SILVER LAKE COMMISSION
Meeting Notice and Draft Agenda

July 15, 2015
5:30 PM at Dover City Hall
Large Conference Room

DRAFT AGENDA

I. Welcome/Call to order

II. Approval of April 2015 meeting minutes

III. Obstructions to Fish Movement between Division Street and the Silver Lake Dam

IV. Project Updates
   a. Mirror Lake
   b. Central Middle Regenerative Step Pool

V. Old Business
   a. Punch List Letters: City Manager & City Council
   b. 2015 Lake draw down schedule and procedure
   c. Buffer Herbicide Treatment, Central Middle School & Mirror Lake
   d. June 6, Clean Up report

VI. New Business
   a. Fall Clean Up Date

VII. Next meeting date: October 7, 2015

Silver Lake Commission
April 29, 2015
5:30PM, Conference Room
Dover City Hall

*****DRAFT*****

Members Present	Others In Attendance
Dean Holden, Chairman	Carolyn Courtney, City Staff
Zach Carter	
David Edgell	
Lyle Jones	
Ann Marie Townshend	

WELCOME & CALL TO ORDER: 5:32 PM

APPROVAL OF NOVEMBER MEETING MINUTES
Mr. Carter motioned to accept the minutes with a second from Mr. Burcham the motion passed without objection.

PROJECT UPDATES
Mirror Lake Update
Mr. Holden the engineering project award previously discussed was awarded to Rick Greene and DNREC. No other updates to report at this time.

Central Middle Regenerative Step Pool update
Mr. Holden has spoken with Mr. Elliot Harding of the Capital School District. They are open to ideas and have no specific use for this area, but would be open to working with us. Also, spoke with Charles Salkin who is interested getting youth in to nature and other projects that may be able to use this area with local partners. Mr. Jones noted teachers from Central Middle School have in the past wanted to do an outdoor classroom in the past. The chair noted we would continue talks with Mr. Harding and the school district. Discussion noted, the design is essentially done but is the funding still available? Mr. Jones noted funds were set aside when Nancy Wagner was in office for this project. Frank Piorko at DNREC would be the contact to see if funding is still available. Mrs. Townshend noted the city is looking to bring on an environmental scientist that may be beneficial as this project moves on. The chair noted he would reach out to Frank, he believed these funds were for focusing on water quality.

OLD BUSINESS
Punch List, Letters to City Manager and City Council
The chair reported he had not heard feedback but the letters did go out. Mrs. Townshend noted some of this is maintenance and the City Manage and she had toured the areas in question. The beach issue is a major capital project and needs to be addressed from that point. The mulching, trash, sediments is a maintenance issue and same with restriping the parking lots. They are constantly working to keep their head above water. The grading around the pavilion was done but the seeding was not. Additionally, we also need to consider a gutter for drainage on pavilions. The water run-off will continue to cause this problem. We did invite the Public Works director for this evening. General discussion on the list of issues on the letter to City Manager took place. The chair reported in speaking with the Mayor, he did share his concerns that historical maintenance is lacking because of staff, our concern is that just maintaining the old level of service is not enough to protect the asset. It would seem they are respondent verses preventative on the projects that could be handled by facilities management. They will go out when called upon. Mrs. Townshend noted on the mowing, small pieces of the city mowing contract have been issued, so we should see improvement. Potentially have meadow grass in areas that

are less used. Part of the challenge is the maintenance component that staff has to achieve. Mr. Edgell noted we have several projects that we could prioritize what projects we really want to see like a sidewalk and parking area improvements especially along the boat ramp side. A role would be to spearhead the overall vision for Silver Lake. Mr. Carter noted we do have some plans already for this, he believed the City Manager was working on it. It was noted funding became an issue.

Mrs. Townshend noted the Recreational Needs Survey siting the Schutte and Dover Park plans based on feedback. The top need in all the parks was bathrooms at Silver Lake Park, we need to take this data and build on it. The chair felt we have good goals, now how do we get the city on board. Such as making the beach area a grassy area with a kayak/canoe launch, if we paved the parking area would we gain space. The management plan is something Mrs. Townshend will work with the City Manager on and the Chair will put together an outline covering: on-going maintenance, visionary capital projects, meadow plantings, pathways, etc. Our case will go better if we have vision and plan and funding request plan so they know we are prepared to go forward.

Mr. Burcham would also like to see the parking area curbed instead of the wooden bollards. Short of the long term plan, getting these bollards replaced will look better than it does now as they are replacing them now frequently. In addition, a pedestrian walk way is really needed on this side, was mentioned by Mr. Edgell. Maintenance for the short term would be to fix the rotted / broken bollards. The long term plan would be to move the road back and include a pathway on that side. Ms. Courtney was directed to schedule time for Mrs. Townshend to meet with Chris Kohout and walk the park area.

NEW BUSINESS

Due to time constraints this topic was moved up on the agenda.

Citizen Comments

Dr. Joel Temple stated his appreciation for all this group does for the lake, noting he had not realized how much work this commission has done and really appreciated their work. He went on to note how much he loved Mirror Lake and noted when he came here to look for a place for his practice this location was beautiful. He is now a little sad in that the new plantings are really taking away from the beauty of Mirror Lake, it just looks like weeds now. My second concern is that the water lilies seem to be taking over the area, they spread more all the time. They don't flower and really don't serve any purpose. Restated his appreciation for all of the work this commission is doing.

The Chair responded the water's edge is something we are conscious of as we are working with DNREC. It was meant to be a landscaped area that was visual appealing. They were not maintained so we are working to get this area back. We are working to get the invasive and weeds cut and killed. The lily pads are a harder issue for us to address in that permitting would be a hard thing to get. We plan to hold DNREC to what they told us this area would look like. They did come back this spring and redo some of the plantings but the bar needs some attention and I plan to follow up on this issue. DRNEC noted this area really does not want to be a lake, the intent is to allow the bar to grow and allow the channel to naturally occur to keep water moving through.

The chair thanked Dr. Temple for bringing these items to our attention noting it helps to have this feedback. Dr. Temple then departed the meeting.

OLD BUSINESS

Buffer Herbicide Treatment, Central Middle School & Mirror Lake

The chair spoke with Matt Grabowski, he has provided the chemical list he needs to perform the spraying. The city would purchase the chemicals so that he can spray in July. Grounds should potentially cut back everything to spray prior. Mr. Holden noted he will follow up with Public Work and following through on this project. We need to get some of the more "brushy" weeds cut back possibly

with a weed eater to get the targeted areas cut back and prepped for spaying. He will copy the City Manager, Public Works Director and Mrs. Townshend on the project to move it forward.

Spring Clean Up

The Chair noted we need these areas mulched and cut back before a spring clean-up. Mr. Jones noted on June 6th at 9 am, he'll have about 76 or more kids available for clean-up. So we need grounds to cut these areas out (footbridge to the end of the buffer on Park Drive) we need mulch piles delivered also. Mr. Jones noted not to use wheel barrels, but tarps on the ground and pull the tarps as it is quicker than the moving with wheel barrels. Ms. Courtney will contact Major Murphy for JR ROTC assistance as well. IT was noted this is not race weekend.

Discussion on getting gloves and water from Home Depot and Lowes, the chair agreed to reach out for donations needed. The city does provide some tools and equipment we could use for the cleanup. Mr. Jones noted he still has a lot of gloves. Mr. Jones noted Redner's gave water before.

NEXT MEETING DATE

July 15, 2015 is our next quarterly meeting date. We may have a mid-May meeting to go over clean-up information. We will post for seven days needed even though it's a coordination meeting.

DOCK REPAIR/REPLACEMENT

Mrs. Townshend noted the replacement of existing dock plan had been approved for the lake.

Schwartz Property

Mrs. Townshend noted zoning application had come in on the former Muriel Schwartz property on North State Street. The applicant wants to do a mixed use plan similar to Compass Pointe & residential. They will be subject to new regulations and new storm-water regulations. Brief discussion took place on what the applicant would need to do for any site development. We may need to support a fee in lieu of type of plan. The Silver Lake Commission may need to recommend to DNREC the fee goes back to the City for the Silver Lake watershed. As the development site plan goes forward we will keep the SLC informed.

2015 Lake Draw Down Schedule and Procedure

The chair noted he has been working with city and state officials on scheduling an annual draw down date. Goal is that we set a date set and process that the letter go out several months early and we set this as an annual process. For example, every 1st weekend of October, in hopes this meets the needs of residents who had valid concerns about the notice and amount of time.

Citizen Complaint

Ms. Courtney noted another call from Mrs. Stevenson called to say trash has really piled up on the lakes edge and she is hoping we could get something done about. She even noted she would clean the shore line herself with waiters on. Potentially, this is an area during the draw down we could get to this area to clean it up.

Mr. Jones noted the area of Richardson Park, the corner under State and Walker Road, trash and leaves get stuck up in this area. All is dependent on actually getting the water level down.

ADJOURNMENT

With no further business, the meeting adjourned at 6:34 PM.

Courtney, Carolyn

From: Tyler, Robin M. (DNREC) <Robin.Tyler@state.de.us>
Sent: Wednesday, July 15, 2015 1:42 PM
To: Courtney, Carolyn
Subject: FW: Silver Lake Commission Meeting
Attachments: Gasping for Oxygen Juvenile Brown Bullheads.JPG; St. Jones Creek, Silver Lake Park July 18, 2012.jpg; P9120005.JPG

Courtney,

Here you go. Please make a little package for each of the attendees out of this e-mail chain and the pictures. The combination of remarks in the e-mails and the pictures make the case. Thanks.

Robin

From: Tyler, Robin M. (DNREC)
Sent: Thursday, July 09, 2015 4:18 PM
To: 'Townshend, Ann Marie'
Subject: RE: Silver Lake Commission Meeting

Hi Ann Marie,

I'm still on track to come to the Silver Lake Commission Meeting that is on my schedule for next Wednesday, July 15 starting at 5:30. Looking back at your message below to Dean Holden, yes that would be good if we could gather over at the park below the dam prior to the meeting. If we could get Bill Cooper to come that would be useful too. If so, I can probably take care of everything I need to say at this point then and there. In any case, I need to come up early on the meeting agenda because I have another evening commitment for which I need to get on the road for by 6:15. Fortunately (for Silver Lake) and unfortunately (for building much of a case for removing the obstructions of interest) the wet weather we've had all through June and up to date has a relatively strong flow flushing through there for this time of year. The lake still looks brown as the flushing rate is strong enough that the blue-green algal bloom hasn't even occurred. Nonetheless, there will eventually be another summer drought that causes the same problems seen in 2012 and it's not too late for that this year if things happen to go dry.

Regards,

Robin

From: Tyler, Robin M. (DNREC)
Sent: Thursday, April 30, 2015 12:07 PM
To: Townshend, Ann Marie
Subject: RE: Silver Lake Commission Meeting

Sounds good Ann Marie. I will get that on my calendar. If at all possible, I do think that it would add value for Bill to contribute his experience.

Robin

From: Townshend, Ann Marie [mailto:ATownshend@dover.de.us]
Sent: Thursday, April 30, 2015 11:28 AM
To: Tyler, Robin M. (DNREC)
Cc: Courtney, Carolyn
Subject: RE: Silver Lake Commission Meeting

Unfortunately for the City, Bill Cooper retired in January 2014. However, he still lives here so maybe we can use him as a resource. The next meeting is scheduled for July 15th. I will forward your message to Dean Holden, the chair of the Silver Lake Commission, and maybe we can schedule a time to meet on-site prior to the next meeting.

Ann Marie Townshend, AICP
Director of Planning & Community Development
Planning and Inspections / Parks and Recreation
P.O. Box 475
Dover, DE 19901
(302) 736-7196
(302) 736-4217

www.cityofdover.com
"Like" us on Facebook at "City of Dover Recreation"

From: Tyler, Robin M. (DNREC) [mailto:Robin.Tyler@state.de.us]
Sent: Thursday, April 30, 2015 11:25 AM
To: Townshend, Ann Marie
Subject: RE: Silver Lake Commission Meeting

Ann Marie,

I am very sorry for not showing up at the meeting last night. I was in the field all day up in Northern New Castle County scrambling to get some sampling in ahead of projected wet weather and did not get back to Dover until after 6:00. I will be happy to come to the next meeting, or a special session if one were to be set up. Last week I was thinking about the value of maybe gathering at the site, but, had reservations about that on Friday after driving over to the park and looking at flow in the creek past the footbridge. Given that flow is up pretty good at this time of year, it's hard to envision a problem.

At such time that we are able to get together with the appropriate people I think there would be value in having Bill Cooper come and add his 2 cents worth. He and his crew are the ones that had to deal with cleaning up that rotting, stinking, human health threatening fish kill that occurred in July 2012 (photos attached). By human health threatening, I mean, just having to be working in such conditions with the ambient temperature over 90 degrees. As you probably recall, the situation was serious enough that the park was closed to the public at least for that day. In the dead fish picture, one can see the rock dam across the creek under the footbridge. In the live fish picture, Brown Bullhead Catfish are among the toughest of the tough when it comes to surviving low dissolved oxygen and juveniles tend to be tougher than adults. On that day, juveniles of this size of that species were all that was left and it's pretty clear they were hanging by a thread.

Feel free to share this message with anyone you feel may find it useful.

Robin

From: Tyler, Robin M. (DNREC)
Sent: Friday, April 24, 2015 5:14 PM

To: 'atownshend@dover.de.us'
Subject: Silver Lake Commission Meeting

Ann Marie,

Yes, I can attend the meeting next Wednesday evening. See you there at 5:30.

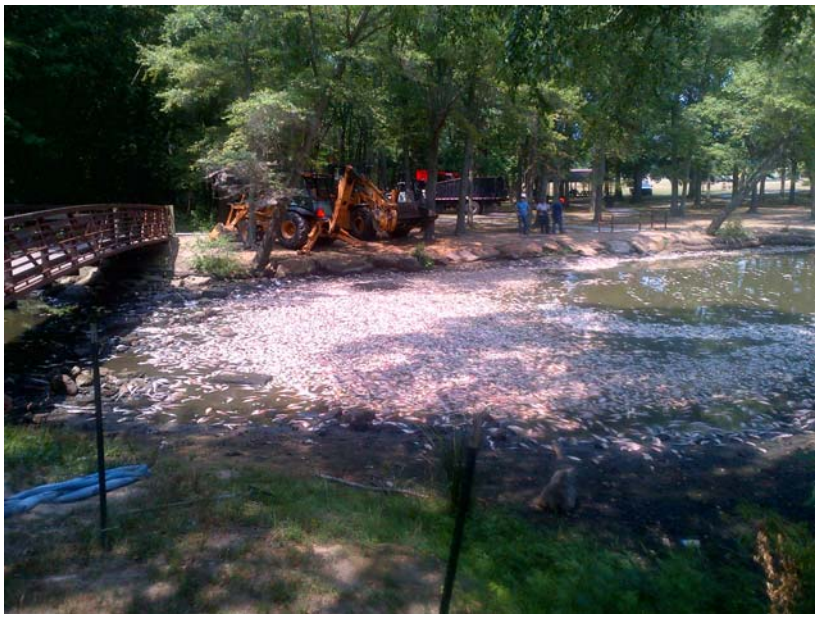
Robin

Robin M. Tyler, Ph.D. Ecologist
Environmental Scientist IV
Delaware Department of Natural Resources and Environmental Control
Division of Water
Environmental Laboratory Section
89 Kings Highway
Dover, DE 19901
302-739-9942
302-739-3491 (FAX)

Pics submitted by Robin Tyler



Juvenille Brown Bullheads gasping for air



St. Jones Creek July 2012



Algea Bloom

July __, 2015

Dear Silver Lake Licensed Boater:

Beginning **Monday, FALL DATE through FALL DATE, 2015** the City of Dover plans to open the valve on the Silver Lake Dam. As a result of the valve opening, the water level of Silver Lake may visibly lower. The City of Dover periodically opens the valve in an effort to allow surrounding property owners the opportunity to remove litter from the lake bank and make any approved necessary repairs along the shoreline. The last time the valve was opened for this reason was in November of 2014.

During this time period and until the water level of the lake returns to its normal level, boaters should use extreme caution on the lake, and all boating on the lake will be at the risk of each boater. Also, if your boat is docked on Silver Lake, then you may want to make other arrangements for storage.

The City of Dover is not responsible for any damage to boats using the lake or boats docked on Silver Lake during this time period.

The valve will only be open until FALL DATE, 2015 to ensure that the fish population of the lake will not be disturbed.

We apologize for any inconvenience that this may cause, but the end result will be a cleaner and safer lake to enjoy.

If you should need more information or have questions or concerns, please contact Carolyn Courtney of the City of Dover Parks & Recreation Department by calling (302) 736-7050 or email at ccourtney@dover.de.us.

Cordially,

Dean E. Holden,
Chairman
Silver Lake Commission

Cc: Silver Lake Commission
Parks & Recreation Committee
Scott Koenig, City Manager
Chief Paul Bernat, Chief of Police
Sharon Duca, Public Works Director
Lara Allison, Watershed Div. DNREC

DRAFT

July __, 2015

Dear Lakeside Resident and/or Property Owner:

This letter is to inform you that the City of Dover plans to open the valve on the Silver Lake Dam beginning **Monday, FALL DATE through FALL DATE, 2015** As a result of the valve opening, the water level of Silver Lake may be visibly lower. The City of Dover periodically opens the valve in an effort to allow surrounding property owners the opportunity to remove litter from the lake bank and make any approved necessary repairs along the shoreline.

If you do want to perform necessary repairs and maintenance on docks or structures that are normally at or near the waterline, you may need a permit from the Delaware Department of Natural Resources and Environmental Control's (DNREC) Wetlands and Subaqueous Lands Section. Please contact them by calling 302-739-9943 for review of the permitting requirements. Permit application approval time varies depending on the permit type and it is recommended to initiate this process as soon as possible in order to receive the permit while lake levels are down. Structural improvements to docks and other structures may also require City of Dover building permits. For information on work that requires a building permit, please contact the Licensing and Permitting Division of the City of Dover at 302-736-7010.

Please bear in mind that the water level in the lake is weather dependant. Rainfall amounts will be a factor in how low the water level reaches and the amount of time the valve will be left open. If a concern about the fish and wildlife population arises, then this may also affect the amount of time the valve is left open. Furthermore, the City of Dover is not liable for any contracts, costs, or repair work that you may incur as part of this endeavor.

Please review the enclosed insert that will answer some of your questions about this effort. If you have any other questions or concerns, please contact Carolyn Courtney at 302-736-7050 or by email at ccourtney@dover.de.us.

Cordially,

Dean E. Holden,
Chairman
Silver Lake Commission

Cc: Silver Lake Commission
Parks & Recreation Committee
Scott Koenig, City Manager
Chief Paul Bernat, Chief of Police
Sharon Duca, Public Works Director
Lara Allsion, Watershed Div., DNREC

DRAFT

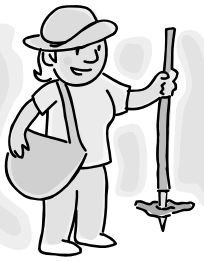
IMPORTANT THINGS TO KNOW!

Silver Lake adds to Dover's historical and natural charm. As property owners near this local treasure, knowing and understanding the rules that govern the lake will ensure everyone's safety and the lake's continued protection!

WHAT CAN I DO TO MY PROPERTY/DOCK WHILE THE DAM VALVE IS OPEN?

- **IF YOU WANT TO REPAIR OR CHANGE YOUR DOCK AND/OR SHORELINE STABILIZATION:**
  First, if you want to make any repairs or changes to any docks, shoreline stabilization structures, or any other structures that are usually below or near the regular water level line, then you will need to obtain a permit from the Delaware Department of Natural Resources and Environmental Control's Wetlands and Subaqueous Lands Section **before** any work is initiated. To contact DNREC's Wetlands and Subaqueous Lands Section please call 302-739-9943 or visit www.wr.dnrec.delaware.gov/Services/Pages/WetlandsAndSubaqueousLands.aspx.

- **IF YOU WANT TO REMOVE DEAD OR FALLEN TREES:**
  You will also want to speak with someone from DNREC's Wetlands and Subaqueous Lands Section if you would like to remove any fallen trees or tree limbs that are on or near the shoreline. To contact DNREC's Wetlands and Subaqueous Lands Section please call 302-739-9943 or visit www.wr.dnrec.delaware.gov/Services/Pages/WetlandsAndSubaqueousLands.aspx.



- **IF YOU WANT TO REMOVE WEEDS OR OTHER GRASSES:**
  Make sure what you are removing is actually a weed!! Some native plants and grasses may look "weedy" but are actually beneficial to the lake and local wildlife. Having native grasses and plants on your property will actually help you keep the REAL weeds off your property.

- **IF YOU WANT TO REMOVE LITTER AND TRASH:**
  Please feel free to remove any litter, trash, garbage, or any other refuse that has no business being in a lake! Examples are: glass bottles, anything made of plastic (such as bags and bottles), paper litter, and old tires. Just make sure to properly dispose or recycle the refuse.

WHY DO I NEED A PERMIT TO REPAIR OR REMOVE SOMETHING THAT IS ON MY PROPERTY?

The State of Delaware protects certain areas that are critical natural resources and habitats, such as rivers, lakes, and wetlands; Silver Lake is one of those protected places. The Lake is a place where many wildlife species (such as birds, fish, reptiles, and amphibians) can nest and feed. Therefore, any changes in Silver Lake can cause disturbances to wildlife habitats and water quality. For example, that old rotting tree that fell over 5 years ago may be home to fish and provide your property with erosion protection!

The DNREC Wetlands and Subaqueous Lands Section authorizes activities in Delaware's tidal wetlands, bays, rivers, streams, lakes, ponds and other waterways. Types of activities that could require permits include constructing, repairing, or changing docks and/or placing objects in or near the water to stabilize the shoreline. Please contact the Wetlands and Subaqueous Lands Section before you perform any modifications to your property.

STILL HAVE QUESTIONS?

Contact Lara Allison at 302-739-9939 or by email at Lara.Allison@state.de.us.



DRAFT