroom Clerk - Central Services

(Committee Recommended Approval of the Request to Fill the Mailroom Clerk Position)

g-2. Motor Equipment Operator (MEO) I - Water (Downgrade from Water Serviceperson) and Motor Equipment Operator (MEO) II - Wastewater (Downgrade from Heavy Equipment Operator (HEO) II)

(Committee Recommended Approval of the Request to Fill the Motor Equipment Operator (MEO) I - Water and Motor Equipment Operator (MEO) II - Wastewater Positions)

10. Legislative, Finance, and Administration Committee Report - April 23, 2012 (Continued)

* **G. Filling of Critical Positions (Continued)**

g-3. Motor Equipment Operator (MEO) II - Sanitation

g-4. Utility Maintenance Mechanic (UMM) I - Wastewater

g-5. Water Plant Operator I - Water Treatment Plant

(Due to Time Constraints, Items g-3 through g-5 Were Deferred Until the Next Meeting)

* **H. Public Comment Period**

(Due to Time Constraints, There Was No Opportunity for Public Comment)

* **11. Safety Advisory and Transportation Committee Report - April 25, 2012**

A. FY 2013 Five-Year Capital Investment Plan (CIP)

(Committee Recommended Acceptance of the Report)

B. Update - Dover High School Construction

(Committee Action Not Required)

C. Briefing on Delaware Department of Transportation (DelDOT) Projects

(Committee Action Not Required)

D. Briefing on Dover/Kent County Metropolitan Planning Organization (MPO) Projects

(Committee Action Not Required)

* **12. Monthly Reports - March 2012**

A. Budget
B. Chief of Police
C. City Assessor
D. City Manager
E. City Planner
F. Dover Fire Department
G. Capital Investment Plan (CIP)

* **13. Proposed Resolutions**

A. No. 2012-07 - Approval of 2013 Community Development Block Grant (CDBG) Action Plan

B. No. 2012-08 - Authorizing Signatures for Banking Services on Behalf of the City of Dover, Delaware

* **14. Council Appointments - 2012/2013 Staff**

A. City Assessor
B. Building Inspector
C. City Clerk
D. Assistant City Clerk
E. Controller/Treasurer
F. Assistant Treasurers
G. Fire Marshal
H. City Planner
I. City Solicitor
J. Deputy City Solicitor

15. Committee Appointments - Council President

A. Legislative, Finance, and Administration Committee
B. Parks, Recreation, and Community Enhancement Committee
C. Safety Advisory and Transportation Committee
D. Utility Committee
E. Civilian Pension Board
F. Construction Code Board of Appeals
G. Other Post Employment Benefits (OPEB) Committee
H. Police Pension Board

16. Miscellaneous Appointments - Council President

A. Chamber of Commerce & Greater Dover Committee Liaison Members
B. City/County Liaison Committee
C. Kent County Tourism
D. Central Delaware Economic Development Council (CDEDC) Liaison Member

* **17. Committee Appointments - Mayor**

A. Dover 4th of July Celebration Committee
B. Dover Public Library Advisory Commission
C. Downtown Dover Partnership
D. Election Board
E. Property Maintenance Board of Appeals
F. Silver Lake Commission

18. First Reading - Proposed Ordinance #2012-12

The First Reading is offered on the following proposed ordinance. Final action by Council will take place during the Second Reading of the ordinance on May 29, 2012. Copies of all proposed ordinances are available at the entrance of the Council Chambers or can be obtained from the City Clerk's Office.

A. Ordinance #2012-12 - Amending Chapter 110 - Utilities, Article III - Water Service, Division 1 - Generally, Section 110-61 - Definitions and Section 110-67 - Private Wells
(Utility Committee)

19. Final Reading - Proposed Ordinance #2012-10

The First Reading of the following proposed ordinance was accomplished during the Council Meeting of April 23, 2012. Copies of the proposed ordinance are available at the entrance of the Council Chambers.

A. Ordinance #2012-10 - Amending Chapter 1 - General Provisions, Section 1-13 - Denial of Permits or Approvals for Failure to Comply with Requirements for Payment, Actions, or Filings (Clean Hands)

20. Council Members Announcements

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