

**MINUTES OF THE MEETING OF THE  
CITY OF SEAFORD MAYOR AND COUNCIL**

February 23, 2021

7:00 P.M.

Mayor David Genshaw called the Regular Meeting to order at 7:00 p.m. with the following present: Councilman Dan Henderson, Councilman Matt MacCoy, Councilman Orlando Holland, Councilman Jose Santos, and Councilman James King. City Manager, Charles Anderson, Director of Electric, Bill Bennett, Chief of Police, Marshall Craft, Director of Finance and HR, June Merritt and Director of Economic Development and Community Relations, Trisha Newcomer, were also present.

Councilman Henderson offered the opening prayer; Mayor Genshaw then led those present in the Pledge of Allegiance.

Mayor Genshaw solicited any changes to the agenda; there were none.

Mayor Genshaw called for a motion to approve the minutes of the Regular Meeting on February 9, 2021. Councilman Henderson made a motion to approve the minutes of the Regular Meeting on February 9, 2021. Councilman MacCoy seconded the motion. The motion so passed with all voting in favor.

Councilman Santos arrived at 7:03 p.m.

Chief Craft introduced Patrolman Joan Clare Nanola. She graduated from the Dover Police Academy on February 12, 2021 and received her Oath of Office by the Mayor at the SPD on February 15, 2021.

Chief Craft presented Sgt. A. Matthew Mills who was recently promoted to Sergeant and Lt. Christopher Miller who was recently promoted to Lieutenant.

Director of Electric, Bill Bennett introduced Tyler Sewell who was recently hired as a Groundman in the Electric Department.

**Correspondence**

There was none.

**New Business**

Mayor Genshaw presented New Business Item #1: Mr. Carson Hastings to present a request to place banners honoring local military veterans along High Street in the downtown area.

Mr. Hastings introduced his proposed project, Seaford Hometown Heroes. This is a project to honor local veterans and those currently serving in any military branch by placing 36 banners in the downtown area. All costs for the project will be paid through fundraising. Applications will be provided online through the City of Seaford website as well as paper copies available at City Hall.

Mr. Hastings shared a mock up that was created by Towers Signs. The total estimated cost for 36 banners is \$2,700. To date, \$1,700 has been raised for the project. Mr. Hastings also has other

plans to raise the remainder of the money needed. These fundraisers include presentation at the Daughters of the American Revolution and Sons American Revolution chapter meetings throughout the State of Delaware and ask for donations. Presentation to local organizations and veteran organizations to request donations. There will also be a Pampered Chef fundraiser.

Mr. Hastings then discussed the application process. The banners will be created on a first come, first serve basis by completed applications that are turned in. The first 36 completed applications will have banners created in their honor. Applications can be emailed to [seafordheroes@gmail.com](mailto:seafordheroes@gmail.com) or turned into City Hall with verification of date and time turned in.

If the project is approved, applications will be available on March 1<sup>st</sup> and all applications must be turned in by April 19<sup>th</sup>.

Mayor Genshaw solicited any additional questions from Council. Councilman MacCoy asked if there are more applications received than poles for them to be placed on, would the banners rotate throughout the years. Mayor Genshaw replied that the first 36 completed applications will have a banner hung in their honor and then a waiting list will be formed.

City Manager Anderson shared that the brackets for the banners will be placed on the existing poles on the sidewalk side of High Street. It is proposed for the banners to be displayed from Memorial Day until Veterans Day. A meeting was recently held with Downtown Seaford Association; who would also like place banners downtown rather than the flags as they have done in the past. The plan would be to hang their banners before and after the Hometown Heroes banners are displayed.

Councilman Henderson asked how someone could make a donation. Mr. Hastings replied that once applications are completed, personal donations will be accepted. Any checks can be made payable to CAR (Children American Revolution) DE Chapter.

With no other questions, Mayor Genshaw called for a motion. Councilman Holland made a motion to approve placing banners honoring local military veterans along High Street in the downtown area as presented. Councilman King seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Henderson voted yes;  
Councilman Santos voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item # 2: Mr. Jim Elliott, Project Manager with the Sussex Conservation District to request permission to install a storm drain pipe in the Park Avenue

right-of-way to the Atlanta-Devonshire tax ditch to provide enhanced storm water drainage to the Heritage Village area of Seaford.

Mr. Elliott explained that Sussex Conservation District is currently working with DNREC to address drainage concerns in Sussex County. Heritage Village is one of the areas of concerns that has been on the list since 2002. The State has now provided funding to help resolve these drainage issues.

The City will not incur any cost due to the project; all of the funding will come from the State.

Mr. Elliott shared a picture of the area. He described the project which will install piping from an existing "blind ditch" to drain a good portion of Heritage Village to the Atlanta-Devonshire tax ditch. One of the conditions of using this right-of-way was to demonstrate that by taking this water that does not go into this tax ditch today the additional flows will not cause an adverse impact downstream. In order to fulfill that requirement, GMB was hired to provide a watershed study to show that this additional water from this subdivision does not cause a negative impact on the properties downstream. The study did show no adverse impacts from the proposed project and a letter of no objection was received from the City Engineer.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked who would do the maintenance on the tax ditch. Mr. Elliott replied that the maintenance on the ditch is preformed by the tax ditch organization by the taxes that they collect on an annual basis.

Councilman Henderson asked if the flow was into the tax ditch or out of the tax ditch. Mr. Elliott replied that the pipe that is being proposed is a 24-inch pipe that will be collecting water from Heritage Village and taking it to the tax ditch.

City Manager Anderson added that this project has been in the works for many years. There were some alternative ways that were looked into for this project. He pointed out that it crosses laterally across Orient Chemical property. An easement is currently being negotiated with Orient Chemical; however, the request of the City is only the Park Avenue right-of-way occupancy. The City engineer has done their due diligence here and provided a letter of no objection; determining that this installation will cause no negative impact.

City Manager Anderson has discussed long term maintenance with Mr. Elliott, the City will not be responsible for maintenance of this facility.

Mayor Genshaw then called for a motion. Councilman Holland made a motion to grant permission to the Sussex Conservation District to install a storm drain pipe in the Park Avenue right-of-way to the Atlanta-Devonshire tax ditch to provide enhanced storm water drainage to the Heritage Village area of Seaford as presented. Councilman Santos seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Holland voted yes;

Councilman MacCoy voted yes;  
Councilman King voted yes;  
Councilman Santos voted yes;  
Councilman Henderson voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #3: Chief of Police Marshall Craft to present a recommendation regarding the Request for Proposals for Body worn and in-car cameras for the Seaford Police Department.

Chief Craft shared that there were five proposals received. The proposals were ranked by the following criteria: (1) State contracted Vendor; (2) Price, (3) Capabilities, (4) Predicted Reliability and (5) Saturation.

Following the initial review and ranking process, it was determined that Axon was the highest ranked vendor. Overall, Axon was selected because they are a State Contracted vendor, their price was the lowest, they provided signals/triggers not available with Watch Guard, they have been proven to be extremely reliable and the majority of the deployed BWC's in Delaware are Axon units.

Chief Craft then explained the funding for the project. Partial funding will be provided through BJAG 2019 (Reverted Funds) in the amount of \$15,000.00. This project will also be added in the department's Capital Improvement Plans for the next five years.

Additionally, larger Law Enforcement agencies in Delaware have lobbyist working to ensure the police departments who enter into contracts for BWC's, before State funding is available, are still considered for funding in the future.

Axon's proposal is for five (5) years, which includes technology, hardware upgrades, installation and training/support throughout the term, at a cost of \$166,384.93. This cost is competitive with the Delaware state contract for body worn cameras and related data storage.

Mayor Genshaw solicited any questions from Council. Councilman King asked why the cameras would not be activated when a gun is activated since the camera is activated when the taser is deployed. Chief Craft replied that it can be added on with an additional cost. He recommended that grant funding be looked into for an update to add that feature in the future.

Mayor Genshaw then called for a motion. Councilman Henderson made a motion to accept the recommendation of the Chief of Police Marshall Craft regarding the Request for Proposals for Body worn and in-car cameras for the Seaford Police Department and award the contract to Axon Enterprises, Inc. with funding provided by Realty Transfer Tax Reserves and BJAG-2019 grant funds as presented. Councilman MacCoy seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #4: Chief of Police Marshall Craft to present a recommendation to accept funding approval through BJAG-2019 (project #2548), which is reverted funds in the amount of \$15,000.00 towards the purchase of body worn cameras.

Mayor Genshaw solicited any questions from Council; there were none.

Mayor Genshaw then called for a motion. Councilman Henderson made a motion to accept the recommendation of the Chief of Police Marshall Craft to accept funding approval through BJAG-2019 (project #2548), which is reverted funds in the amount of \$15,000.00 toward the purchase of body worn cameras as presented. Councilman MacCoy seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #5: Chief of Police Marshall Craft to share a virtual presentation of State Accreditation through the Delaware Police Accreditation Commission that occurred on Wednesday, February 17, 2021.

Mayor Genshaw thanked everyone for their hard work on this project; it is an added asset to the department.

Mayor Genshaw presented New Business #6: Present for approval from Johnson Controls to replace the fire alarm control panel and fire alarm devices at City Hall.

Director Merritt explained the Fire Alarm Control Panel and Alarm Devices have experienced an equipment failure. The existing fire alarm control panel and alarm devices are original equipment that was installed in 2004 when City Hall was built. Recently, we began receiving daily alarm notifications. The current vendor, Johnson Control was contacted to trouble shoot the issue.

Upon review of the fire alarm system, it was discovered that the fire alarm control panel is no longer working. The current equipment is no longer supported by the manufacturer. It is essentially discontinued and needs to be replaced.

A quote was provided by Johnson Controls to replace the control panel and replace the existing devices for a cost of \$16,800.15. The existing wiring is expected to be utilized. Approval of this request would result in a non-budgeted expenditure as the failures of the equipment was not expected.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked if the system currently has any functionality? City Manager Anderson replied that it does, however, the interface with the gear is touchpad which is unable to be cleared. Therefore, a trouble signal is received daily; the system is currently in bypass mode.

Mayor Genshaw then called for a motion. Councilman Santos made a motion to approve the proposal from Johnson Controls to replace the fire alarm control panel and fire alarm devices at City Hall in the amount of \$16,800.15 as a non-budgeted expenditure. Councilman King seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #7: Present for acceptance the annexation committee report for the property owned by Mr. Michael A. Reed & Mr. Robert F. Reed, Jr., for annexing TMP's 331-5.15-006.00 & 006.01; located on Ross Street.

The annexation committee consisting on Chairman Henderson, Councilman Holland and Councilman Santos met on February 10, 2021 to investigate the possibility of annexing certain lands into the City of Seaford limits. The annexation committee was appointed by Mayor Genshaw on January 26, 2021.

The annexation committee report was included in the packet for Council's review.

The committee members unanimously agree to proceed with the proposed annexation process for this property. The committee members further recommend that the property be zoned R-3; High Density Residential, in accordance with the City Zoning Ordinance upon annexation.

A public hearing will be held as part of the annexation process.

Councilman Henderson added that he felt this would be an asset to the City by moving this annexation forward. This would come at a lesser cost to the City because there are not agreements with other utility companies since is currently is not serviced.

Mayor Genshaw solicited any questions from Council; there were none.

Mayor Genshaw then called for a motion. Councilman MacCoy made a motion to accept the annexation committee report for the property owned by Mr. Michael A. Reed and Mr. Robert F. Reed, Jr., for annexing TMP's 331-5.15-006.00 & 006.01; located on Ross Street as presented. Councilman Santos seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #8: Bids – Generator Maintenance.

City Manager Anderson explained that this will be brought back to Council at a later date.

Mayor Genshaw presented New Business #9: Bids – Industrial Park Buffer Fence.

Director Bennett explained that there were four bids received with Nanticoke Fence, LLC being the low bidder in the amount of \$31,330.00. The bid asked for a price for option #1 for a second gate, which is not needed for this section of the fence. Included in this year's budget was \$28,000 for this project, however, the chipper bid came in \$2,144 under budget. Therefore, it leaves a balance of \$1,186 that would come out of reserves to pay for this project.

Mayor Genshaw solicited any questions from Council; there were none.

Mayor Genshaw then called for a motion. Councilman MacCoy made a motion to award the bid for the Industrial Park Buffer Fence to the firm of Nanticoke Fence, LLC in the amount of \$31,330 as presented. Councilman Holland seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;

Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #10: Present for approval a request from Director of Public Works, Berley Mears to set Clean-Up Week for May 10<sup>th</sup> – 14<sup>th</sup>.

Mayor Genshaw solicited any questions from Council; there were none.

Mayor Genshaw then called for a motion. Councilman King made a motion to approve the request of the Director of Public Works, Berley Mears to set Clean-Up Week 2021 for May 10<sup>th</sup> – 14<sup>th</sup> as presented. Councilman Holland seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #11: Present for approval potential road names for the Western Sussex Business Campus.

Director Newcomer reminded Council that we are currently going through the process with DeIDOT for the record plan submission and entrance permitting of the Western Sussex Business Campus (WSBC). It is currently at the point in the process, where road names need to be submitted and approved by Sussex County and submitted to DeIDOT on plans.

The following road names are being proposed:

- Opportunity Drive
- Commerce Run
- Enterprise Boulevard
- Unified Drive
- Prosperity Way

It was pointed out that there are more road names than what will actually be needed, because Sussex County may say one is ineligible. The hope is to not have to go back to the drawing board so that nothing will be held up.

Once approval of these street names is given, the process of addressing with Sussex County and formally submitting them on our plans to DelDOT will be completed.

Mayor Genshaw solicited any questions from Council; there were none.

Mayor Genshaw then called for a motion. Councilman Holland made a motion to approve the list of road names for the Western Sussex Business Campus as presented. Councilman MacCoy seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

**OLD BUSINESS:**

Mayor Genshaw presented Old Business #1: Present for approval a request from S & L Contractors Inc. to extend the Preliminary Site Plan approval for the R-3 High Density Residential portion of the Governors Grant Subdivision (SCTM# 531-10.00-379.00) for a period of two years; until March 31, 2023.

At the last meeting, this item was tabled and was requested to have the Building Official at the next meeting with the last approved plan and invite a representative from S&L Contractors to attend. Mr. Brent Rogers was present representing S&L Contractors.

Building Official Bailey explained that they applied to reactivate the project in 2019 at preliminary status. He added that the project originally had a final approval in 2008 that was extended to 2010; then allowed to expire.

Mayor Genshaw asked if this plan falls in line with our current R-3 code? Building Official Bailey replied that it does not; it complies with the previous code. They would need to make some changes to the plan or apply for variances.

City Manager Anderson stated that in conversations with the property owners, they are aware of the code changes and they are working with an interested buyer that is aware of the code changes. They understand that they will need to change their plan or apply for variances if desired to keep the same plan.

Mr. Rogers confirmed that the desire is to keep this preliminary plan approval if possible. He added that the potential buyer is aware of the change in the code.

Councilman Henderson made a motion to approve the request from S&L Contractors, Inc. to extend the Preliminary Site Plan approval for the R-3 High Density Residential portion of the Governors Grant Subdivision (SCTM #531-10.00-379.00) for a period of two years; until March 31, 2023 as presented keeping in mind the new code put into effect 2020. Councilman Santos seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted yes;  
Councilman Henderson voted yes;  
Councilman Holland voted yes;  
Councilman MacCoy voted yes;  
Councilman King voted yes.

The motion so passed.

**REMINDER OF MEETINGS & SETTING NEW MEETINGS:**

- Mearfield Homesite Walkthrough, February 25th start at 5:30 p.m.

**CITY OF SEAFORD**

**Municipal Election – April 17, 2021**

The City of Seaford Municipal Election will be held on Saturday, April 17, 2021 in the City Council Chambers, City Hall, 414 High Street, between the hours of 7:00 a.m. E.S.T. and 3:00 p.m. E.S.T.

Two (2) Council Members will be elected for a (3) year term.

**All candidates must have filed by 5:00 p.m., E.S.T., February 26, 2021. Registration can be completed at City Hall, 414 High Street, Seaford, DE. Registration hours are Monday through Friday, 8 a.m. until 5:00 p.m. or by appointment if you cannot register during these normal business hours.** Any candidate who withdraws his/her name must do so in writing. Any candidate who withdraws his/her name after 5:00 p.m., E.S.T., February 26, 2021 will still appear on the official ballot for election.

Anyone eighteen (18) years of age or older who is a bona fide resident and US Citizen to be eligible to vote **must have been registered at the Seaford City Hall by 5:00 p.m., E.S.T., March 26, 2021.** A nonresident property owner to be eligible to vote must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 17, 2020) and shall have one vote **provided he or she is registered on the "Books of**

**Registered Voters” maintained at the City Hall. Registration hours are Monday through Friday, 8 a.m. until 5 p.m. or by appointment if you cannot register during these normal business hours.**

**The City of Seaford has independent registration procedures for the Annual Municipal Election. To vote, you must meet the eligibility requirements and be registered on the “Books of Registered Voters” maintained at City Hall.**

A person shall be required to register only one time. You are urged to check your registration if you did not vote in the last municipal election. If you have moved out of the City after your original registration, you will need to check your registry to assure you are an eligible voter.

All voters will need to show proof of residency which may be a State of Delaware driver's license, a State of Delaware identification card, a federal or state tax return with address, a City of Seaford utility bill or real estate property tax bill, or other acceptable proof of residency or ownership.

**CANDIDATES FILED AS OF FEBRUARY 23, 2021:**

- Jeffrey Benson has filed for City Council
- Orlando Holland has filed for reelection to City Council
- James King has filed for reelection to City Council

**COMMITTEE REPORTS**

Councilman Santos reported on Administration.

**MEETINGS:**

- Made several inspections of progress at the OHP project.
- Attended the pre-bid meeting for the Utility Building expansion project.
- Met with Steve Cannon with Cannon pools and Spas regarding 2021 Seaford Community Swim Center pool opening.
- Met with Maria Heysel with the Seaford Museum to discuss a dedication agreement and parking lot improvements to the Museum.
- Attended the City Construction Coordination meeting.

**OTHER WORK:**

- Prepared the City Council agenda.
- Attended the DEMEC Board meeting.
- Attended the Dover Police Academy graduation and recruit swearing in.
- Attended former police Chief Bob Miller's viewing.
- Attended the accreditation ceremony for the Seaford PD in Dover.
- Attended the DEMEC Executive Session.

### **Information Technology Report:**

- Troubleshoot VDI issues and move virtual desktops to new storage.
- Meeting regarding storage server.
- Redid wiring and prep work at Utility Bldg. for the new phone system upgrade
- Install for SCADA – hard drive and Canary software. Added Hard drive to store files due to magnitude of size and growth
- Configured NAS drive for SPD backups
- Worked with telephone issues at WWTF
- Installed booster for septage receiving camera at WWTF.
- Attended ARC GIS meeting

### **Administration Report for Council –**

- Attend an Energy & Climate Forum.
- Working on FY 2022 Budget
- Continue contract negotiation with the police department Teamsters Local 326
  - Current contract expired 06/30/2020.
  - Working on pay proposal.
- Attend webinar for JustGrants application submission system
- Attend ICMA webinar – Budgeting in a Crisis
- Attend DEMEC board meeting.
- Advertise for Accounting Coordinator position
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman Henderson reported on Police & Fire.

### **Seaford Volunteer Fire Department, Inc.**

#### **President Patrick Gaskin reports:**

He has been in communication with the Director of Finance regarding the FY 2021-2022 budget process.

#### **Chief John Wilson reports:**

**Alarms to Date** (02/22/2021) (0900)

**Fire Calls:** 112 to date (02/22/21)

- 53 calls for February 2021
- 2.1 calls per day for year total

**EMS Calls:** 561 to date (02/22/21)

- 201 calls for February 2021
- 10.5 calls per day

**Total Calls:** 673 for 2021 • 12.6 calls per day

**Significant Calls:**

- 2/15/21: (Assist out of District), Working residential fire, Town of Blades

**Apparatus**

- All unit are in service.
- Member personal vehicle crash while responding to alarm at Front and High Street on 2/14/21. 1 Injury, all statements, testing, and reports have been submitted.
- Backing Incident at Station 87 with Ambulance A87 on 2/20/21. No Injuries and reports and statements have been submitted.

**EMS**

- COVID positive patient alerts are still coming in, not as much volume as previous weeks.
- Our ambulances are carrying EPI-pens now, we carry them in Adult and Child doses. This will provide all the required medicines that a basic life support unit can use and carry per state law.

**Training**

- Last Training: Wednesday, February 17, 2021, Forcible Entry Skills (15 members present)  
 We also went over the use and operation of new Fire Gear Washer/Extractor and Dryer.
- Next Training: Wednesday, March 3, 2021 at 1900, Survival Skills Training

**Events**

- All the SVFD, 1st place winner from Delaware Volunteer Firefighters poster and essay contest were submitted to Sussex County Firefighters Association for judging. We had entries from West Seaford Elem., Frederick Douglas Elem, And Sussex Montessori schools. Attached is a copy of the winners.

**Other News**

- 2/20/21: Laid to rest Past Fire Chief William “Pinky” Higgins with full firefighter honors with Salisbury Fire Department. Chief Higgins procession started in Salisbury, Md to Where his Interment was at Odd Fellows Cemetery in Seaford, Delaware. His contribution to the Seaford, State of Delaware were ahead of his time to better the 911 system of Delaware. He will be missed.



**Seaford Police Department**

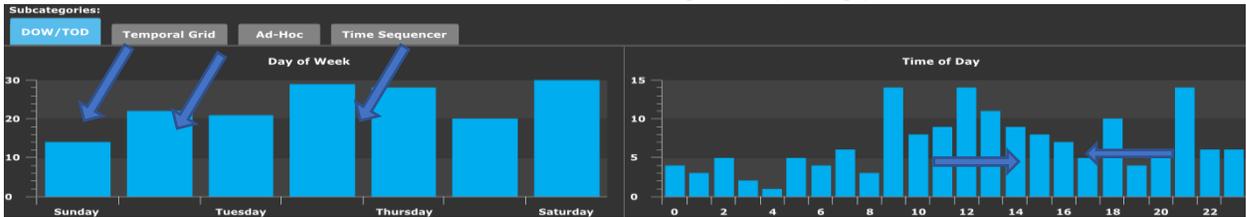
Police Activity during period of **Monday February 08, 2021 – February 21, 2021 as reported by Chief Marshall Craft, Jr.:**

| <b>INCIDENTS</b>        | <b>2022 YTD</b> | <b>2021 YTD</b> | <b>2020</b>    | <b>2019</b>   | <b>2018</b>  |
|-------------------------|-----------------|-----------------|----------------|---------------|--------------|
| All crimes              |                 | 710             | 5,803          | 6,619         | 4918         |
| Drug Crimes             |                 | 33              | 199            | 249           | 390          |
| Overdose                |                 | 4               | 26             | 25            | 23           |
| All Traffic (E-Tickets) |                 | 864/(237)       | 7,770/ (1,448) | 7,819 (1,782) | 6387 (3,617) |
| All DUI                 |                 | 8               | 44             | 42            | 52           |
| All Crashes             |                 | 77              | 533            | 584           | 533          |
| False Alarms            |                 | 61              | 426            | 494           | 333          |

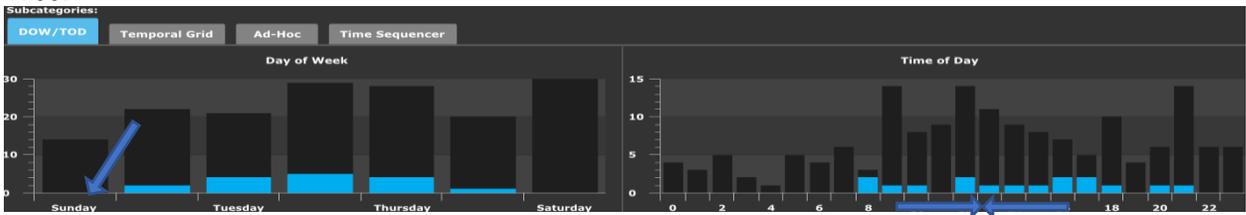
**Criminal**

- All complaints: **164** (defendants: **11** adult & **1** Juvenile)
  - Felony: **5**
  - Misdemeanor: **35**

- Violations: **2**
- Civil: **0**
- Other: **122**
- 88% Clearance Rate (overall)
- Wednesday, Thursday and Saturday from 0900-2300 hours (overall crime)
- The below chart shows data for overall crime during this reporting period:



**Additional Crime Data below:** There were a total of **16 complaints** consisting of Assault, Aggravated Assault, Rape, Theft, Weapon(s): (5 Felony & 11 Misdemeanors); Excludes Shoplifting: (75% clearance rate (12 cases cleared.) Most occurred on Thursday between 0800-1700.



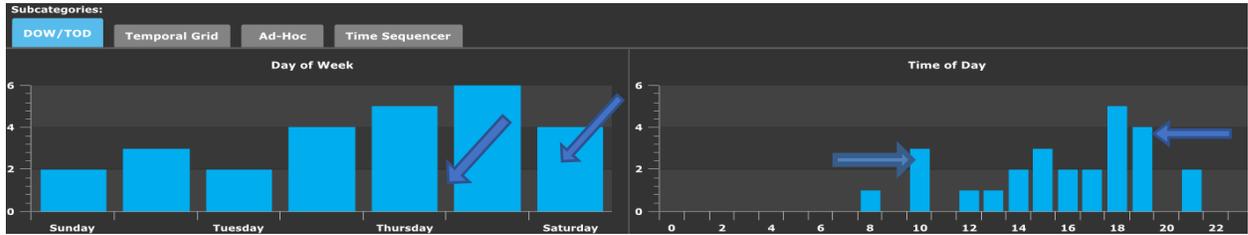
**Drug Complaints:**

- Drug Crimes: **3**
  - Adult Arrest: **3**
  - Juvenile Arrest: **0**
  - Pending Active: **0**
  - Prosecution declined: **0**
  - Unfounded: **0**
- Search Warrants(s): **0**
- Overdose: **0**

**Traffic**

- Citations: **207** traffic contacts resulting in **93** citations and **17** warnings
- DUI: **4** (2 accident-related DUI's)
- Crashes: **26**
  - Injury: **2**
  - Non-Injury: **24**
  - **Additional Information: Driver Inattention primary cause of accident)**
    - Hit & Run: **4**
    - Alcohol/drug related crash: **2**

- Thursday and Friday from 1000-1900 Hours (**See Crash chart below**)



### **Significant Events:**

- 02/08/21, SPD officer(s) responded to the El Torito restaurant regarding a domestic related aggravated assault with a knife. Investigation revealed Suspect Guillermo Vazquez-Gutierrez arrived at the business where his girlfriend works, threatened to kill her, assaulted and attempted to strangle her and then stabbed a second victim before fleeing from the business. The suspect was apprehended several days later in Georgetown and incarcerated on \$199,100.00 cash bail. Case #71-21-945.
- 02/10/21, SPD conducted a traffic stop on State St. Investigation revealed David Kelley was in possession of 'personal use' marijuana, was driving suspended and had an active copias. Defendant's was later arraigned and released. Case #71-21-1000
- 02/12/21, SPD investigated a crash on N. Market and Stein Hwy. Investigation revealed driver 2 (tractor trailer Tri-gas Oil) crossed the Blades bridge and merged onto N. Market, which is not the truck route. Driver 2 continued north bound and swung wide at the intersection with Stein Hwy before colliding with a vehicle that had entered into turn lane. Driver 1 cited for cell phone violation and driver 2 cited with truck route violation.
- 02/20/21, SPD responded to the IHOP for a reported criminal mischief to a vehicle. Investigation revealed an unknown suspect scratched the sides and hood of the victim's vehicle and busted the rear window. Case is pending inactive. #71-21-1234.

### **Training:**

- 02/18/21 - Attended Zoom Meeting with Delaware Chiefs regarding future 'Train -the-Trainer' opportunity through Georgetown University for ABLE- Active Bystandership for Law Enforcement Training. Requires significant commitment to department and agencies statewide - Chief

### **Admin:**

- Attended Director, Staff, Liaison and council meetings as scheduled - Chief
- 02/09/21 - Delaware Chiefs Meeting - Chief
- 02/17/21 - State Accreditation presentation (Delaware Police Accreditation Commission) in Dover - Chief, Staff Sgt. Sterner (Accreditation Manager), Vice Mayor Henderson and City manager Charles Anderson. Presentation conducted by the Cabinet Secretary for

Department Safety and Homeland Security Nathaniel McQueen and other DSHS staff members.

**Event:**

- SPD continues to support volunteerism by assisting the Nanticoke Senior Center with meal deliveries to our homebound community members on Mondays, Wednesdays and Fridays.
- 2/11/21 - SPD Administrative Staff attended funeral services for Retired Chief Charles Robert Miller
- 2/12/21 - Attended Academy Graduation for Recruit Joan Clair Nanola - Chief, D.C., Vice Mayor/SPD Liaison Dan Henderson and City Manager Charles Anderson
- 2/15/21 - Swearing In Ceremony for Patrolman Joan Clair Nanola / Promotional Ceremony for newly promoted Lieutenant Christopher Miller and Detective Sergeant Ashley 'Matt' Mills at SPD - SPD Staff, Mayor Genshaw, Vice Mayor Henderson, City Manager Charles Anderson, Director Newcomer and Director Bennett
- 2/16/21 - Second round applicant testing - SPD Staff
- 2/20/21 - SPD and DSP Participated in driveby procession for 100<sup>th</sup> birthday celebration and longest living married couple in Delaware (Mrs. Elsa Lundbald -100 yoa and her husband Harry.)
- 2/20/21 - SPD Participated in the funeral procession and services for Pinky Higgins (previous Chief of Seaford and Salisbury Fire Departments and SPD Lieutenant.)

**2021 Additional Initiatives:**

- **Guardian Alliance Technologies (Implemented 02/16/21)**
  - Web based software platform for background investigations including Prescreening, Investigation, Approval/disqualification and social media screening to identify extremism and other concerns
- **Training (Pending grant approval in March 2021)**
  - Basic and Advanced Internal Affairs Investigations training - Daigel Law group
  - Vehicle Involved Arrests - street level drug investigations
  - ABLE (Active Bystandership for law Enforcement) - Georgetown University
  - Other (Crises Intervention, De-escalation and various types of Scenario based training)

Councilman Holland reported on Code, Parks and Recreation.

Code Department Report

- Issuing permits (95 Issued in 2021)
- Rental Licenses (1,154 Issued, 1,679 Total Units)
- Rental inspections being scheduled.
- Invoices mailed for remaining rental licenses.
- Doing routine inspections for on-going projects

- Doing violation inspections throughout City
- Performing plan reviews for new permits

Large project status's

- Wawa – Sitework to start in March.
- Melanies Ridge –Plans submitted for first 2 buildings
- Mearfield 2 –Second duplex complete.
- East Park Business Center – First building close to complete.
- Montessori School – Getting ready to submit building plans for phase 2

Parks & Recreation

- **Accomplished week of 2/8**

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| Parks – Cleared debris from Hooper's Landing & replaced 4 broken fence rails   |
| Parks – Prepared for winter storms – picked up & delivered salt to Waste Water & Police departments  |
| Parks – Continued sanding & painting picnic tables, dropped 3 refurbished tables off at Riverview Park                                     |
| Parks. – Trimmed trees along Nylon Blvd & cut saplings down under the solar panels   |
| Parks&Rec. – Met with Tim Conaway in Gateway Park regarding removal & replacement of irrigation for the upcoming TAP project               |
| Parks&Rec. – Continued working on FY22 Budget & CIP  |
| Parks&Rec. – Sent out 3 special event permits for softball tournaments *Reviewed 2 old permits to update and send for approval for 2021    |
| Parks&Rec. – Had 2 missionaries complete 5 hours of volunteering for our department (picking up trash in Williams Pond & Soroptimist Park) |

- **Accomplished week of 2/15**

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| Parks – Began servicing mowers & tractor for the Spring season (replaced filters, changed oil, etc.) |
| Parks – Michaelina received her Class B CDL permit – will take the driving test over the next month  |

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| Parks – Completed some building maintenance at the pool (set a squirrel trap – caused minor damage)                        |
| Parks. – Installed additional lights on John Deere Tractor (brighter 4 ways)   |
| Parks&Rec. – Reviewed part-time job description for Parks Dept. to advertise in early March                                |
| Parks&Rec. – Met with Delaware Forest Service regarding a grant for tree pruning in Williams Pond                          |
| Parks&Rec. – Began advertising for Spring Soccer League – updated and made online registration live                        |
| Parks&Rec. – Completed bid for Sidewalk Extension at the Sports Complex – fencing bid will be completed by early next week |

Councilman MacCoy reported on Electric.

**Since the last report**

**Crew**

Started working on the underground primary and secondary conduit in Belle Ayre multi-family section.

Took down the Christmas Lights on High St.

Had a safety meeting about chipper and chainsaw safety.

Had an outage Saturday Feb 13 due to ice and wind, about 10 customers for about 2 hours.

Had an outage Sunday Feb 14 due to ice and wind, about 15 customers out for an hour.

Took down the old substation structure by the Power Plant, we are going to use the beams to stack pad mount transformers on while the addition is being built.

Did the monthly substation checks.

Greg & Ed worked on the estimates for 170 Dulaney ST.

Blake worked on setting up the canary software graphs & dashboard.

**Director**

Had a director's meeting.

Worked on FY 22 budget and CIP.

Had my council liaison meeting.

Worked on the annual employee evaluations.

Had a staff meeting.

Worked with Tracy to get a bid package out for an electrician for the Martin Farms project.

Gave Tyler Sewell his 30-day evaluation.

Had the pre-bid meeting for the building expansion.

Had a meeting with the contractor about the primary conduit for East Park Business Center.

Had zoom meeting with Berley about Lakeshore Motors.

Ed & I marked up the prints for Lakeshore Motors and sent them back to their architect.

Had a zoom meeting about ArcGIS storage and usage.

Had the monthly construction coordination meeting.  
Had bid opening for the barrier fence in the Industrial Park.

**Upcoming Weeks.**

Continue working in Mearfield 1 phase 2B so they can continue building  
Continue working in Belle Ayre multifamily.  
Pull the wire and set the transformer at the AUI building.  
Continue changing the lights on Sussex Highway to LED.  
Finish trimming trees in Williams Pond Park.  
Work with the school on the lights in front of Central Elementary school.

Councilman King reported on Public Works & WWTF.

**Past two weeks:**

**Public Works:**

- Replaced water service on Magnolia.
- Worked on alley maintenance
- Brining for snow and ice storms
- Repaired water service leak on Harrington
- Trying to maintain services the best we can
- Repaired/replaced some water meters
- We now have one open position. I have two out on medical.
- Held multiply meetings in person, zoom, and by conference call
- Performed all routine tasks; swept, L & L, big piles, read meters, re-reads, disconnects, hung pink tags, collected State water samples, supplied barricades for various events, etc.

**WWTF & COMPOST**

- Everything still pretty smooth with the additional County flow.
- Plant performance remains good
- We HAVE compost to sell by appointment
- Leachate treatment going well
- Septage is up.
- No major equipment maintenance needed.

**Upcoming two weeks:**

**Public Works**

- New water service on Phillips
- New service on State St.
- Replace water service on Shipley.
- Install new services to lots on E. Poplar
- Pull and rebuild Manor House lift station pump
- Pull and rebuild Retirement Living lift station pump

- Repair cleanouts on smoke testing list.
- Replace fire hydrants (ongoing.)
- Budget, CIP, projects
- Continue all routine tasks.

**WWTF & COMPOST**

- Keep the plant up and running with no violations
- Perform maintenance as needed
- Screen for compost

Mayor Genshaw called for a motion to adjourn the Regular Council. Councilman King made a motion to adjourn the Regular Council Meeting. Councilman MacCoy seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 8:34 p.m.

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Charles D. Anderson, City Manager

/tnt