

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**BOARD OF DIRECTORS MEETING**

**LOCATION: The Sanders Room**  
**Grass Dale Center – Fort DuPont State Parks**  
**108 Old Reedy Point Bridge Road**  
**Delaware City, DE 19706**

**February 11, 2015 - 8:30 a.m.**

**Meeting Minutes**

**ATTENDANCE**

**Council Members:**

Susan Frank, Chairperson  
Richard Cathcart  
Herb Inden  
Rick Geisenberger  
Kevin Kelley  
Michael Morton  
Herbert Netsch  
Bert Scoglietti  
Dale Slotter  
Laura Lee

**Staff:**

Matthew P. Chesser, DNREC  
Max Walton, Esq., Connolly Gallagher  
Mike Mahaffie, Government Information Center

**Visitors**

Mayor Stanley Green, Delaware City  
Tim Konkus, Delaware City Marine  
Bob Malinowski, Delaware City Councilman  
Becky Webb, Fort DE/Fort DuPont Park Superintendent  
Peggy Schultz, League of Women Voters  
Billie Travalini

**I. Call to Order/Introductions/Announcements**

Ms. Susan Frank, Chairperson, called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at 8:30 a.m. She welcomed visitors and transcriptionist, Gloria D'Amore, to the meeting.

Mr. Chesser explained that with Rose Ryodi's retirement, the Division of Parks and Recreation was experimenting with using a transcription service to transcribe meetings for several different Councils and this was one of them.

**II. Old Business**

a. Approval of Minutes:

Mr. Walton and Mr. Scoglietti noted two changes to the draft minutes for the January 14, 2015 meeting. Ms. Frank asked for a motion to approve the minutes as amended. Motion was made to approve minutes as written. Motion carried.

b. On-going discussions – Delaware City Comp Plan, HPR Zoning Ordinance, Other Ordinances

Mr. Walton said Delaware City presented to the PLUS committee the fourth Wednesday of the month. There was no objection. There were some comments raised with respect to sea level rise. There should be a report, or the PLUS letter coming from the meeting. The Delaware City Planning Commission will meet on March 2<sup>nd</sup> and on March 4<sup>th</sup>, Town Council will have a special meeting, which has been in the newspaper, but the agenda has not yet been posted. And all of the Ordinances will be considered, not just the zoning Ordinances when they go to the Town Council.

Mr. Inden said the Ordinance package received fairly good support and if any issues were raised, it was related to sea level rise.

c. Advisory Council

Ms. Frank informed the group that the Governor had selected someone to be the Chair of the Advisory Council and he has accepted. His name is Dennis "Halter" and is very active in the community with a finance development background. The rest of the selections will follow and they will be contacting Delaware City for their list of nominees.

d. Engineering Standards

Mr. Chesser was able to get the three quotes from Parks & Recreation's retained engineers and gave the Board a breakdown of the quotes. Each firm had tasks within their scope of work whose prices were out of line with the other firms' quotes. Mr. Chesser was tasked with asking for updated prices on those items. Ms. Frank asked for a motion to allow Mr. Chesser, after getting updated quotes, to select a firm based on price, ability to get the work done, and ability to work closely with the Division. Motion carried.

e. Architectural Standards

Mr. Chesser gave an update on the Sasaki contract, and the Board had a discussion about scheduling a meeting with Sasaki Associates. Options were discussed between in person and

teleconferencing with the Board. Ms. Frank said that they would work to schedule something with the Board.

### **III. New Business**

#### **a. Website and Logo**

Mr. Geisenberger introduced Mike Mahaffie, the Director of the Government Information Center to give a presentation on the work his section has done in developing a logo and website for the Corporation.

Mr. Mahaffie gave a presentation of some logos that his section had created for review by the Board. He explained some of the inspirations that went into the designs and the Board had a broad discussion about the design elements for the logo. The Board directed Mr. Mahaffie to focus their continued efforts to refine one specific logo.

Mr. Mahaffie then discussed the website naming options, design options, and how the site should be developed depending on who would run it in the long term. The Board had a broad discussion on the website and the possible content for the site.

Mr. Mahaffie stated that he would come back to the Board with updates.

Ms. Frank asked the Board for a motion to authorize Mr. Chesser to pay for the cost of registering a website address for the Corporation. Motion carried.

### **IV. Executive Director and Outside Counsel Search**

#### **a. Outside Counsel**

Ms. Frank discussed the need to move the hiring of Outside Counsel forward.

Mr. Cathcart recommended that Board solicit the names of interested people in addition to those previously provided to them.

The Board had a discussion on retaining Outside Counsel and what skills are necessary.

Mr. Chesser stated that a broad range of skills would be necessary – real estate, litigation, and transactional.

Ms. Frank stated that she would look at the State templates used for hiring outside counsel as a guide.

#### **b. Executive Director Search**

Ms. Frank asked for a motion to go into executive session to discuss hiring of the Executive Director.

Mr. Geisenberger asked if he could recommend a change to the Executive Director Job Description which was accepted by the Board.

Mr. Walton offered to make the necessary record for the Board to vote on to go into Executive Session. He stated “As I understand it, you are going to go into Executive Session to discuss personnel matters, specifically salary. I would like to make the record that is appropriate under Attorney General's Opinion IB- where you can discuss confidentially salary determination with someone that you are attempting to hire. So, it is proper to go into Executive Session. When you go into Executive Session, you can't stray from those topics. Ultimately, you have to stay narrowly thorough. All votes, any

votes have to take place in the Public Session, under the clear language of FOIA. You can't have a straw poll or that kind of thing when you are in Executive Session.”

The Board voted to go into Executive Session.

**V. Public Comment**

Upon returning to from Executive Session, Ms. Frank noted that the next scheduled date, March 11<sup>th</sup>, would not work and a new meeting time and date would be arranged.

Ms. Frank then asked for public comment.

Ms. Peggy Schultz from the League of Women Voters asked what the Corporation was doing in light of Executive Order 41.

Mr. Chesser explained in some detail that the State plans to address sea level rise and climate change at the site and use Fort DuPont as a demonstration site for how these issues can be tackled.

Mr. Cathcart added that once annexed by Delaware City, the site will be required to meet strict FEMA standard for flood zones.

Ms. Frank then recognized Ms. Billie Travalini. Ms. Travalini had been a former resident/patient at Governor Bacon as a child and advocated for a children's retreat house to be built on site as part of the final plans.

Ms. Frank stated that the Board was in the early stages of the process but the Board appreciated the comments and looked forward to working with her.

**VI. Adjourn**

Ms. Frank asked for a motion to adjourn. The meeting adjourned at \_\_\_\_\_ a.m.