

## COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on January 24, 2023, at 6:00 p.m. with Councilman Boggerty presiding. Members of Council present were Mr. Anderson, Ms. Arndt, Mr. Hare, Mr. Neil, Dr. Pillsbury, and Mr. Rocha. Mr. Sudler and Mr. Taylor were absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Dr. Jackson (*Safety, Advisory, and Transportation Committee*), Mr. Shelton (*Utility*), Mr. Contant (via WebEx), and Mr. Shevock (via WebEx) (*Legislative, Finance, and Administration Committee*). Mr. McCutcheon (*Utility*) and Mr. Hosfelt (*Safety, Advisory, and Transportation*) were absent.

### **ADOPTION OF AGENDA**

**Mr. Neil moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.**

### **SAFETY, ADVISORY, AND TRANSPORTATION COMMITTEE**

The Safety, Advisory, and Transportation Committee met with Chairman Boggerty presiding.

### **Adoption of Agenda**

**Mr. Neil moved for adoption of the agenda, seconded by Ms. Arndt and unanimously carried.**

### **Quarterly Briefing on Dover/Kent County Metropolitan Planning Organization (MPO) Projects (Marilyn Smith, Executive Director, Dover/Kent MPO)**

Ms. Marilyn Smith, Executive Director, Dover/Kent MPO reviewed the presentation entitled Dover/Kent County MPO Dover City Council, Committee of the Whole.

Committee action was not required.

Responding to Mr. Neil, Ms. Smith stated that contacting property owners is outside the scope of the Dover/Kent County MPO. Ms. Smith explained that they do not do economic development and that would be more in the purview of Ms. Linda Parkowski, Director of Kent Economic Partnership.

Responding to Mr. Neil, Ms. Smith stated that if a property owner wanted to rezone their property that would go through the City of Dover Planning Office, not the Dover/Kent County MPO.

Responding to Mr. Neil, Ms. Smith stated that when Dover/Kent County MPO started the rail study they started with 600 parcels along the rail. Ms. Smith explained that they went through a process of eliminating parcels that should not be considered due to having houses on them, wetlands, and agricultural land preservation. Ms. Smith further explained that this process brought the number down to 140 parcels and those parcels can be found in the study.

Mr. Anderson thanked Ms. Smith and the Dover/Kent County MPO for the work that they do and their engagement.

Mr. Anderson stated that there is a tremendous concern regarding the east and west parts of State College Road. Mr. Anderson stated that his concern is that it has fallen years behind the Kenton Road project, which is about to begin. Mr. Anderson explained that residents of the first and fourth districts

have expressed several concerns. Mr. Anderson further explained that when it comes to houses and residents, this area is a safety concern.

Mr. Anderson stated that State College Road is a real concern of the people and that he wanted to make sure the importance of that is known during the time it is being evaluated.

Responding to Mr. Anderson, Ms. Smith stated that State College Road is on the radar of Dover/Kent County MPO. Ms. Smith explained that she does not know which fiscal year the project is currently in but would send an update to the City Clerk's Office.

Mr. Neil stated that about seven years ago, Councilman Anderson was very prescient when he noticed that White Oak Road should be elevated on the project list. Mr. Neil stated that the area of White Oak Road is the link between Route 9, the airport, and potential economic development prospects.

Responding to Mr. Neil, Ms. Smith stated that White Oak Road and the area Mr. Neil identified, were both included in the Dover Air Cargo Study that was completed 18 months ago. Ms. Smith stated that the recommendations in that study were to improve all the roads at one time or they could be done in pieces. Ms. Smith noted those recommendations were updated in the long-range plan.

Mayor Christiansen stated that the other day he noticed signs along West State College Road preparing for either 2025 or 2026. Mayor Christiansen stated that they were conducting surveys on how much they are going to take off the front of the properties that are there to accommodate the repairs council has sought out.

Mayor Christiansen noted that he was really concerned about the work on Dover Kenton Road in conjunction with Salisbury Road and State Street.

Responding to Mr. Anderson, Mayor Christiansen stated that last week he and Ms. Linda Parkowski, Director of Kent Economic Partnership had been in contact with the senatorial delegation and Representative Lisa Blunt Rochester. Mayor Christiansen explained that the Joint Use Agreement with Dover Air Force Base should be signed by this spring. Mayor Christiansen further explained that the Joint Use Agreement will allow the number of civilian air flights at the Civilian Air Terminal to go from 2,500 to 10,000 a year.

Mayor Christiansen stated that businesses are interested in using the Joint Use Agreement as an overflow for their freight operations. Mayor Christiansen explained that is why the city is supporting the construction of large warehouses on Lafferty Lane to accommodate the impact of the Joint Use Agreement. Mayor Christiansen further explained that FedEx is already using a warehouse in the area as a dump point for their operation in anticipation of being able to use the Joint Use Agreement.

Mayor Christiansen stated that it is encouraging that the city is headed in the right direction because POLYTECH has opened its school of aircraft maintenance for certificates in aircraft repair.

Ms. Smith explained that once this was brought to the Dover/Kent County MPO's attention, that was the reason for the study. They needed to find out beyond the Civil Air Terminal, what other airport operations are already here, licensed, and available to support expanded operations.

Responding to Mr. Anderson, Ms. Smith stated that she would provide a map to the City Clerk's Office showing the airports that are identified in the Air Cargo Study. Ms. Smith explained that most of the existing airports are surrounded by farmland, wetlands, or other environments that do not allow them to expand their footprint. Ms. Smith further explained that what they can do is refine and expand their operation within their existing footprint.

Request for Waiver – Appendix A - Subdivisions, Article VI - Subdivision – General Requirements and Design Standards, Section E - Lots (Plan for East Carolina Supply Warehouse at 631 Ridgely Street) - Waiver to Create Lot without Frontage on a Public Street associated with Site Plan and Minor Subdivision Plan to subdivide property consisting of 28.65 acres into two parcels (Parcel A and Residual) (Property Owner: Clara Ridgely Project, LLC. Property Address: 631 Ridgely Street. Tax Parcel: ED05-076.08-01- 01.00-000. Planning Reference: S-23-01) (Mary Ellen Gray, Director of Planning and Inspections)

Mr. Hare moved to recommend approval of the requested Subdivision Waiver to allow the creation of a lot without Frontage on a Public Street, as recommended by the Planning Commission, the motion was seconded by Mr. Neil.

Ms. Arndt requested a brief overview of the Request for Waiver by Ms. Gray.

Ms. Mary Ellen Gray, Director of Planning and Inspections, reviewed the background and analysis of the Request for Waiver.

Responding to Mr. Neil, Ms. Gray referenced the maps on pages 49 and 50 of the Council Committee of the Whole Packet. Ms. Gray explained this property is a 25-acre parcel that is being subdivided just south of the Playtex property.

Responding to Mr. Neil, Ms. Gray stated that he was correct, waiving the lot facing a public street would decrease the parking.

Planning Commission recommended approval of the requested Subdivision Waiver to allow the creation of a lot without Frontage on a Public Street.

Mr. Anderson stated that this is a reminder to council that they need to look over the parking lot requirements. Adjusting those to make them match the needs of the use, could also benefit the stormwater management plan.

**Mr. Hare moved to recommend approval of the requested Subdivision Waiver to allow the creation of a Lot without Frontage on a Public Street, as recommended by the Planning Commission. The motion was seconded by Mr. Neil and unanimously carried.**

**Mr. Boggerty moved for adjournment of the Safety, Advisory, and Transportation Committee, hearing no objection, the meeting adjourned at 6:39 p.m.**

#### **UTILITY COMMITTEE**

The Utility Committee met with Chairman Rocha presiding.

#### **Adoption of Agenda**

**Ms. Arndt moved for adoption of the agenda, seconded by Mr. Neil and unanimously carried.**

Mid-Atlantic Justice Coalition Presentation (Kerri Evelyn Harris, Jay Monteverde, Rosie Stone)

Ms. Harris, Mr. Monteverde, and Ms. Stone reviewed the presentation MAJC Now.

Committee action was not required.

Mr. Anderson thanked the Mid-Atlantic Justice Coalition for their presentation and the valuable information they brought forth.

Responding to Mr. Anderson, Mr. Monteverde stated that they are staff at the non-profit organization, Namati, and that they do not request to be included in any budgets or line items of grants that they may be able to support the applications for. Mr. Monteverde explained that Namati is funded through philanthropic donors and individual donors.

Responding to Mr. Anderson, Ms. Stone stated that they mostly focus on federal program funds, learning more about and tracking new opportunities and new programs that are coming out of the Inflation Reduction Act and Infrastructure Bill from 2021.

Ms. Harris stated that they primarily focus on federal funds, however, if something comes up and they cannot find federal funding for it but can find it elsewhere they will identify it. Ms. Harris explained that they are not only trying to get the funding but also sending information up to the federal level to give suggestions on improving the process.

Responding to Mr. Anderson, Ms. Harris stated Mid-Atlantic Coalition is currently grant assisted. Ms. Harris noted that after speaking with Mr. Lyon, Director of Water and Wastewater, the City of Dover does not have a grant writer and that it became clear how important it is. Ms. Harris explained that they have added hiring grant writers to their hiring plan and are working with the federal government to create grants for municipalities to hire grant writers. Ms. Harris further explained as they learn of gaps, they are doing their best to fill those gaps internally or externally.

Responding to Mr. Anderson, Ms. Stone stated that she did not have the filing deadline for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) filing deadline but would provide it to the City Clerk's Office.

Mr. Neil stated that Mosaic developed the Master Plan for the Downtown Dover Partnership (DDP) and that more sources of funding that the city could go to for the purpose of rebuilding the downtown were found. Mr. Neil stated that he was happy the voters found an alternate source of income by electing Ms. Harris to the State's Legislature with the full understanding that she understands what they need.

Mr. Neil stated that his soapbox is housing, affordable housing, breaking the stranglehold of private equity with public service commission for renters. Mr. Neil stated that is going to help with everything that Mid-Atlantic Coalition is trying to do.

Responding to Mr. Rocha, Ms. Stone stated that there are different programs that fall under the broader umbrella of the Community Development Block Grant (CDBG) that deal with the façade and building

rehabilitation for residential and commercial properties. Ms. Stone noted that council should consult with the City's CDBG Program Manager.

**Mr. Rocha moved for adjournment of the Utility Committee meeting, hearing no objection, the meeting adjourned at 7:13 p.m.**

**LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE**

The Legislative, Finance and Administration Committee met with Chairman Anderson presiding.

**Adoption of Agenda**

**Mr. Hare moved for adoption of the agenda, seconded by Mr. Neil and unanimously carried.**

**Update from the International Brotherhood of Electrical Workers (IBEW) on Membership Priorities (Jamie Sack, IBEW)**

Mr. Jamie Sack, System Operation Crew Leader, Electric Department, and Shop Steward, IBEW

Mr. Sack stated that their local union encompasses other entities outside the City of Dover and that they have a full-time Business Manager. Mr. Sack explained that the Business Manager was here in November, Steve Newberry, unfortunately, Tuesday night is Union Night at their hall up north, so it is difficult for him to come to the Council Committee of the Whole meetings.

Mr. Sack stated that the IBEW was supposed to present at the beginning of December, but the executive session ran long, and they are back now. Mr. Sack stated that since that night, he has sent a copy of a letter to everyone on council along with some comparable items. Mr. Sack explained that since that time, IBEW has had a sit-down meeting with Mr. Dave Hugg, City Manager, Ms. Sharon Duca, Assistant City Manager, and Ms. Poole, Human Resources Director to discuss the letter that was sent. Mr. Sack noted that there were some positives that come from that meeting, but unfortunately, there has not been any update since. Mr. Sack explained that the biggest priority of the IBEW at this time is for the city to complete a comparable wage study.

Mr. Sack stated that the IBEW was left out of the wage equity study and that they felt it was disheartening to try to compare them to other municipalities in the state. Mr. Sack explained that the City of Dover Electric Department has different responsibilities than other municipal electric departments. Mr. Sack further explained that Mr. Newberry, covered in the letter, they are not full-time, and now their job title may be linemen, but they are changing light bulbs in buildings, cutting the grass, and hanging Christmas lights. Mr. Sack stated that the City of Dover linemen and operators go out every day, work hot primary, terminate on the ground, and relay tech from substations. Mr. Sack stated that their field engineers are working.

Mr. Sack stated that the IBEW wants their jobs to be compared to other entities that they are comparable to for example, Chesapeake Utilities and Delaware Electric Co-op.

Responding to Mr. Anderson, Mr. Sack stated that IBEW would be interested in having a conversation regarding buying into the pension plan.

Update on American Rescue Plan Act (ARPA) Allocations (Tracey Harvey, CDBG Program Manager, and Jeff Dill, Budget Analyst)

Ms. Tracey Harvey, CDBG Program Manager, and Jeff Dill, Budget Analyst provided an update regarding the ARPA allocations.

Staff recommended awarding \$499,610.82 in ARPA funds to sub-grantees to carry out projects in response to Covid-19.

**Mr. Rocha moved to recommend awarding \$499,610.82 in ARPA funds to sub-grantees to carry out projects in response to Covid-19, as recommended by staff. The motion was seconded by Mr. Neil and unanimously carried.**

Mr. Contant requested an update regarding the structural engineer report for the old Dover Post Office.

**Mr. Anderson moved for the adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection, the meeting adjourned at 7:24 p.m.**

**Mr. Boggerty moved for adjournment of the Council Committee of the Whole meeting, hearing no objection, the meeting adjourned at 7:24 p.m.**

Roy Sudler, Jr.  
Council President

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