

Town of Blades  
 OFFICE OF MAYOR & COUNCIL  
 20 W Fourth Street  
 Blades, Delaware 19973-4122  
 (P) 302.629.7366 (F) 302.629.0199



April 13<sup>th</sup>, 2015  
 Annual Council Meeting  
 7PM @ Hardin Hall

**AGENDA**

❖ Lord's Prayer

❖ The Pledge of Allegiance

❖ Minutes from previous meeting

❖ Police Report

❖ Report from BEDCO

❖ Report from Planning and Zoning

❖ Unfinished Business:

➤ Committee Reports:

▪ Housing

▪ Water

▪ Street

▪ Parks & Cemeteries

▪ Police

▪ Mayor's Report

~~➤ Chief's Contract~~

❖ New Business:

➤ Administer the Oath of Office to Elected Officials

➤ Nominations for Vice-Mayor of Council

➤ Commissioner Appointment by Mayor

▪ Housing

▪ Water

▪ Streets

▪ Parks & Cemeteries

▪ Police

➤ Appointment of Town Solicitor

○ Tim Willard, Fugua, Yori & Willard in Georgetown

➤ Appointment of Tax Assessor

○ Larry Monihan will temporarily continue assessments

➤ Proclamation: Mayors Day of Recognition for National Service

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- Recognizing our citizens, staff, and council that volunteer, showing our gratitude and appreciation for volunteering in our community and surrounding communities.

❖ Good of the Community

❖ Adjournment

\*\*\*DURING THE COURSE OF THE COUNCIL MEETING, COUNCIL OR MAYOR MAY CALL AN EXECUTIVE SESSION\*\*\*Pursuant to Title 29 Chapter 100 Section 10004(b)

\*\*\*AGENDA SUBJECT TO CHANGE\*\*\*

\*\*\*AGENDA ITEMS LISTED MAY BE CONSIDERED OUT OF SEQUENCE\*\*\*

In accordance with 29 Del. C. §10004(e)(2), this agenda was posted on April 6, 2015 @ 7:00PM; and at least seven (7) days in advance of the meeting; on the website and the community board at Town Hall. Updated April 13<sup>th</sup>, 2015 @ 9:30am. VP

This Agenda was prepared by the Town Administrator and is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting.



BLADES POLICE DEPARTMENT  
BLADES, DELAWARE

MEMORANDUM

TO: Mayor Michael Smith  
Mayor of Blades

FROM: Chief Edwin C. Cooke *EC*  
Chief of Police

THROUGH: Mr. Earl E. Chaffinch Sr.  
Police Commissioner

SUBJECT: Monthly Report March 2015

DATE: April 13, 2015

Traffic and Criminal Activity Statistics:

Traffic Arrest: (0) Criminal Arrest: (0)  
DUI Arrest: (0) Criminal Complaints: (60)  
29P Local Fugitive (0) Domestic Related (4)

Vehicle Report

Crown Victoria 2001 Mileage (135405) Fuel (12)  
Ford Crown Vic 2009 Mileage (73150) Fuel (TBA)  
Dodge Durango (2005) Mileage (168608) Fuel (148)  
Hummer (1993) Mileage (19259) Fuel (0)  
Hummer (1978) Mileage (23500) Fuel (0)

Significant Event:

1. On Tuesday, March 10, 2015, Chief Edwin Cooke attended the Delaware Chiefs' Council meeting held at the Dover Police Department in Dover, Delaware.

2. On Tuesday, March 10, 2015, Chief Edwin Cooke attended the SALLE & EIDE Grant meeting held at the Dover Police Department in Dover, Delaware. Blades Police Department submitted one second request for funding on the EIDE Grant requesting additional funds for overtime in the amount of \$3,000.00. This grant amount was adjusted and approved for \$2,180.10, which in actuality increases the EIDE Grant total for 2015 to \$5,275.49.

At the February 10, 2015, SALLE & EIDE Grant meeting Blades Police Department submitted a SALLE Grant application for \$3,186.28 and an EIDE Grant application for \$3,095.39, both grant applications were voted on and approved. The math shows, the total funding awarded for SALLE & EIDE Grant 2015 is \$8,461.77.

3. On Wednesday, March 18, 2015, Chief Edwin Cooke attended the Sussex County Police Chiefs' Association meeting held at the Sussex County Emergency Operation Center (SUSCOM) in Georgetown, Delaware.

4. During the week of March 30<sup>th</sup> thru April 3<sup>rd</sup> 2015, Chief Edwin Cooke attended the Advanced Law Enforcement Rapid Response Training (ALERT). This course of training focused on Terrorism Response Tactics Active Shooter Train-The-Trainer topics and exercises.

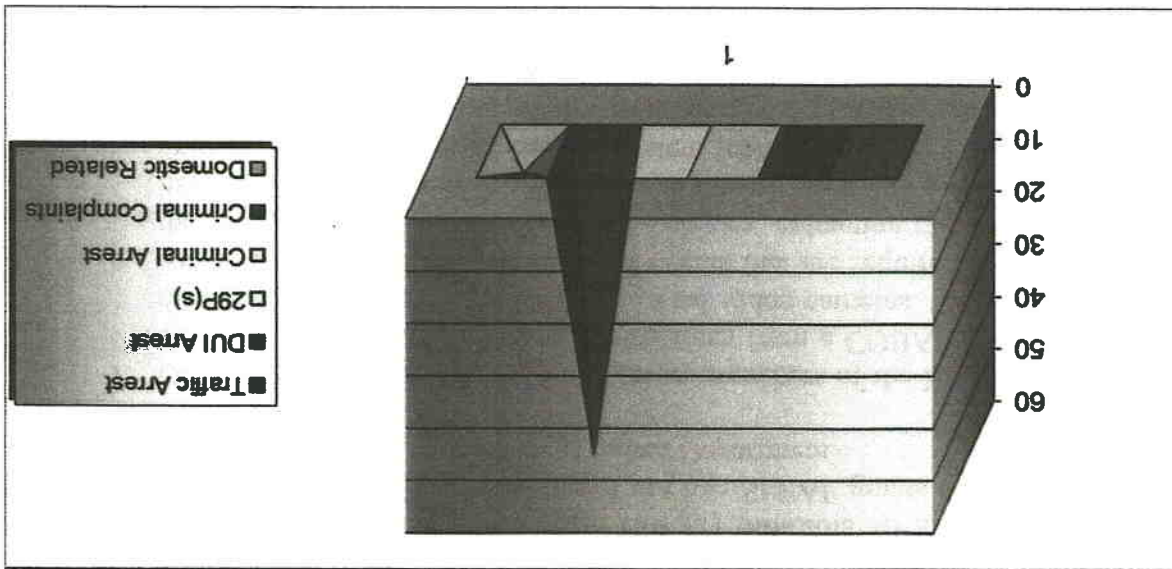
5. On Wednesday, April 1, 2015, Patrolman John Thompson and Patrolman Victor Matos attended a one day block of instructions COPS in the Courtroom Driving Under the Influence (DUI) arrest and prosecution training held at the Sussex County Emergency Operation Center (SUSCOM). The training focused on the detection, apprehension, arrest and prosecution expectations for DUI offenders. The course of training was taught by members of the Attorney General's Office.

6. On Thursday, April 2, 2015, Chief Kenneth McLaughlin of Ocean View Police Department attended the SLEAF Grant meeting held at the Dover Police Department. Chief Edwin Cooke contacted the AG's Office and made a request that Chief K. McLaughlin be authorized to speak on behalf of the Chief E. Cooke [Blades Police Department] in his absence

1. Patrolman John Thompson injured an ankle on Sunday, March 15, 2015, and has been on light duty since that event. He has been accomplishing administrative junctions out of uniform while serving in a non-duty status.
2. Patrolman Victor Matos is several weeks in duration into the mandatory twelve (12) week Field Training Officer program. All complaint loads and training is monitored daily for final evaluation in weeks to come.

**Noteworthy Mention:**

7. On Wednesday, April 8, 2015, the sworn members of the Blades Police Department received a block of instructions from a COBAN technician on the functionality of the COBAN in-car video cameras. The training addressed the checklist procedure of events that are required to operate the camera systems inside the patrol vehicles, extracting the removable hard-drive upload from the vehicles and downloading the recorded data onto the hard-drive on the back-in system [computer in the office] from storage and review. Once the recorded data is on the hard-drive of the office computer - video segments can be generated. COBAN Technologies will schedule additional blocks of instruction/training to accomplish the steps necessary to generate and store the video segments.
- from the grant meeting. Blades Police Department had two (2) grants on application placed on the agenda for the first time. Both grant applications were voted on and approved, the first grant in the amount of \$3,080.00 to upgrade the duty handgun and the second grant in the amount of \$5,269.50 to purchase two (2) Motorola APX 6000 series portable radios. The cash value of the two SLEAF grants is \$8,349.50 which will be used by the Blades Police Department.



Traffic Arrests	0
DUI Arrests	0
29P(s)	0
Criminal Arrests	0
Criminal Complaint	60
Domestic Related	4

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**Code Enforcement Report**

**April 2015**

**Complaints-5**

**Ordinance # 416 Abandoned Vehicle- 2**

**Rental Inspections – 4**

**Ordinance # 330 Trash -1**

**Mileage 11900**

# Town of Blades

Inspection, Repair & Maintenance Record

Vehicle Identification

MONTH March 15

2013 CHEVY SONIC

Tire Size \_\_\_\_\_

WEEKLY SCHEDULED MAINTENANCE	WEEK ONE	WEEK TWO	WEEK THREE	WEEK FOUR	WEEK FIVE	CHECK COMPLETED BY INITIALS
CHECK OIL	✓	✓	✓	✓	✓	MT
CHECK ANTI-FREEZE	✓	✓	✓	✓	✓	MT
CHECK TIRES	✓	✓	✓	✓	✓	MT
CHECK TIRE PRESSURE	✓	✓	✓	✓	✓	MT
CHECK OTHER FLUIDS	✓	✓	✓	✓	✓	MT
CHECK SIGNAL LIGHTS/BRAKE LIGHTS	✓	✓	✓	✓	✓	MT
MILEAGE	11250	11365	11422	11520	11616	MT





**Town of Blades**  
Water & Maintenance Department

Month/Year: March 2015

Vehicle #	Model	Starting Mileage	Ending Mileage	Monthly Total Fuel	Monthly Total Fuel	Total Mileage	Total Hours
Vehicle 1:	2008 GMC Sierra	56,058	57,022	\$128.78		964	
Vehicle 2:	1995 Ford F250	75,988	76,906	\$215.45		718	
Vehicle 3:	1995 Chevy D/T	21,976	22,020	\$215.45		74	319.44

Complaints	Disconnects	Reconnects	After Hour Calls	After Hour Response	Other Water Leaks	Town Water Leaks
1	8	8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Well #	Gallons	Hours
Well #1:	849,300	106.30
Well #2:	1,097,000	not accurate
Well #3:	497,600	106.50
Total:	2,443,900	not accurate

Actual meter reading date:	Caustic Soda	Chlorine	Corrosion Control	Fluoride
3/30/15	120	330	0	50

Comments: 3/12/15 Start of Well #3

Brandon Slater, DE Water Operator #10


Supply Name Town of Blades

DIVISION OF PUBLIC HEALTH  
OFFICE OF DRINKING WATER PROGRAM  
WATER WORKS REPORT

PWSID# 865 Month March Year 2015

Date	Time	Sample Point	Fluoride lbs. or GPD	mg / l.	Chlorine lbs. or GPD	Res. - mg/L Treated Water	pH Treated Water	Turbidity Surface Water Only	Other	Remarks
1	9:40	plant	2005	0.56		1.09	6.5	0.05	0.02	pu
2	11:00	plant	2005	0.80		0.95	6.6	0.06	0.05	pu
3	11:05	plant	2006	1.13		0.86	6.4	0.05	0.02	pu
4	10:00	plant	2006	0.78		1.00	6.4	0.07	0.05	pu
5	9:10	plant	2007	0.97		1.09	6.3	0.06	0.03	pu
6	10:50	plant	2007	0.96		1.02	6.4	0.05	0.02	pu
7	9:35	plant	2008	0.98		1.06	6.4	0.06	0.03	pu
8	10:25	plant	2008	1.08		0.99	6.3	0.05	0.03	pu
9	10:10	plant	2008	1.20		1.12	6.3	0.07	0.04	pu
10	10:50	plant	2008	0.89		1.03	6.3	0.07	0.01	pu
11	10:45	plant	2008	0.91		1.05	6.2	0.05	0.02	pu
12	9:45	plant	2009	0.75		0.79	6.3	0.01	0.02	pu
13	9:15	plant	2010	1.15		0.96	6.4	0.05	0.05	pu
14	10:45	plant	2010	0.96		0.85	6.3	0.04	0.05	pu
15	10:15	plant	2010	0.95		0.92	6.2	0.06	0.05	pu
16	7:20	plant	2010	1.10		1.05	6.3	0.05	0.04	pu
17	1:00	plant	2011	0.90		1.05	6.4	0.01	0.05	pu
18	11:00	plant	2011	0.90		1.09	6.6	0.03	0.03	pu
19	7:05	plant	2012	0.96		1.07	6.3	0.04	0.05	pu
20	10:05	plant	2012	0.90		0.99	6.3	0.07	0.05	pu
21	10:10	plant	2012	0.87		0.99	6.2	0.06	0.04	pu
22	11:05	plant	2012	0.91		0.94	6.3	0.07	0.02	pu
23	10:45	plant	2013	0.77		1.04	6.3	0.04	0.02	pu
24	1:25	plant	2013	0.87		0.90	6.2	0.05	0.03	pu
25	1:05	plant	2013	0.85		0.98	6.2	0.06	0.00	pu
26	10:00	plant	2014	0.84		0.95	6.3	0.06	0.02	pu
27	1:15	plant	2014	0.89		0.92	6.2	0.07	0.01	pu
28	9:20	plant	2015	0.93		0.87	6.3	0.05	0.02	pu
29	10:30	plant	2015	0.82		0.98	6.4	0.06	0.00	pu
30	9:50	plant	2015	0.90		1.04	6.5	0.05	0.04	pu
31	9:00	plant	2015	1.13		0.97	6.2	0.05	0.03	pu

Division of Public Health  
Office of Drinking Water  
Blue Hen Corporate Center  
655 Bay Road, Suite 20A  
Dover, DE 19901

Signature 

Town of Blades  
Monthly Well Reading Report

Month of March

Year 2015

Day	Well #1	Hours	GPM	Well #2	Hours	GPM	Backwash	Check	Initials
1	257120	181.8		237781			✓		
2	253220	181.8	237781	238084			✓		BS
3	253220	181.8		238084			✓		BS
4	253843	150.5	2380201				✓		BS
5	254075	143.5	238087				✓		BS
6	254943	204.4	238155				✓		BS
7	255070	205.6	238194				✓		BS
8	255061	219.1	238200				✓		BS
9	255061	219.1	238300				✓		BS
10	255061	219.1	238321				✓		BS
11	2556737	227.4	2384150				✓		BS
12	2556921	250.5	2384872	186.75	186		✓		BS
13	2559581	230.5	2384832	186	186		✓		BS
14	2559581	230.5	2384832	186	186		✓		BS
15	2559581	230.5	2384832	186	186		✓		BS
16	255981	230.5	2384832	186	186		✓		BS
17	256981	230.5	238524	191.8	191.8		✓		BS
18	256981	230.5	2385564	194.9	194.9		✓		BS
19	256982	230.5	2386272	205.2	205.2		✓		BS
20	256982	230.5	2386272	205.2	205.2		✓		BS
21	256731	239.5	238672	205.2	205.2		✓		BS
22	256731	239.5	238711	216.5	216.5		✓		BS
23	256731	239.5	238725	221.77581	221.77581		✓		BS
24	256731	252.3	238732	249.3	249.3		✓		BS
25	256731	252.3	238807	229.0	229.0		✓		BS
26	256731	252.3	238815	229.9	229.9		✓		BS
27	256945	251.2	238816	230	230		✓		BS
28	256945	272.8	238870	230	230		✓		BS
29	256945	272.8	238895	241.4	241.4		✓		BS
30	256945	275.1	238895	241.4	241.4		✓		BS
31	256945	288.1	238895	241.4	241.4		✓		BS
Total	849300	106.3		1097000	106.5				

Total Gallons 2,443,900

Total Hours 640.2 not accurate

Town Of Blades  
Monthly Effluent Flow Meter Report

Year 2015

Month of March

Day	Effluent Flow Meter	Initials	Total
1	51495217	BS	
2	51495665	BS	
3	51968340	BS	
4	51926871	BS	
5	51956702	BS	
6	51447881	BS	
7	52008240	BS	
8	52019235	BS	
9	52030243	BS	
10	52039675	BS	
11	52048802	BS	
12	52059410	BS	
13	52069076	BS	
14	52077648	BS	
15	52086422	BS	
16	52101855	BS	
17	52106536	BS	
18	52121906	BS	
19	52130555	BS	
20	52139298	BS	
21	52146857	BS	
22	52156313	BS	
23	52167877	BS	
24	52181815	BS	
25	52190090	BS	
26	52198602	BS	
27	52207664	BS	
28	52216577	BS	
29	52226448	BS	
30	52237218	BS	
31	52248055	BS	

Total Gallons 3028380



## Mayors Day of Recognition for National Service Proclamation

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our cities and counties, from educating students for the jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and WHEREAS, AmeriCorps and Senior Corps participants serve in more than 60,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, City of Service, and mayors across the country to recognize the impact of service on the Mayors Day of Recognition for National Service on April 7, 2015.

THEREFORE, BE IT RESOLVED that I, *Robert Atkinson*, Mayor of Town of Blades, do hereby proclaim April 7, 2015, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our town; to thank those who serve; and to find ways to give back to their communities.

*Robert Atkinson*

Mayor Robert Atkinson

*Wikki Prettyman*

Wikki Prettyman, Town Administrator

Seal



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**Town of Blades Resolution No. R02 2015.04.13**

WHEREAS, Earl Chaffinch, Sr. was sworn into office as Councilman of the Town of Blades on July 10<sup>th</sup>, 1978 and served with distinction until March 11, 2002 and his service and dedication to the town was honored with a plaque presented to Earl Chaffinch in honor of his 25 years of service; and

WHEREAS, Earl Chaffinch, Sr. was sworn into office as Councilman of the Town of Blades on September 10<sup>th</sup>, 2007 and, once again served with distinction until April 13<sup>th</sup>, 2015; and

WHEREAS, Earl Chaffinch, Sr. has served the Town of Blades in various commissions and most notably as the Police Commissioner; and

WHEREAS, The Town of Blades owes Earl Chaffinch, Sr. a debt of gratitude for his dedication to the citizens and the employees of the town.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council congratulate Earl Chaffinch, Sr., on his retirement from Council, recognize that he will be sorely missed, express their sincere appreciation to him and his family for the dedicated years of service and personal sacrifice made on behalf of the Town of Blades, and wish him much rest and improved health for many years to come.

BE IT FURTHER RESOLVED that the Mayor and Council direct the Town Administrator to make this resolution a part of the permanent records of the Town of Blades as a lasting symbol of appreciation and gratitude to Earl Chaffinch, Sr.

ADOPTED: APRIL 13, 2015

ROBERT ATKINSON  
MAYOR

VIKIKI PRETTYMAN  
TOWN ADMINISTRATOR



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**Town of Blades Resolution No. R03 2015.04.13**

**WHEREAS**, Michael J Smith, was sworn into office as Councilman of the Town of Blades on March 13<sup>th</sup>, 2006 and served with distinction until April 13<sup>th</sup>, 2009; and

**WHEREAS**, Michael J Smith was elected by the citizens of the Town of Blades on April 6<sup>th</sup>, 2009 as Mayor and sworn into office on April 13<sup>th</sup>, 2009

**WHEREAS**, Michael J Smith has served with energy and passion and during his 6 years as Mayor, served on the S.C.A.T. (Sussex County Association of Towns) as the 2<sup>nd</sup> Vice President, the Vice President, and then the President, served on the Legislative Committee for S.C.A.T., represented the town on several important legislative issues from Municipal Street Aid Funds to Police Departments' rights to unionize (House Bill 81); and

**WHEREAS**, Michael J Smith demonstrated empathy and the ability to consider diverse points of view, serving as both a tireless advocate for residents and a sympathetic and supportive voice for the Town's workforce, and displayed tenacity and the courage to adhere to his conviction.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council congratulate Michael J Smith on his retirement from Council, recognize that he will be sorely missed, express their sincere appreciation to him and his family for the dedicated years of service and personal sacrifice made on behalf of the Town of Blades, and wish him much rest and continued good health for many years to come.

**BE IT FURTHER RESOLVED** that the Mayor and Council direct the Town Administrator to make this resolution a part of the permanent records of the Town of Blades as a lasting symbol of appreciation and gratitude to Michael J Smith.

**ADOPTED: APRIL 13, 2015**

\_\_\_\_\_  
ROBERT ATKINSON  
MAYOR

\_\_\_\_\_  
WIKKI PRETTYMAN  
TOWN ADMINISTRATOR

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I, Russell J Joseph, having been elected as Councilperson to the Town of Blades, Sussex County, Delaware, do solemnly swear that I will support the Ordinances and abide by the Charter of the Town of Blades, support the Constitution of the United States and the Constitution of the State of Delaware, and that I will faithfully discharge the duties of the office to which I have been elected with fidelity.

Russell J Joseph  
Russell J Joseph  
Elected April 6<sup>th</sup>, 2015

Sworn to and subscribed before me

Wikki Lynn Prettyman  
Wikki Prettyman, Notary Public

4/13/2015

Date

VIKKI LYNN PRETTYMAN  
NOTARY PUBLIC  
STATE OF DELAWARE  
My Commission Expires on February 6, 2018



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I, Robert Atkinson, having been elected as Mayor to the Town of Blades, Sussex County, Delaware, do solemnly swear that I will support the Ordinances and abide by the Charter of the Town of Blades, support the Constitution of the United States and the Constitution of the State of Delaware, and that I will faithfully discharge the duties of the office to which I have been elected with fidelity.

(Robert H. Atkinson)

Robert Atkinson  
Elected April 6<sup>th</sup>, 2015

Sworn to and subscribed before me

Vikki Lynn Prettyman

Notary Public

4/13/2015

Date

VIKKI LYNN PRETTYMAN  
NOTARY PUBLIC  
STATE OF DELAWARE

My Commission Expires on February 6, 2018

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I, Russell J Joseph, having been elected as Councilperson to the Town of Blades, Sussex County, Delaware, do solemnly swear that I will support the Ordinances and abide by the Charter of the Town of Blades, support the Constitution of the United States and the Constitution of the State of Delaware, and that I will faithfully discharge the duties of the office to which I have been elected with fidelity.

Russell J Joseph  
Russell J Joseph  
Elected April 6<sup>th</sup>, 2015

Sworn to and subscribed before me

Wikki Lynn Prettyman  
Wikki Prettyman, Notary Public

Date 4/13/2015

VIKKI LYNN PRETTYMAN  
NOTARY PUBLIC  
STATE OF DELAWARE  
My Commission Expires on February 6, 2018

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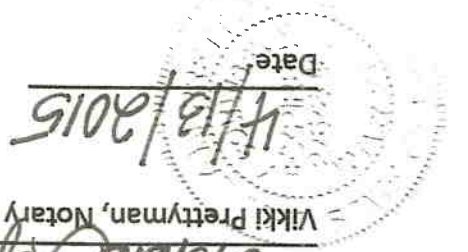


I, Lee Benningfield, having been elected as Councilperson to the Town of Blades, Sussex County, Delaware, do solemnly swear that I will support the Ordinances and abide by the Charter of the Town of Blades, support the Constitution of the United States and the Constitution of the State of Delaware, and that I will faithfully discharge the duties of the office to which I have been elected with fidelity.

Lee Benningfield  
 Lee Benningfield  
 Elected April 6<sup>th</sup>, 2015

Sworn to and subscribed before me

Wikki Lynn Prettyman  
 Wikki Prettyman, Notary Public



WIKKI LYNN PRETTYMAN  
 NOTARY PUBLIC  
 STATE OF DELAWARE  
 My Commission Expires on February 6, 2018

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I, BJ Hardin, having been elected as Councilperson to the Town of Blades, Sussex County, Delaware, do solemnly swear that I will support the Ordinances and abide by the Charter of the Town of Blades, support the Constitution of the United States and the Constitution of the State of Delaware, and that I will faithfully discharge the duties of the office to which I have been elected with fidelity.

BJ Hardin  
BJ Hardin  
Appointed on April 13<sup>th</sup>, 2015

Sworn to and subscribed before me

Wikki Lynn Prettyman  
Wikki Prettyman, Notary Public

Date 4/13/2015

VIKIKI LYNN PRETTYMAN  
NOTARY PUBLIC  
STATE OF DELAWARE  
My Commission Expires on February 6, 2018

