

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

December 8th, 2020

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 Economic Development, Community Relations, Trisha Newcomer and City Clerk, Tracy Torbert were also present.

Councilman King offered the opening prayer and Mayor Genshaw 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 November 24th, 2020. Councilman Holland made a motion to approve the minutes of the Regular Meeting on November 24th, 2020. Councilman King seconded the motion. The motion so passed with all present voting in favor.

Mayor Genshaw announced the partnership with Sussex County in the development of the Western Sussex Business Campus, located on the property north of the Ross Mansion. He added, today December 8th, 2020, the County voted in favor of a resolution to assist the City of Seaford with this project by committing funds of just under \$1.9 million dollars. Mayor Genshaw noted a Letter of Intent from an interested developer who hopes to construct a multimillion-dollar facility, in turn creating new job opportunities within the City.

Councilman King commended the Mayor and City Staff on their commitment to bringing new jobs to Seaford.

Councilman Henderson asked if the County was in full support of the resolution. Mayor Genshaw noted the vote was 4 to 1, with a vote against the resolution from Councilman Wilson.

Mayor Genshaw presented New Business Item # 1: Present for approval a proposed Eagle Scout project that will place library boxes in several City park locations and at City Hall.

Eagle Scout Candidate, Jaxon Whittaker came forward and presented information on his Eagle Scout Service Project. He explained his plan to construct 6 "little library" book boxes to be placed in various locations throughout the City. The purpose of these boxes is to offer free reading materials to residents of all ages, and support literacy while creating an opportunity for community service. The book boxes would be weather sealed and cemented into the ground to ensure their stability. He noted when the project is completed it will be turned over to the Seaford Public Library for long term maintenance. The estimated cost for this project is \$1,500.00 for materials, with all labor to be performed by Jaxon and fellow scouts. The project is set to be executed between the months of January and April of 2021.

Mayor Genshaw solicited any questions or comments from Council. Councilman King asked if there were any measures being taken concerning the spread of COVID-19. Jaxon explained he plans to follow the COVID-19 safety guidelines during the construction of the boxes, but he has not put in place any plans for after installation is completed.

Councilman MacCoy asked Jaxon how he came up with this idea. Jaxon explained his love for reading and desire to expand that opportunity to others in the community.

Councilman Henderson asked if Jaxon believed he would be able to complete the project by April. Jaxon explained he actually has until October of 2021 to complete the Eagle Scout Service Project but hopes to have it completed by April.

Councilman Santos asked about the specifications and weatherproofing of the boxes. Jaxon explained the boxes are approximately 2 foot wide, with a roof overhang and sealed edges to prevent the books from getting wet in inclement weather, the posts will also be cemented at least 2 ½ feet in the ground.

With no other questions or comments, Mayor Genshaw called for a motion. Councilman Holland made a motion to approve the proposed Eagle Scout project that will place library boxes in several City park locations and at City Hall, 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 Item #2: SB & Company, LLC will present the City's annual audited financial statements for the period ending June 30, 2020.

Via conference call, Toby Hollander of SB & Company began by presenting the scope of services provided to the City of Seaford including the audit and preparation of the June 30th, 2020 financial statements. Mrs. Hollander went through the steps of the risk-based audit approach used to audit the City of Seaford's financial statements, and noted they received full cooperation from the City. She continued by explaining the evaluation of the key processes performed by the City concerning financial records, and noted the assessment showed the City of Seaford to be "effective" in all processes with no significant weaknesses or instances of fraud.

Mrs. Hollander went on to explain the financial statements. She stated the City's total assets had increased since 2019 however, there were also slight increases in long term debt and liabilities.

Overall, the City's net position showed a slight increase of about 2% from 2019. Revenues for Governmental Activities showed an increase from 2019 of around \$855,000.00, with taxes, intergovernmental revenues and licenses/permits being the largest sources. Additionally, expenses for Governmental Activities saw a decrease from 2019 of around \$225,000.00 with the Police Department, Administration, and Capital Outlay as the primary sources.

Mayor Genshaw solicited any questions or comments from Council. Councilman King commended the City Staff for their diligence in controlling cost throughout the year, and City Manager Anderson thanked Director of Finance, June Merritt and City Staff for their hard work that resulted in a clean audit.

Mrs. Hollander concluded with the required communications between the Auditors and City Representatives concerning accounting policies, acts of fraud, internal controls and Generally Accepted Auditing Standards (GAAS).

Mayor Genshaw presented New Business Item #3: Chief of Police Marshall Craft to present for approval a recommendation to reduce the speed limit in the areas of Pine Street, Arch Street, Third Street, Pearl Street, E. King Street, E. Poplar Street, E. Spruce Street, 4th Street, E. Locust Street, Beach Street, 5th Street, 6th Street and Cannon Street for public safety purposes.

Chief of Police Marshall Craft came forward and began by presenting information on the proposed locations for speed reduction and the details pertaining street width and parking conditions for each location. He noted the purpose of this request is to address safety concerns and mitigate traffic related accidents in those areas.

Chief Craft presented crash and traffic citation summaries noting the number of crashes and where the heaviest concentration of incidents happened. He added that traffic initiatives have been conducted and the overwhelming results were narrow roads, high density, and a speed limit too fast for the existing road conditions seem to be the main cause for traffic incidents. Along with a reduced speed limit, changes in parking regulations and lighting would decrease the risk of accidents and make the roads more accessible to emergency vehicles. It should be noted that the speed limits on Magnolia and Crossgate Drive were reduced to 15 miles per hour in 2018 and there have been decreases in crashes, DUIs and speed citations in those areas.

Mayor Genshaw solicited any questions from Council. Councilman King asked what kind of cost would be associated with replacing the signage, and how would the City of Seaford communicate these changes with the community. Chief Craft stated the information would be shared through several avenues including newspaper, social media, and digital messaging trailers that will be posted on the roadways in the affected areas; as well as general community policing.

As for the signage, Chief Craft recommended communicating with the Director of Public Works, Berley Mears to get an accurate picture of the quantity of signage needed and the cost.

Councilman MacCoy asked if there was an estimate as to the amount of time it would take to change the signage. City Manager Anderson noted the City of Seaford does not keep a large

quantity of speed limit signs in stock, so the majority of these new signs would need to be ordered. Depending on availability, this could extend the project for several months. Chief Craft added he would like to implement these changes in the Spring in order to have ample time to inform the community.

Councilman Santos verified Cedar Avenue, North Conwell and N. Cannon Streets would not be included in the speed reduction. Chief Craft explained at this time he did not see a need to reduce the speed on those streets.

With no other questions or comments Mayor Genshaw called for a motion. Councilman Henderson made a motion to accept the recommendation of Police Chief Marshall Craft to reduce the speed limit in the areas of Pine Street, Arch Street, Third Street, Pearl Street, E. King Street, E. Poplar Street, E. Spruce Street, 4th Street, E. Locust Street, Beach Street, 5th Street, and 6th Street for public safety purposes. 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 Item #4: City Clerk, Tracy Torbert to present for approval proposed dates for extended hours for voter registration prior to the 2021 Municipal Election.

City Clerk, Tracy Torbert came forward and reminded Council the 2021 Municipal Election will take place on April 17th, 2021 from 7:00 a.m. to 3:00 p.m. The candidate deadline to file is February 26th and the deadline to register to vote is March 26th by 5:00 p.m. She noted this will be the last Municipal Election using the Book of Registered Voters if the proposed charter change takes place. Currently the seats held by Councilman Holland and Councilman King are up for reelection. Staff is proposing two separate extended office hours events to allow residents the opportunity to come to City Hall to register to vote; Saturday March 13th, from 10:00 a.m. to 1:00 p.m. and Wednesday March 24th from 5:00 p.m. to 7:00 p.m.

Councilman King asked if there has been any conversation in regard to holding a voter registration event in a public setting. Ms. Torbert explained with the continued changes in restrictions due to COVID-19 it would be difficult to plan and advertise for that type of event. However, City Hall consistently has the ability to service customers in the office or through our drive thru.

With no other questions or comments Mayor Genshaw called for a motion. Councilman King made a motion to approve the proposed dates for extended hours for voter registration prior to the 2021 Municipal Election, 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 Item #5: Present for approval an agreement of sale for the property located at the corner of High and Spring Streets, 405/407 High Street, (SCTMP# 431-5.00-294.00).

City Manager Anderson began by explaining this property is on the corner of High and Spring Streets and is frequently utilized by the City of Seaford. The property was listed for sale and offered to the City for purchase. The property was appraised and valued at \$185,000.000, and a Phase 1 Environmental Site Assessment was completed with no substantive issues to report. The City currently has \$585,000.00 available in the Land Sale Reserve account that can be utilized for the purchase of this property, and the property owner has requested to close on the sale by the end of 2020.

Mayor Genshaw solicited any questions from Council. Councilman King asked if the structure located on the property would be included in the sale; City Manager Anderson Confirmed.

Councilman Santos asked if there was any attempt to negotiate on the sale price of the property. City Manager Anderson explained the City did initially present a price below the appraised value; however, the owner did not accept.

With no other questions or comments Mayor Genshaw called for a motion. Councilman Henderson made a motion to approve the agreement of sale for the property located at the corner of High and Spring Streets, 405/407 High Street, (SCTMP# 431-5.00-294.00) and permit the Mayor to execute all necessary closing documents related to the property transfer, as presented. 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 Item #6. Present for approval an Outdoor Recreation, Parks and Trails (ORPT) Grant Agreement in the amount of \$80,000 for the installation of floating docks, canoe/kayak launch and gangway in Oyster House Park.

Director of Economic Development and Community Relations, Trisha Newcomer came forward and explained the City has been awarded \$80,000.00 through the Outdoor Recreation, Parks and Trails (ORPT) Grant Program, which has been earmarked specifically for the installation of the floating docks, canoe/kayak launch and gangway as part of Phase 1 of the Oyster House Park. The grant is a 50/50 match which the City has budgeted for. Mrs. Newcomer reminded Council that as with any ORPT grant the land must be retained as outdoor recreation.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion.

Councilman MacCoy made a motion to permit the City Manager to execute the Outdoor Recreation, Parks and Trails (ORPT) Grant Agreement in the amount of \$80,000 for the installation of floating docks, canoe/kayak launch and gangway in Oyster House Park, 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 Item #7: Present for approval an Outdoor Recreation, Parks and Trails (ORPT) Grant Agreement in the amount of \$20,000 for the installation of fencing and a pathway at the City Sports Complex.

Director of Economic Development and Community Relations, Trisha Newcomer explained this ORPT Grant Agreement is for fencing and a sidewalk path around the Seaford Sports Complex. The fencing will run approximately 1,352 feet along the length of the area adjacent to North Pine Street Extended. The walking path will be installed for ease of use when traveling from the gravel parking lot, or between sports fields.

Mayor Genshaw solicited any questions from Council; Councilman King asked if there is a deadline to expend the funds for this grant. Mrs. Newcomer explained all of the funding needed to be expended by June 30th, 2022.

With no other questions from Council, Mayor Genshaw called for a motion. Councilman Holland made a motion to permit the City Manager to execute the Outdoor Recreation, Parks and Trails (ORPT) Grant Agreement in the amount of \$20,000 for the installation of fencing and a pathway at the City Sports Complex, 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.

City Manager Anderson asked to publicly thank Mrs. Newcomer and Superintendent of Parks and Recreation, Katie Hickey for submitting these grants. He noted the cost for the fencing and pathway were budgeted funds, and with this approval the City can now leverage funds that otherwise would have been expended by the City for this project.

Mayor Genshaw presented New Business Item #8: Present for approval pension resolutions and amendments to the General Employee Pension Plan amendments effective January 1, 2021 to include:

- a) Changing the final-averaging period from 3-5 years
- b) Cap service at 30 years
- c) Increase employee contribution from 5% to 7%

City Manager Anderson explained if this resolution is approved it would be implemented for all new hires after January 1, 2021.

Mayor Genshaw reminded Council this resolution would not affect any current employees, only those hired on or after January 1, 2021.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman King made a motion to adopt the pension resolutions and amendments to the General Employee Pension Plan amendments effective January 1, 2021 to include: a) Changing the final-averaging period from 3-5 years , b) Cap service at 30 years, c) Increase employee contribution from 5% to 7%, 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.

OLD BUSINESS:

Mayor Genshaw presented Old Business Item #1: Present for a second reading and approval Ordinance #2020-04 to amend Chapter 4, of the Municipal Code of Seaford, Delaware relating to "Buildings", in the manner following, to wit: Chapter 4, Article 1, of the Municipal Code of Seaford, Delaware to amend Section 1612.4 and Section R322.2.1.

City Manager Anderson explained this change is a requirement through a review of the Community Rating System (CRS), where City property owners can receive flood insurance discounts, based on the community rating system guidelines. This clarifies that electrical systems, HVAC systems, plumbing systems, etcetera need to be raised 18 inches above the base flood elevation. This change effects sections in both the residential and building codes. If approved the changes would be advertised and take effect 30 days after that advertisement.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman Holland made a motion to approve Ordinance #2020-04 to amend Chapter 4, of the Municipal Code of Seaford, Delaware relating to "Buildings", in the manner following, to wit: Chapter 4, Article 1, of the Municipal Code of Seaford, Delaware to amend Section 1612.4 and Section R322.2.1, 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.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. City of Seaford offices will be closed on December 24th and 25th in observance of the Christmas Holiday.

2. The Leaf Machine is currently in operation until December 31st. In rain events help us to help you by clearing a catch basin or calling Public Works to have the catch basin cleaned at 302-629-8307 or after hours 302-629-4550.

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 DECEMBER 1, 2020:

- Jeff Benson has filed for City Council

COMMITTEE REPORTS

Councilman Santos reported on Administration and IT:

MEETINGS:

- Made inspections of the PD renovations project.
- Attended the Code Department meeting.
- Met with a developer regarding potential for Governor's Grant R-3 portion.
- Participated in a WICAC sub-committee meeting.

OTHER WORK:

- Prepared the City Council agenda.
- Made inspections of the PD renovations project.
- Participated in the bi-weekly call with the Governor.
- Reviewed 80% drawings for the Utility Building expansion.
- Reviewed a leasing proposal for City vehicles prepared by Enterprise Fleet.

Information Technology Report:

- Continued work getting virtual desktops set up and configured
- Troubleshooting some issues with virtual machines
- Completed installation at Police Department for Fire alarm tie in and work in basement locker rooms
- Working with Advanced Securities to configure and add cameras along with new camera projects for this year
- Created additional "How To" Videos
- Meet with Midsouth Audio & Electrician regarding Council podium relocation.

Administration Report for Council

- Continue contract negotiation with the police department Teamsters Local 326 (Current contract expired 06/30/2020.) Next meeting not yet scheduled.
- Work with auditor's - Presenting the draft financial statements.
- Attend DEMEC board meeting.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman Henderson Reported on Police, Fire, and EMS

Seaford Volunteer Fire Department, Inc.

Alarms to Date (12/07/2020) (0900 hours)

- **Fire Calls:** 704 to date (12/07/20)
 - 2.06 calls per day
 - 64 calls in November
 - 9 calls in December so far

EMS Calls; 3077 to date (12/07/20)

- 9.02 calls per day
- 282 calls in November
- 55 calls in December so far

Totals:

- 3781 calls for service to date
- 11.08 calls per day

Significant Calls:

- 11/27/20; (Out of City), Eden Branch Road, working residential fire, Used water supply from hydrant in city to refill tankers, Under Investigation by Fire Marshal's Office
- 12/5/20; (Out of City), Coverdale Road, Motor Vehicle Crash with Fire, Occupant self-extricated before arrival, Under investigation by Delaware State Police.

Apparatus:

- All equipment is currently in service
- EMS o New B87 preconstruction meeting completed and the unit is due by April 2021

Training / Meetings / Business

- Next Training: is Wednesday, December 16, 2020 (1900 hours) at Station 87

Events:

- 11/8/2020 - Drive by Birthday Reliance Road
- 11/21/2020 – Drive by Birthday Shufelt Road
- 11/29/2020 – Drive by Birthday Craig Mills Road
- 12/3/2020 – EMS Standby and Tower 87 with flag at last home game for Seaford HS

Other News:

- Department Election are Wednesday, December 9, 2020 at Station 87 (1900 hours) COVID 19 rules are in effect and Mask will be worn.
- SANTA RUN will be done on Friday, December 18th, 2020 (1800 to 2100 hours) Check Facebook page for more info.

Merry Christmas, Happy Hanukkah, Happy Kwanzaa, and Happy Holidays to the Mayor, City Council, City Manager, and Entire City Staff. Please be fire safe during the holidays.

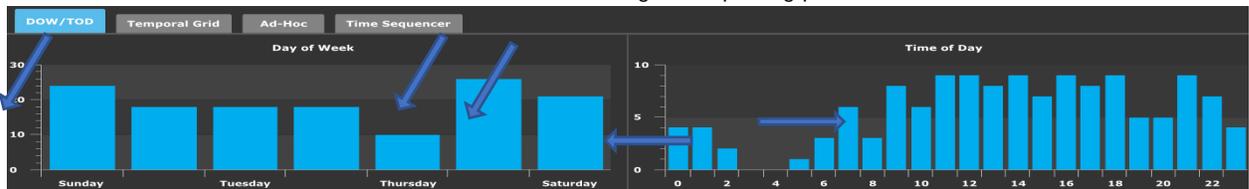
Seaford Police Department
State of Delaware Accredited Agency
Delaware Police Accreditation Commission

Police Activity during period of **Monday November 23, 2020 - Sunday December 06, 2020** as reported by Chief Marshall Craft, Jr.:

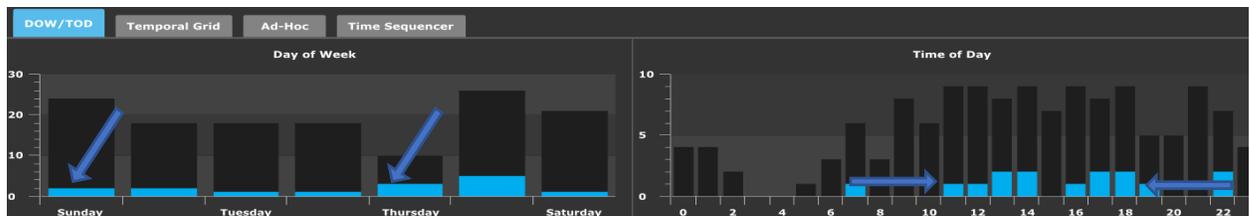
INCIDENTS	2020 YTD	2019	2018
All crimes	5,429	6,619	4918
Drug Crimes	181	249	390
Overdose	25	25	23
All Traffic (E-Tickets)	6,683/ (1,346)	7,819 (1,782)	6387 (3,617)
All DUI	43	42	52
All Crashes	501	584	533
False Alarms	402	494	333

Criminal

- All complaints: **135** (defendants: **8** adult & **1** Juvenile)
 - Felony: **6**
 - Misdemeanor: **23**
 - Violations: **1**
 - Civil: **0**
 - Other: **105**
- 88.% Clearance Rate (overall)
- Friday, Saturday and Sunday from 0700-0100 hours (overall crime)
- The below chart shows data for overall crime during this reporting period:



Additional Crime Data below: There were a total of **15** complaints consisting of Assault, Aggravated Assault, Fraud, Burglary and Rape (5 Felony & 10 Misdemeanors with 3 adults arrested); Excludes Shoplifting: (40% clearance rate during this reporting period.) Most occurred on Thursday and Friday from 1100-2200.



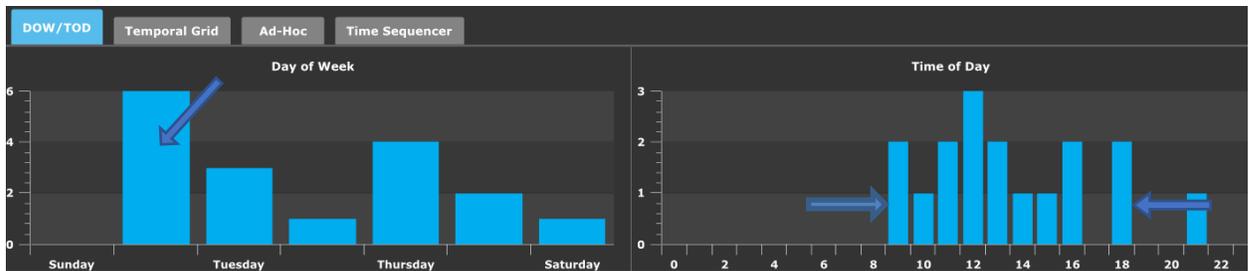
Drug Complaints:

- Drug Crimes: **5**
 - Adult Arrest: **3**
 - Juvenile Arrest: **0**
 - Pending Inactive: **0**
 - Prosecution declined: **2**
- Search Warrants(s): **0**

- Overdose: 2

Traffic

- Citations: 163 traffic contacts resulting in 64 citations
- DUI: 4 (0 accident related DUI's)
- Crashes: 17
 - Injury: 2
 - Non-Injury: 15
 - **Additional Information: Driver distraction primary cause of accident)**
 - Hit & Run: 1
 - Alcohol/drug related crash: 0
 - Monday from 0900-1800 Hours (See Crash chart below)



Significant Events:

- 11/27/20, SPD dispatched to Wal-Mart for a reported overdose. Investigation revealed the victim was found unresponsive in his vehicle. Police and EMS arrived on scene, NARCAN administered, subject transmitted Tidal Health where he was further treated and released. Case Service Cleared #71-20-9359.
- 11/27/20, SPD conducted a traffic stop on E. Stein Hwy. Investigation revealed driver license suspended, both driver and passenger had active arrest warrant and/or Capias, and were in possession of Heroin and/or paraphernalia. Subjects arraigned and released on unsecured bond. #71-20-9346.
- 11/28/20, SPD dispatched to Tidal health Nanticoke to assist DSP due to a homicide victim being transported from Middleford Road to same. SPD provided crowd control and investigated a related criminal mischief that occurred to hospital property during the incident. Assist was Service Cleared and the Criminal Mischief is Pending Active #71-20-9368.
- 11/28/20, SPD officer responded to Country Gardens in Dagsboro to assist DSP (Officer in Distress call) regarding shots fired complaint that resulted in a male subject being shot in the chest by an unknow(n) suspect. NFD. Service Cleared #71-20-9367.
- 12/03/20, SPD dispatched to N. North Street for shots fired complaint. Upon arrival, officers located numerous spent casings and secured the scene. Officers also responded to Tidal Health for two reported gunshot victims at or about 7.19pm. Investigation revealed both victims were transported from the scene is two different vehicles to the hospital. One victim was shot in the back and the other victim was shot in the buttocks and shoulder. Further investigation revealed there were approximately 50 plus people around the scene; however, no one witnessed the incident and the victim's provided no additional information. Case is Pending Active #71-20-9486.

- 12/04/20, SPD dispatched to N. Pine Street for a fraud complaint. Investigation revealed victim paid \$487.00 to a 'Cash App' on her phone and now the money is gone. Case Pending Inactive #71-20-9503.
- 12/05/20, SPD dispatched to Tidal Health Nanticoke for a gunshot victim at or about 4.05pm. Investigation revealed that a male victim was shot in the back-right shoulder and the right ankle and had a friend drive him to the hospital. There were no witnesses and the victim provided no additional information. The victim advised the incident occurred in Nutter Park on Collins Ave; however, other reports indicated the shooting may have occurred on N. North Street or at the Laurel Flea Market. No actual crime scene has been located/identified to date (no rounds, no blood and no witnesses.) Case is Pending Active. #71-20-9527.

Admin

- Attended Director, Staff, Liaison and Unified Command meetings as scheduled - Chief
- 12/01/20 - Attended SLEAF ZOOM meeting / Grants - Chief

Training (officers attended 88 total hours of training)

- Ethical Decision making - 2 officers
- Cultural Diversity - 3 officers
- Major Case management - 1 officer
- Background Investigations - 6 officers

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.

Officers interviewed on Just Justice video series with the SHS principal - Chief, Officer

Councilman Holland reported on Code and Parks and Recreation

Code Department Report

- Issuing permits (386 Issued in 2020)
- Rental License renewal notices mailed out.
- Rental inspections being scheduled.
- Doing routine inspections for on-going projects
- Doing violation inspections throughout City
- Performing plan reviews for new permits
- Plumbing License renewals are being processed
- Trash Hauler license renewals are being processed.

Large project status's

- Wawa – Tharp Rd DelDot work underway. Site work for Wawa started.
- Melanie's Ridge –Waiting for building plans to be submitted for review.
- Mearfield 2 –Second duplex has been set. Have applied for permit for 4 pack townhouses.
- Montessori School – School is open. Both new quad buildings completed.
- East Park Business Center – First building has started construction.

Councilman MacCoy reported on Electric.

Since the last report

Crew

- Started digging in the secondary and street light conduit for Mearfield 1 phase 2B.
- Turned on all of the Christmas decorations.
- Had training on the new chipper.
- Ed gave the material to the contractor running the fiber extension.
- Set the last transformer and dug in the secondary to the new houses on Poplar St.

Director

- Had a council liaison meeting.
- Had a staff meeting.
- Had a director's meeting.
- Worked on FY 22 budget.
- Met the surveyor at WAWA to mark electric conduit and pad locations.
- Met with a sales rep about tools, lighting and indoor racking.
- Had training on the new chipper.
- Met the contractor on site at WAWA for the directional boring.
- Talked to the manager at Lowe's (Kelly) to let them know that our contractor would be working behind their store.
- Got the estimate and scheduled the directional drilling at WAWA.
- Received the proposal for the design work between Cypress & Hurley Park, got it executed and returned to GMB.

Upcoming Weeks.

- Continue working in Mearfield 2 as they build more units in phase 1.
- Continue working in Mearfield 1 phase 2B so they can continue building.
- Start working in Belle Ayre multifamily for their construction.
- 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.

Since the last report

Crew

- Installed the mounting brackets and timers for the new LED Christmas lights.
- Finished building the storage racks for the LED Christmas lights.
- Greg Smart retired.
- Finished installing the Christmas lights.
- Put the flags up for Veterans Day.
- Changed out gloves and sleeves to be tested.
- Set a transformer and started digging in the secondary pedestal for the last of the 9 new houses on Poplar St.
- Started taking vehicles through inspection.
- Did monthly substation checks.
- Put up the Christmas lights on High Street.

- Had an outage on S Porter St caused by a squirrel. It affected 5 customers from 2:36 AM until 5:26 AM.
- Put up the Christmas lights for Blades.
- Pulled a stand and moved it for WWTF.
- Helped put up the Christmas Tree and display in Gateway Park.
- Trimmed trees on No Name Road.

Director

- Had a council liaison meeting.
- Had a staff meeting.
- Had a director's meeting.
- Collected Greg Smart's uniforms and issued tools.
- Worked on the specifications for transformers and put out an RFP.
- Had the monthly construction coordination meeting.
- Met with our contractor for the directional drilling at WAWA.
- Had a meeting with the contractor who is installing the fiber optic wire extension on Sussex Highway.
- Had a meeting with a sales rep for transformers about specification changes on fuses.
- Worked on FY 22 budget.
- Had a meeting with Tom Coyle and Trisha to introduce the new local contact for the energy efficiency program.
- Had a meeting about battery storage.
- Helped put up the Christmas Tree and display in Gateway Park.
- Took delivery of the new Chipper.

Upcoming Weeks.

- Turn on the Christmas Lights
- Continue working in Mearfield 2 as they build more units in phase 1.
- Continue working in Mearfield 1 phase 2B so they can continue building.
- Start working in Belle Ayre multifamily for their construction.
- Pull the wire and set the transformer at the AUJ building.
- Get the estimate and schedule the directional drilling at WAWA.
- 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.

Public Works:

- Hydrant flushing is on-going
- Paving contract is on-going and should be completed by the end of this week.
- Completed four new water service taps on Hurley Park Drive.
- Leaf machine is out, but we have had difficulty dumping it in the dump. Because it has been too wet. We are now dumping at the compost site.
- Force main installation for the Unified Sewer District is substantially complete and in use from utility building.

- Dolby lift station should be in use this week as we receive wastewater from the County.
- Picking up a lot of limbs and leaves
- Registering equipment with DMV for the upcoming year.
- Prepared the salt briner for the season.
- County building is just about complete here at the utility building.
- We are now two people out on medical and this is really effecting our production and ability to service the streets with yard debris.
- 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

- No new news is good news here
- New blower install is progressing well.
- Plant performance remains good
- Preparing to accept wastewater from Bridgeville and Greenwood.
- We HAVE compost to sell by appointment
- Leachate treatment going well but less
- Septage is down.
- No major equipment maintenance needed.

Upcoming two weeks:

Public Works

- Pull and rebuild Manor House lift station pump
- Pull and rebuild Seaford Village lift station pump
- Limbs, limbs, limbs
- Leaves, leaves, leaves
- Flush hydrants
- Repair cleanouts on smoke testing list.
- Replace fire hydrants (ongoing.)
- 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 Meeting. Councilman King made a motion to adjourn the Regular Council Meeting. Councilman Holland seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 8:43 p.m.

Charles D. Anderson, City Manager

/ASH