

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

January 10, 2017

7:00 PM

Mayor David Genshaw called the Regular Meeting to order with the following present: Councilwoman Leanne Phillips-Lowe, Councilwoman Grace Peterson, Councilman Orlando Holland, Councilman William Mulvaney and Councilman Dan Henderson. Josh Littleton, Building Official, Trisha Newcomer, ED/IT Manager, Bill Bennett, Supt. of Electric, Charles Anderson, Assistant City Manager, Berley Mears, Director of Public Works, and Dolores Slatcher, City Manager were also present.

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

Mayor Genshaw solicited any changes to the agenda. City Manager Slatcher stated there were none.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of December 13, 2016. Councilwoman Peterson made a motion to approve the minutes from the December 13, 2016 Council Meeting. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

**CORRESPONDENCE**

There was none.

Mayor Genshaw then recognized the Holiday Decorating Contest winners for the City of Seaford 2016 Decorations. First place was awarded to Albert Miranda from 316 Plantation Drive, second place was awarded to David Fees from 514 N Willey Street and third place was awarded to Scott Pickinpaugh from 510 Elm Drive. He thanked everyone for participating and added that it was great to see all of the lights and decorations up around the City.

Mayor Genshaw presented New Business #1, Present demolition bids for City of Seaford property at 60 N Pine Street. City Manager Slatcher stated that there were three bids received for the demolition of 60 N. Pine Street with John Macklin and Sons, Inc. being the low bidder in the amount of \$108,000 for the base bid, alternate #1 was \$13.50 which is for the fill and alternate #2 was \$10.50 which is for any additional cubic blocks that would have to be removed. She added that the block building will be removed along with some underground storage tanks and then some fill will be put back and the site will be leveled for the new substation to be constructed. It was added that the higher price is because of the asbestos that has to be removed from the building prior to the demolition. The recommendation is to award the bid to John Macklin & Sons along with alternate #1 and #2.

Mayor Genshaw asked for questions from Council. Councilman Henderson asked what the engineers estimate was. City Manager Slatcher stated that there was not one done; it was

budgeted for \$40,000 because the asbestos removal was not considered. She added that it will be paid for by DEMEC as part of the substation project. Councilman Mulvaney asked if it was ever determined what the size of the underground tanks were. Assistant City Manager Anderson stated that there were estimates done and it was assumed that each one was 1,000 gallons.

With no other questions; Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to award the demolition of structures and site work at 60 N Pine Street to John Macklin & Sons in the amount of one hundred eight thousand dollars, alternate #1 in the amount of \$13.00 for additional cu yards of fill work if needed and alternate #2 in the amount of \$10.50 for disposal of additional yards of concrete and block if needed. The invoices for this contract will be paid by DEMEC. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #2, Present the request from George, Miles & Buhr to extend their lease agreement for 400 High Street owned by the City of Seaford. City Manager Slatcher stated that GMB is again asking for a one year extension of their lease. She added that they have been leasing from us since 2000. The first year extension would be from 4/1/17 to 3/31/18 in the amount of \$41,580, the renewal options would be 4/1/18 to 3/31/19 in the amount of \$42,360 and 4/1/19 to 3/13/19 in the amount of \$43,140.00.

Mayor Genshaw asked for questions from Council; there were none.

Mayor Genshaw then called for a motion. Councilman Holland made a motion to approve extending the lease of office space to George, Miles & Buhr for the first year being 4/1/17-3/31/18 in the amount of \$41,580; with a renewal option for 4/1/18-3/31/19 in the amount of \$42,360; and a renewal option for 4/1/19-3/31/20 in the amount of \$43,140.00. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #3, Present the letter of agreement from George, Miles & Buhr for professional engineering services for design of the sanitary sewer extension Sussex Highway 2017 and open discussions for other options. City Manager Slatcher stated that there may be some changes that occur. There are easements that are in the process which may require alternatives, however staff would like to get this approved to move the process along. The cost could be less if the sewer system is shortened up.

Mayor Genshaw solicited any questions or comments from Council. Councilman Henderson asked about the schedule of fees and if that is a worst case scenario. City Manager Slatcher stated that was correct based on the option that was chosen to do which includes doing all of the field work, survey work and design to get the project ready to bid. This is just an estimate and there may be additional costs that can come along. If the scope of the project is reduced then the project cost could go down depending on type of sewer extension.

Mayor Genshaw called for a motion. Councilwoman Peterson made a motion to approve the Sanitary Sewer Extension on Sussex Highway in 2017 per the agreement in the estimated amount of \$35,838 and give the City Manager and staff the authority to work with engineering in altering

any options pending obtaining the necessary construction and permanent easements across private properties. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #4, Present from Belle Ayre Investments, LLC their request to extend the subdivision of Belle Ayre single family section only for two years. City Manager Slatcher stated that this request is because the extension is sun setting. They would like to have a two year extension to this. They do have in place the Sussex Conservation District extension letter dated January 20, 2016, extending it for three years, expiring on March 27, 2019 and a copy of the Wastewater Construction Permit Extension dated January 16, 2016, extending it for two years, expiring on April 8, 2018.

Mayor Genshaw solicited any questions or comments from Council. Councilman Henderson asked what would happen in the months between April 8, 2018 and January, 2019. City Manager Slatcher stated that they would have to request another extension and if they are not in place then the project would not be able to move forward; the approvals have to be in place in order to build.

Mayor Genshaw then called for a motion. Councilwoman Phillips-Lowe made a motion to approve the subdivision of Belle Ayre single family section only for two years beginning January 15, 2017 and expires on January 14, 2019. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #5, Present a partial non-budgeted expense for the clean-up of the Leaf and Limb area. Berley Mears, Director of Public Works came forward showing a picture of the leaf and limb area that he was discussing. Due to a local contractor selling his business that was used in the past, Mr. Mears had to reach out to get quotes for the work to be done. He was finally able to get one quote from Eastern Shore Forest Products in the amount of \$24,900. This amount is \$10,000 more than what was budgeted for this work to be done based off of past pricing. The City does get beneficial reuse out of these chips at the compost site and will use these to offset some future woodchip purchases.

Mayor Genshaw solicited questions or comments from Council. Councilman Henderson asked what would happen with the bags that are in the area. Mr. Mears stated that at this time nothing will happen with them. The goal is to move them more up the hill to make more room.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to approve the quote from Eastern Shore Forrest Products in the amount of \$24,900. FY17 has a budget of \$14,900. Therefore per the recommendation of staff authorize \$10,000 from the Street Reserves for this work. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #6, Delaware Teen Challenge request for consideration of having storage trailers behind their property. City Manager Slatcher stated that Teen Challenge is asking for relief to have their storage trailers behind their new location. They relocated from Middleford Road to Sussex Highway. They went before the Board of Adjustments and the Board

decided to table it due to it being a land use. Council specifically put in place an ordinance that prohibited trailers from being on site without the ninety day approvals that we do or one hundred twenty days for temporary storage. Due to the request being a permanent storage year round, the Board of Adjustments said that it should go to Council to make that decision.

Pastor Bob Carey from Delaware Teen Challenge came forward stating that when the business was located on Middleford Road they had four tractor trailers that they used daily and they also lease a warehouse building by Invista. The inventory is sorted at the warehouse and then moved over to the trailers by the store to be moved inside the store. Pastor Carey said that these trailers are heated and locked up and they are willing to spray paint all of them the same color as the building.

Mayor Genshaw solicited questions or comments from Council. Councilwoman Phillips-Lowe asked if there was any consideration of building something more permanent. Pastor Carey stated that Rusty Dukes who is on their Board of Directors has suggested an extension for the trailers and then report back to Council about their plans of potentially a pole building or something along those lines. Councilwoman Phillips-Lowe asked if there was a time frame for this type of project. Pastor Carey stated that there was not.

Mayor Genshaw stated that this rule has been in place for some time now for a purpose. He also expressed some concern that if this is granted and the Ayers property sells and develops and the new property owner approaches the City about it then it would need to be revisited. It also opens up that if this is done for Teen Challenge then we would have to do it for other people as well.

Councilman Henderson stated that as a legal standpoint that the trailers could be tagged and park them legally which would make them not storage trailers.

Councilwoman Phillips-Lowe asked Pastor Carey if an extension was granted for 120 days would that be enough time to allow them to do what they need to do. Pastor Carey stated that he felt that was not enough time. He added that if a 240 day extension was granted then after the 240 days the trailers would be gone or the new structure will be built.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to grant Delaware Teen Challenge a 240 day extension for the use of four trailers with no renewal after the 240 days. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #7, present the departmental goals prepared for use with the general employees pay plan. Asst. City Manager Anderson came forward stating that this is part of the process of the compensation study. There were several meetings held with staff to develop core values and some goals. Staff came up with five areas that they wanted to work towards which included safety– providing a safe work environment and community is of paramount importance to the citizens, leadership and employees of the City, service – we will put forth every effort to ensure our customers are receiving quality services, teamwork – The City of Seaford is a team oriented workforce at all levels, working collectively and collaboratively to provide a satisfying customer experience, communication – as an organization we will provide open and honest

communications at all times and character – we will serve with integrity and interact with our coworkers, residents and visitors giving them our respect, dignity and being fair at all times. Our actions and our efforts will be reflective of the mission and goals of the City. After these were established, supervisors met with their employees and received some good feedback for some objectives which are listed for each department. Asst. City Manager Anderson stated that if these are adopted and acceptable to Council then these would be incorporated into our evaluation process.

Mayor Genshaw solicited questions or comments from Council. Councilwoman Phillips-Lowe commended everyone for their work on this and thanked them for their time that they put into it. Councilman Henderson asked what was the next step?; once approved how does this get implemented? Assistant City Manager Anderson stated that the evaluation process is going to be changed. The employees will be given the document to rate themselves and then their supervisor will look at them once completed.

Mayor Genshaw called for a motion. Councilman Holland made a motion to approve the Departmental Goals as presented to be used as part of the employee evaluation system in conjunction with job descriptions. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #8, Present the Department of Justice, Office of the Attorney General, Attorney General Opinion No. 16-1B27 in reference to FOIA Petitions Concerning the City of Seaford dated May 25, 2016, June 6, 2016 and November 27, 2016. City Manager Slatcher stated that this is the Attorney General's decision No. 16-1B27 dated December 22, 2016. The letter is addressed to Mr. Frank Dan Cannon and is in reference to FOIA petitions concerning the City of Seaford dated May 25, 2016, June 6, 2016, July 7, 2016 and November 27, 2016. The letter states that throughout the last several months, they have received four petitions from him requesting determination, pursuant to the Freedom of Information Act, of whether the Council of the City of Seaford violated FOIA. All four of the petitions were addressed in this letter and they also invited the Council to submit a written response to each of the petitions submitted. The Attorney General's Office received Council's timely responses and have reviewed them along with Mr. Cannon's correspondence.

City Manager Slatcher gave details of the petitions that were addressed of which the entire Attorney's General's report is attached and made a part of these minutes.

In conclusion, the Attorney General's Office determined that the Council violated FOIA by failing to provide timely notice of its April 4<sup>th</sup> meeting, as alleged in the May petition. Additionally, because the EC and EDC are public bodies, it is their determination that they violated FOIA by failing to adhere to FOIA's open meeting provisions, as alleged in the June petition. However, for the reasons set forth above, it is their determination that no remediation is warranted for either violation.

Because Mr. Cannon failed to make a prima facie showing that the Council met privately between May 14, 2016 and June 17, 2016, they determined that the Council did not violate FOIA as alleged in the July petition.

Finally, because FOIA does not require that the EC to post its meeting minutes online, and because you have failed to make a prima facie showing that the Council met privately in advance of the August 3, 2016 meeting, they determined that the Council did not violate FOIA as alleged in the November petition.

Mayor Genshaw presented New Business #9, Present the Office of State Planning Coordination PLUS review 2016-11-03, Seaford Comprehensive Plan Amendment. City Manager Slatcher that two items have changed and we have to amend our Comprehensive Plan. Assistant City Manager Anderson pointed out the areas that were referenced. The first area was on Middleford Road in the area of Popeye's and Dairy Queen. Another commercial area was added that was consistent with the plan along the Route 13 corridor.

City Manager Slatcher added that looking at the Department of Transportation comments they pointed out that the City of Seaford has an R-4 Residential zone. This was added for areas that medical facilities are allowed in a residential area such as the Hospital, Manor House and Mears Campus. The R-4 was created specific for the medical community to allow those to happen. The Department of Transportation is not used to this zoning class; they see them as commercial zones. The comments that were given back to us are items that we do not have to change. In 2018, the Comprehensive Plan has to be updated so these comments can be looked at during that time.

Mayor Genshaw solicited questions or comments from Council.

Mayor Genshaw called for a motion. Councilwoman Peterson made a motion to adopt the Comprehensive Plan Amendment reflecting changes in the map as presented and reviewed by the Office of State Planning with comments. Councilman Henderson seconded the motion; motion so passed with all present voting in favor. Mayor Genshaw then called for a Roll Call Vote:

Councilman Henderson voted yes;  
Councilwoman Phillips-Lowe voted yes;  
Councilwoman Peterson voted yes;  
Councilman Mulvaney voted yes;  
Councilman Holland voted yes.

Mayor Genshaw presented New Business #10, Letter from Frankford Town Council in reference to Title 7 Section 6075 regarding well permits. City Manager Slatcher stated that the Town of Frankford had an issue where one of their large commercial customers was issued a well permit and were taken off the Town of Frankford water system. The Town of Frankford has put out a letter making all of the municipalities aware of the issue. The first issue identified is that DNREC "shall" issue a non-potable well permit to an applicant, regardless of the available water supply provided by the local government. Second, DNREC questioned the validity and authority of ordinances requiring town approval of any well. For example, DNREC stated that they would still have to issue

the permit regardless of any such ordinance. In this case, the Town of Frankford suffered a 33% reduction in their revenue. They are asking the municipalities to contact their State Representative and Senator explaining this situation to them.

Mayor Genshaw solicited questions or comments from Council. Councilman Henderson asked if the letter was going to be written together or individually. City Manager Slatcher stated that a letter would be drafted if approved tonight. It can be signed anyway that the Council would like; by every member or just the Mayor. Councilman Henderson added that he feels that all of Council should sign the letter.

Mayor Genshaw called for a motion. Councilman Henderson made a motion to contact our legislators to encourage them to require DNREC to obtain the municipal input for any water well permits being issued inside the Corporate limits of the City of Seaford and its Certificate of Public Convenience and Necessity and Seaford supports the efforts of all municipalities to retain the right to serve public water in lieu of private wells when and where public water is available. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

## **OLD BUSINESS**

Mayor Genshaw presented Old Business #1, Case No. S-24-16: Liborio Watergate, LLC, property owners of the undeveloped acreage on Bridgeville Hwy, to be known as "Melanie's Ridge" identified as Tax Map and Parcel 331-5.00- 11.00 and the undeveloped acreage on Bridgeville Hwy, which was formerly known as "Lawrence", Tax Map and Parcel 331-5.0-11.01 is seeking a subdivision for the realignment of the property lines for the purpose of creating four parcels. Decision tabled from December 13, 2016 Council meeting. Building Official Josh Littleton came forward and presented the Findings of Facts.

### **Findings of Facts:**

- Melanie's Ridge
- Property Owners: Liborio Watergate, LLC
- Subdivision Case #S-24-16
- Tax Map & Parcel 331-5.00-11.00 & 11.01
- Property is located on Bridgeville Highway
- Property Line reconfiguration due to additional lands being added to project.
- Reallocating 61.9 +/- acre lands to create:
  - Parcel 1: 54.7 +/- acres
  - Parcel 2: 3.7 +/- acres
  - Parcel 3: 1.6 +/- acres
  - Parcel 4 (Future City ROW): 1.6 +/- acres
- These parcels will comply with the area and bulk requirements of the zoning districts.
- Staff recommends approval be conditioned upon receipt of DELDOT Letter of "No Objection to Record"
- Planning and Zoning made a favorable recommendation to Council.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to approve the subdivision for the realignment of the property lines for the purpose of creating four parcels for Liborio Watergate, LLC; Tax Map and Parcels 331-5.00-11.00 and 331-5.00-11.01 as presented. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a Roll Call Vote:

Councilman Henderson voted yes based on findings of the facts;  
Councilwoman Phillips-Lowe voted yes based on findings of the facts;  
Councilwoman Peterson voted yes based on findings of the facts;  
Councilman Mulvaney voted yes based on findings of the facts;  
Councilman Holland voted yes based on findings of the facts.

Mayor Genshaw presented Old Business #2, Case No. R-25-16: Liborio Watergate, LLC property owners of Tax Map and Parcel(s) 331-5.00-11.00 & 11.01, undeveloped lands on Bridgeville Highway, is seeking a rezoning to adjust the R-3 High Density Residential District and the C-2 Highway Commercial District to match the new parcels. Decision tabled from December 13, 2016 Council meeting. Building Official Littleton presented the Findings of Facts:

Findings of Facts:

- Melanie's Ridge
- Property Owners: Liborio Watergate, LLC
- Rezoning Case #R-25-16
- Property is located on Bridgeville Highway
- Request is to adjust the zoning lines to follow the proposed lot configuration.
  - R-3 High Density Residential
  - C-2 Highway Commercial
- These parcels will comply with the area and bulk requirements of the zoning districts.
- This change in the zoning lines will result in a modification of the City's Comprehensive Land Use Plan.
  - Revised plan was reviewed by the Office of State Planning Coordination, Preliminary Land Use Service (PLUS) on 11/16/16.
  - Final approval letter, with minor comments, has been received from PLUS.
- Planning and Zoning made a favorable recommendation to Council.

Mayor Genshaw called for a motion. Councilman Holland made a motion to rezone Tax Map and Parcel 331-5.00-11.00 & 11.01 by adjusting the R-3 High Density Residential District and the C-2 Highway Commercial District to match the new parcels for Liborio Watergate, LLC as presented. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a Roll Call Vote:

Councilman Henderson voted yes based on findings of the facts;  
Councilwoman Phillips-Lowe voted yes based on findings of the facts;  
Councilwoman Peterson voted yes based on findings of the facts;

Councilman Mulvaney voted yes based on findings of the facts;  
Councilman Holland voted yes based on findings of the facts.

Mayor Genshaw presented Old Business #3, Liborio Watergate, LLC, properties owners of Tax Map and Parcel(s) 331-5.00-11.00 & 11.01, undeveloped lands on Bridgeville Highway is seeking a preliminary site plan review and approval for the development of 10,000± square feet of commercial frontage on Bridgeville Hwy. and a two hundred eighty-eight (288) unit apartment complex to the rear. Building Official Littleton presented the Findings of Facts:

Findings of Facts:

Preliminary Site Plan Review

Melanie's Ridge

- C-2 Highway Commercial, &
- R-3 High Density Residential
- Lands are partially within the Wellhead Protection Zone.
- Parcel 2 Commercial Land along Bridgeville Hwy would include a +/-10,000 sf commercial use building, with 76 parking spaces.
- Parcel 3 Commercial Land does not include any proposed use at this time.
- Residential land will include a 288 unit apartment complex, with +/- 662 parking spaces.
- Mixture of Private & City maintained streets,
- Clubhouse, Playground & Swimming pool, dumpster enclosures.
- Storage Facilities for the residents.
- Utility Improvements include:
  - Extension of Municipal Water, Sanitary Sewer & Electric Systems.
- Private Stormwater Management System installation throughout, with outfall to Herring Run Branch.
- Proposed Street names throughout Complex which have been reserved by Sussex County:
  - Melanie's Ridge, Wheatfields Road, Sophia Drive, Tina's Way, Susan's Way, Lawrence Crossing
- State agency approvals will be required from:
  - State Fire Marshal
  - Sussex Conservation District
  - DNREC – Sanitary Sewer System expansion
  - Office of Drinking Water – Municipal Water system expansion
  - DelDot – Entrance
- The project will comply with the area and bulk requirements of both districts.
- Planning and Zoning made a favorable recommendation to Council.

Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made a motion to approve the preliminary site plan review for the development of 10,000 +/- square feet of commercial frontage on Bridgeville Highway and a two hundred eighty-eight unit apartment complex to the rear for Liborio Watergate, LLC as presented. Councilman Henderson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented Old Business #4, Reminder of Special Annexation Election for the Bierman, LLC Lands on Wednesday, January 18, 2017, City Hall, from 7 a.m. until 3 p.m.

### **REMINDER OF MEETINGS & SETTING NEW MEETINGS**

- Delaware League of Local Governments, dinner, Duncan Center, Dover, January 26, 2017 at 6 p.m.

#### Municipal Election – April 15, 2017

The City of Seaford Municipal Election will be held on Saturday, April 15, 2017 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 24, 2017. 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 24, 2017 will still appear on the official ballot for election.

Anyone eighteen (18) years of age or older who is a bona fide resident to be eligible to vote must have been registered at the Seaford City Hall by 5:00 p.m., E.S.T., March 24, 2017. 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 15, 2016) 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.

**City Manager Slatcher reported that to date Councilman Dan Henderson and Councilman H. William Mulvaney, III are the only ones who have filed for the Council positions up for election.**

### **COMMITTEE REPORTS**

Councilwoman Phillips-Lowe reported there was not a report received from the Seaford Volunteer Fire Department. In the police department, in December C Squad recovered

3,352 bags of heroin, 5 grams crack cocaine, 5.4 grams of marijuana along with 2 Glock semi-auto 9mm handguns. Subject was arrested in the Arch Street area and committed to the Department of Corrections. On December 20, 2016 CID along with the STAR Team and uniformed officers executed a search warrant in the 200 block of East King St. One subject was arrested and committed to the Department of Corrections. Recovered were heroin, crack cocaine, marijuana packaged for sale, and one .22 caliber revolver. On December 22, 2016 Probation and Parole along with CID conducted an administrative search of a residence in east Seaford. As a result of the administrative search, marijuana was found by Probation and Parole. CID then obtained a search warrant for the residence, and the following were recovered: 5,880 fat bags of heroin (39,200 regular bags), 5.9 grams of cocaine, 3 grams of crack cocaine, and 15.6 grams of marijuana. One subject was committed to the Department of Corrections; one subject was released on bond. On December 27, 2016 officers of C Squad stopped a subject on Market Street due to an unrelated complaint. As a result of the stop, officers recovered 100 bags of heroin, 9 grams of marijuana. The subject was released on \$3,000 unsecured bond. 911 Calls for December 2016: 911 Calls: 804, Cell Calls: 528, Admin Calls: 2,448, VOIP: 70. Calls for Service December 2016: Police: 1,088, Fire: 43, EMS: 283. On January 5, 2017 S/Cpl. Eric Chambers and PFC Tyler Justice, who are members of the Seaford Police Department Honor Guard, attended the funeral of Pennsylvania State Police Officer Landon Weaver in Altoona, Penn who was shot and killed in the line of duty on December 30, 2016. They traveled with the DSP contingent under the direction of Captain Jason Sapp.

Councilman Mulvaney reported that in WWTF, the plant performance and leachate treatment continues to be reported as good with no major maintenance issues. Installation of the new blower VFD is being finalized and a preliminary engineering discussion was held regarding future plant upgrades.

Public Works has been busy with the end of the year leaf machine work and one final sweep with the machine is planned after the snow melts. On the Route 13 water main project a wet tap has been installed in front of the Dollar Tree and work with the bore contractor continued with actual work beginning this week as the equipment is in place and some pipes already connected for the installation.

The East Ivy replacement is nearly complete as approximately 19 removed trees were transferred to the leaf and limb area for disposal and all storm water pipes have been installed. All that remains is some minor patch work at E. Ivy and Arbutus Ave.

Other projects noted include assisting the golf course with removal of a large brush pile near the maintenance building, repaired the Dulaney Well soda ash feed panel to get it back online, repaired several residential service lines, completed quarterly clearing of key sewer mains and beginning Saturday the 7<sup>th</sup> plowed snow.

Councilwoman Peterson reported Building Official Josh Littleton reported he attended a meeting for Planning and Zoning, Staff, Board of Adjustment, and with Melanie's Ridge

Engineer. Josh completed the building and site plan reviews. Also, he continues to work on Zoning Ordinance revisions and Smith's Cafe Restaurant Fit-out on Sussex Hwy. is complete. The former restaurant of Dillard's and Plaza Tapatia renovation is 85% complete. The Take-out Restaurant Fit-out at 117 High Street is 80% complete.

Parks and Recreation Superintendent Katie Hickey reported that the Parks Department removed Christmas decorations at City Hall, repaired holes at Riverwalk and removed snow from multiple sidewalks. In Recreation, this is the 4th week of youth wrestling and practices for youth basketball are at Seaford Middle and Fred Douglass schools.

Councilman Henderson reported that Electrical Engineer Rick Garner coordinated and reviewed SCADA upgrade project drawings. Rick continued preparations for his year-end reports. He attended general meetings including the Solar Array Project and Pine Street Substation Expansion and Electrical Improvements progress meetings. Rick was in attendance during the final inspection for the Solar Array project. He informs us the solar array is producing power with some additional optimization to be performed.

Superintendent Bill Bennett reports that personnel are engaged in the following construction activities: crews worked at Residence at Riverplace where they installed meters at all units and temporary power has been provided to all 36 units. The fiber optic cable for the solar array was installed. Crews worked at Meadowbridge on the old South building. Monthly substation checks were performed. Power was disconnected and reconnected to the Manor House for their breaker maintenance. Crews continued working on Circuit 330. The breaker was set in place, and AC power was connected for the heaters and light. They also connected the buss work inside the substation.

Maintenance activities included:

The Christmas lights with the exception of those on High Street were removed. The High Street lights will remain in place until the end of this month.

A vehicle cut off a utility pole at Harrington Street and Woodland Road with a GOABS (Gang Operated Air Break Switch) on it, however Circuit 140 did not lose power during this event. In addition to the pole the GOABS was damaged. A new pole is scheduled to be relocated upon receipt of the required repair parts for GOABS.

A street light was knocked down during the recent snow event at the Northwest corner of Market Street and Stein Highway. The base was damaged, but the post itself is intact. Parts have been ordered. The post will be reinstalled upon receipt of the repair parts.

Significant Meetings:

Bill attended Solar Array Project and Pine Street Substation Expansion and Electrical Improvements progress meetings.

He met with a fiber optic project representative about pole attachments for three of their projects.

Bill was present during the bid opening for the Pine Street Substation transformers at DEMEC's office in Smyrna.

Bill met with representatives regarding the Melanie's Ridge development on Bridgeville Highway.

Congratulations to the entire Electric Department!

In 2016 the electric department worked 19,437.7 hours with no lost time injuries on the job. This marks 2 consecutive years without a lost time injury. Thanks to all department personnel for their commitment to workplace safety.

No power outages were reported during the period.

Councilman Holland reported project updates: City has State purchase order for Preliminary Engineering Report to be prepared by George, Miles & Buhr and agreement was signed and returned 1-05-17. Demolition bids were presented for award so Pine Street Substation Expansion site is cleared for construction. Meetings included DSA dinner, Soil Conservation District and Engineers for stormwater development as part of the Pine Street Substation project, Board of Adjustment meeting, SCAT dinner meeting and steering committee meeting and final walk through on the Solar project for WWTF located at the Utility Building. Other work included: Prepared Council meeting agenda 1-10-17, working with private property owners for easements for the sanitary sewer project on Sussex Highway (Route 13), working with engineering and DEMEC on the materials being bid for the Pine Street Substation project and working with engineering on WWTF.

In Information Technology, they worked on issues with NAS Drive and replacement of a bad drive, worked on connecting kiosks for Solar Array. Implemented scrolling announcements in lobby at City Hall, participated in conference call with AMI and began work on ordering FY17 PCs.

In Administration, they requested reimbursements for multiple CTF (Community Transportation Fund) projects and the Solar Project, worked on month-end account reconciliations, prepared for end of year payroll processes. Worked on job advertisements and job descriptions for various openings, continued working on Open Gov platform and all other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

City Manager Slatcher added that the Public Works and Parks Department both did a great job with the snow over the weekend. They were out about ten hours on Saturday and 4-5 on Sunday.

With no further comments Mayor Genshaw called for a motion to move into an Executive Session for the purpose of discussing personnel. Councilman Henderson made a motion to move into Executive Session. Councilwoman Peterson seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw reopened the Regular Council Meeting and called for a motion to adjourn the meeting. Councilman Henderson made the motion to adjourn. Councilwoman Peterson seconded the motion, with all present voting in favor. Mayor Genshaw closed the meeting at 9:15 p.m.

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Dolores J. Slatcher, City Manager

/tnt

Attachment: Attorney General's Report