

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

December 13, 2016

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. City Manager, Dolores Slatcher, Assistant City Manager, Charles Anderson and Building Official, Josh Littleton was also present.

Mayor Genshaw offered the opening prayer and 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 November 22, 2016. Councilman Holland made a motion to approve the minutes from the November 22, 2016 Council Meeting. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

CORRESPONDENCE

City Manager Slatcher presented a letter from Comcast about price changes. Mrs. Slatcher stated that customers of Comcast will receive this letter in regards to price increases and decreases for different services, and price changes will take effect starting January 1, 2017.

Mayor Genshaw presented New Business #6, Recommended persons for the Rental License Committee. The recommended committee is as follows:

David Genshaw, Mayor-Chair
Dan Henderson, Councilman
Mark Hardesty
Deric Parker
Vergonda Thomason
Harry Daisey
Tim Elder
Frank Parks
George Farnell
Craig Aleman
Jim King
Charles Anderson, Assistant City Manager
Josh Littleton, Building Official

This committee is formed to help consider alternative solutions to the housing concerns and property conditions in the City of Seaford.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made the motion to approve the recommended persons as presented for the Rental License Committee. Councilwoman Peterson seconded the motion. Motion so passed with all present voting in favor.

PUBLIC HEARING

Mayor Genshaw closed the Regular Meeting at 7:03 p.m. and opened the Public Hearing.

Building Official Josh Littleton came forward to present Public Hearing #1, Case number S-24-16: Liborio Watergate, LLC, property owners of the undeveloped acreage on Bridgeville Highway, to be known as Melanie's Ridge identified as Tax Map and Parcel 331-5.00-11.00 and the undeveloped acreage on Bridgeville Highway, 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. Mr. Littleton stated that they obtained the sketch plan approval in August. The main entrance would be relocated to the North, to align with Fallon Avenue. The property line was reconfigured due to additional lands being added to the project. The reallocating of the 61.9+/- acre lands to create four separate parcels include:

Parcel 1: 54.7+/- acres

Parcel 2: 3.7 +/- acres

Parcel 3: 1.6+/- acres

Parcel 4: 1.6+/- acres

Review of the subdivision with DeIDOT is still in process. Staff recommends approval be conditioned upon receipt of DeIDOT letter of "No objection to Record".

Mayor Genshaw solicited any questions or comments.

City Manager Slatcher stated that when the Case No. was advertised, it was advertised as one parcel but was then corrected to four parcels and re-advertised.

Councilman Henderson asked how large the outlining property would be.

Mr. Littleton stated that the property (known as parcel 3) would be 1.6+/- acres.

Mayor Genshaw asked for questions from the public.

Mr. Dan Cannon came forward to ask why the City would take an action prior to an amended change to the Comprehensive Plan, and if the City normally does this.

City Manager Slatcher stated that often times the actions happen in parallel. Amendment will have to be approved and finalized, and Council has to approve it before it is finalized.

Building Official Josh Littleton presented Public Hearing #2, Case Number R-25-16: Liborio Watergate, LLC property owners of Tax Map and Parcel(s) 331-5.00-11.00 and 11.01,

undeveloped lands on Bridgeville, 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. Mr. Littleton explained the adjustment would be for the zoning lines to follow the proposed lot configuration. The 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 on 11/16/16. Mr. Littleton stated that they are still awaiting the final approval letter from PLUS.

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

Mayor Genshaw asked for questions or comments from the public; there were none.

Building Official Josh Littleton presented Public Hearing #3, Liborio Watergate, LLC., properties owners of Tax Map and Parcel(s) 331-5.00-11.00 and 11.01, is seeking a preliminary site plan review and approval for the development of 10,000+/- square feet of commercial frontage on Bridgeville Highway and a two hundred eighty-eight (288) unit apartment complex to the rear. Mr. Littleton stated that the development for Melanie's Ridge includes C-2 Highway Commercial and R-3 High Density Residential. Also the lands are partially within the Wellhead Protection Zone. Parcel 2 Commercial land along Bridgeville Highway 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. The residential land will include a 288-unit apartment complex, with +/- 662 parking spaces, mixture of private and city maintained streets, clubhouse, playground, swimming pool, storage facilities for the residents and dumpster enclosures. Utility improvements will include the extension of municipal water, sanitary sewer and electric systems. Private Stormwater management system installation throughout, with an outfall to Herring Run Branch. Proposed street names throughout the complex, which have been reserved by Sussex County include, Melanie's Ridge, Wheatfield's Road, Sophia Drive, Tina's Way, Susan's Way, and Lawrence Crossing. Mr. Littleton stated that approvals will be required from the State Fire Marshal, Sussex Conservation District, DNREC-sanitary sewer system expansion, Office of Drinking Water-municipal water system expansion, and DelDOT-entrance.

Mayor Genshaw solicited any question or comments from Council.

Councilman Henderson asked what the net changes in number of apartment units there were from previous sketch plan approval.

Mr. Littleton, stated there were no changes, it is the same 288 units from the previous approval.

Mayor Genshaw asked for questions from the public; there were none.

Mayor Genshaw closed the Public Hearing at 7:20 p.m. and reopened the Regular Council Meeting.

Mr. Littleton presented the Findings of Facts for Public Hearing #1:

- Melanie's Ridge

- Property Owners: Liborio Watergate, LLC
- Subdivision Case #S-24-16
- 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: 3.8 +/- acres
 - Parcel 3: 1.7 +/- acres
 - Parcel 4 (Future City ROW): 1.7 +/- 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 the motion to table the decision for the subdivision, rezoning, and preliminary site plans for Liborio Watergate, LLC until Planning and Zoning has had the time to re-consider the requests. Councilwoman Phillips-Lowe seconded the motion.

Mayor Genshaw confirmed that the motion passed with all present voting in favor.

Mr. Littleton presented the Findings of Facts for Public Hearing #2:

- Melanie's Ridge
- Property Owners: Liborio Watergate, LLC
- Rezoning Case #R-25-16
- Property is located on Bridgeville Highway
- 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 on 11/16/16
- No Major Comments.
- Awaiting final approval letter from PLUS.
- Staff recommends approval be conditioned upon receipt of approval Letter from the PLUS Committee.
- Planning and Zoning made a favorable recommendation to Council.

Mayor Genshaw called for a motion. Councilman Mulvaney made the motion to table the decision for the subdivision, rezoning, and preliminary site plans for Liborio Watergate, LLC until Planning

and Zoning has had the time to re-consider the requests. Councilman Holland seconded the motion.

Mayor Genshaw confirmed that the motion passed with all present voting in favor.

Mr. Littleton presented the Findings of Facts for Public Hearing #3:

Agenda item #3 - 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, Wheatfield's 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
 - DeIDOT – 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. Councilman Mulvaney made the motion to table the decision for the subdivision, rezoning, and preliminary site plans for Liborio Watergate, LLC until Planning and Zoning has had the time to re-consider the requests. Councilwoman Phillips-Lowe seconded the motion.

Mayor Genshaw confirmed that the motion passed with all present voting in favor.

Mayor Genshaw presented New Business #1, documents to sign for the FY17 Delaware CDBG Application through Sussex County, Delaware. City Manager Slatcher stated that the City of Seaford recognized the importance of fair housing for its residents. The City held a public hearing on November 22, 2016 with required notice for citizens, including low and moderate income, to have an opportunity to present their views on the Community Development Block Grant and endorse the City's application for the funding.

The documents included in the application include:

- Delaware State Housing Authority (DSHA)- FY 17 Delaware CDGB Application form
- Citizen Participation Certificate of Assurance
- Federal Fair Housing Resolution
- Resolution Endorsing Project to be submitted to the DE State Housing Authority for funding from the U. S. Department of Housing and Urban Development Authorizing Todd F. Lawson, Sussex County Administrator, to submit application
- Certificate by Applications for the DE CDBG Program

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made the motion to approve the following documents for the FY17 Delaware CDBG Application through Sussex County, Delaware:

- Delaware State Housing Authority (DSHA) – FY17 Delaware CDGB Application Form
- Citizen Participation Certificate of Assurance
- Federal Fair Housing Resolution
- Resolution Endorsing Project to be submitted to the DE State Housing Authority for funding from the U. S. Department of Housing and Urban Development Authorizing Todd F. Lawson, Sussex County Administrator, to submit application.
- Certificate by Applications for the DE CDBG Program

Councilman Henderson seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw 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 #2, appoint Special Annexation Election Board for the Bierman Family, LLC lands. The annexation of lands will be held on Wednesday, January 18, 2017. The Board members will be as follows:

Elaine Vincent, Presiding Officer
Patricia Shannon, City of Seaford property owner and resident

Frank Czerwinski, authorized representative of the Bierman Family, LLC as the property owner in the territory being requested for annexation.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilman Henderson made the motion to approve Mayor Genshaw's appointment of Elaine Vincent, Presiding Officer, Patricia Shannon, Resident and Property Owner residing in the City of Seaford and Frank Czerwinski (Power of Attorney to represent Bierman Family, LLC), resident or property owner in the territory. Councilwoman Phillips-Lowe seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #3, the resolution for the Special Annexation Election of the Bierman Family, LLC lands. City Manager Slatcher stated that the City will hold a Special Election to determine whether the City of Seaford shall annex lands located contiguous to the present corporate limits of the City of Seaford. This election will be held on January 18th, 2017 at City Hall, 414 High Street, Seaford, Delaware, between the hours of 7 a.m. prevailing time, and 3 p.m. prevailing time. Notice published according to the requirement of Section 2 of the Charter of the City of Seaford, as amended, a public hearing was held on November 22nd, 2016, upon the proposal of the City Council of the City of Seaford to annex the territory. The City of Seaford will publish a true copy of the Resolution in the newspaper published in the City of Seaford and having a general circulation both in the City and in the territory proposed to be annexed within thirty (30) day immediately preceding the Special Election. Every resident and property owner, or a corporation in the City of Seaford and in the territory proposed to be annexed shall have one vote.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilman Holland made the motion to approve the Special Annexation Election Resolution for the Bierman Family, LLC lands as presented. Councilman Mulvaney seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #4, approval for Settlement Agreement Franchise Fee Audit/ Review with Comcast. City Manager Slatcher stated that the City engaged the firm of Cohen Law Group to conduct a review of Comcast's Franchise Fee payments for the period from June 1, 2012 through May 31, 2015. The City of Seaford and Comcast have agreed to settle on all Franchise Fee payment issues for the period of June 1, 2012 through October 31, 2016 in which Comcast will pay the City the sum of \$15,473.43 in full of all Franchise Fee payment obligations for the Settlement period.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked what the costs to hire the Cohen Law Group was.

City Manager Slatcher stated that she was unsure of the exact figure since she did not have it in front of her at that time, but it was around \$15,000.00.

With no further questions or comments, Mayor Genshaw called for a motion. Councilwoman Peterson made the motion to approve the Settlement Agreement Franchise Fee Audit/Review with Comcast as reviewed and prepared by the Cohen Law Group as presented. Councilwoman Phillips-Lowe seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #5, letter from Delaware State Housing Authority notifying their award of financing to Sussex County Habitat for Humanity for two homes as part of the Downtown Seaford Phase II Project in Seaford. City Manager Slatcher stated that the DSHA approved the funding that was requested on November 9, 2016 for new construction, acquisition and rehabilitation of two homes as part of the Downtown Seaford Phase II Project.

Mayor Genshaw solicited any question or comments from Council. There were none.

Mayor Genshaw presented New Business #7, agreement with Fiber Technologies Networks, LLC for the Communications Right-of-Way Use Agreement for approval. City Manager Slatcher stated that the Right-of-Way Use agreement between the City of Seaford and Fiber Technologies (referred to as Lighttower) was made on November 30th, 2016, and is being brought to Council since this meeting is the first since the Agreement has taken place. Lighttower provides telecommunication services and/ or information services. Lighttower desires to construct, install, operate and maintain facilities within the public right-of-way to provide these services. The "facilities" meaning wires, cables conduits, converters, splice boxes, cabinets, equipment, etc. The City has the legal authority to grant Lighttower access to the public rights-of-way, and to obtain fees for the usage of the public rights-of-way. Prior to occupying any public rights-of-way for providing telecommunications and/or information services Lighttower will have to apply and obtain a permit from the City. Lighttower can not interfere with any existing and operating sanitary sewers, water mains, storm drains, gas mains, poles, overhead and underground electric and telephone wires, cable wires, or other telecommunications, utility and municipal property without the prior written approval of the owner(s).

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked if City Manager Slatcher could explain the fees under section 3.2 of the agreement that pre-dates the agreement date.

City Manager Slatcher stated that Lighttower will pay the annual fee for July 1, 2015 to December 31, 2015 which is when Lighttower started servicing in City limits. The franchisee will continue to pay an annual fee which will be made on or before July 1 of each year and the payment for 2015 should be received on or before December 31, 2016. City Manager Slatcher also stated that the Cohen's Law Group was hired to make sure that everything in the agreement was correct.

With no further questions or comments, Mayor Genshaw called for a motion. Councilman Mulvaney made the motion to approve the Communications Right-of-Way Agreement with Fiber Technologies Networks, LLC as prepared and reviewed by the Cohen Law Group and presented. Councilman Holland seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #8, agreement with Fiber Technologies Networks, LLC for the Pole Attachment License Agreement for approval. City Manager Slatcher stated that the agreement would be effective as of November 30th, 2016, between the City of Seaford and Fiber Technologies Networks, LLC (Lighttower). Lighttower desires to place and maintain aerial cables, wires and associated facilities and equipment on the poles of the City in the area to be served. The agreement will be in effect for a period of five (5) years commencing on the effective date, unless the agreement is terminated prior to the expiration in accordance with the terms and conditions. Lighttower will pay an annual fee per pole, on or about the first day of each January and July, once the City invoices the licensee. Application fee for new Attachments will be \$100.00 per Attachment per pole, NESC Audit/ Inspection Fee for \$60.00 per pole, and the Attachment fee per pole per year starting in 2016 is \$21.00, \$22.00 in 2017, \$23.00 in 2018 and \$24.00 in 2019. Commencing not less than one year following the effective date and no more frequently than every five years, an inventory of attachments may be made by the City.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked if there was a previous agreement made for the Pole Attachment License.

City Manager Slatcher stated no. Cohen Law Group was hired for the agreement.

With no further questions or comments, Mayor Genshaw called for a motion. Councilman Holland made the motion to approve the Pole Attachment License Agreement with Fiber Technologies Networks, LLC as prepared and reviewed by the Cohen Law Group and presented. Councilwoman Peterson seconded the motion. Motion so passed with all present voting in favor.

OLD BUSINESS

Mayor Genshaw presented Old Business #1, draft amendments. Assistant City Manager came forward to present the draft amendments to Chapter 6, Article 22 "Renewable Energy" as the second reading for the amendments. Chapter 6 of the Municipal Code of Seaford, amended by striking out all of Article 22 "Renewable Energy" and substituting a new Article 22 "Renewable Energy". The first reading of the amendment was November 22, 2016.

Mayor Genshaw solicited any questions or comments from Council. There were none.

Mayor Genshaw called for a motion. Councilman Henderson made the motion to adopt the amendments to Chapter 6, Article 22 "Renewable Energy" as presented in the Second Reading. Councilwoman Phillips-Lowe seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented Old Business #2, recommendation for sanitary sewer extension to serve the Bierman lands at 1602 Sussex Highway. Assistant City Manager Charles Anderson came forward to present the two options to consider for the sewer extension. The first option would

be a force main extension across Route 13/ Sussex Highway. This is a single sewer lateral to serve just this property and the City would have to own the force main crossing Route 13/ Sussex Highway for it to be in public right-of-way the owner should bear the cost of installation and future maintenance of the pump. The estimated cost of this option is \$74,635.00.

The second option gives the City the opportunity to serve additional properties discharging into the Nanticoke River and Williams Pond and redevelopment along Route 13/ Sussex Highway would be the Gravity Sewer Extension across Route 13/ Sussex Highway. This option will be less maintenance cost. The estimated cost of this option is \$510,522.38. Based on Mr. Czerwinski's email desiring to pay \$69,000.00 in lieu of \$88,000.00 this will add \$19,000.00 to the City's investment. The recommended payment would be through reserves that have been set aside for future infrastructure projects. The property owner would like to be open for business if annexed by late summer/ early fall 2017. This creates an aggressive time line for the City to design, bid and construct all the utilities as the City would provide electric service too.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Mulvaney asked where the water supply comes from.

Mr. Anderson stated that the water comes from the west side of Route 13 and also from Middleford Road.

Councilman Mulvaney also stated that the second option allows the City to service others later on.

Mr. Anderson stated yes, it would allow service for several parcels.

Councilman Holland asked how hard the upkeep for the gravity sewer extension is.

Mr. Anderson stated that the gravity sewer is the least maintenance system, and with the man power and equipment, the City would have no problem maintaining it.

With no further questions or comments, Mayor Genshaw called for a motion. Councilman Henderson made the motion to approve the gravity sanitary sewer extension, Option B, as prepared by George, Miles and Buhr with an estimated cost of \$510,522.38 which has the potential to open further economic development on Sussex Highway for the City and will give owners the option to eliminate septic systems near Williams Pond and Nanticoke River. And to approve the recommended funding plan to use the Realty Transfer Tax Reserve, the Sewer Impact Reserve, the Downstream Impact Reserve, and the Owner's contribution of \$69,000 towards the gravity sanitary sewer extension on Sussex Highway. Councilman Mulvaney seconded the motion. Motion so passed with all present voting in favor.

Mayor Genshaw presented Old Business #3, follow-up questions or comments about the General Pension Benefit Plan. Assistant City Manager Charles Anderson came forward to answer any questions or comments from Council. The Council members all agreed that after looking at the presentation provided, they all understood the plan much better.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

- City Offices close for the Christmas Holiday on December 23rd and 26th.
- City offices closed for the New Year Holiday on January 2nd 2017.

LEAF MACHINE WILL BE IN OPERATION STARTING OCTOBER 1ST THROUGH 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.

Notice: THE DECEMBER 27, 2016 REGULAR COUNCIL MEETING WILL NOT BE HELD DUE TO THE CHRISTMAS HOLIDAYS.

COMMITTEE REPORTS

Councilwoman Phillips-Lowe reported that there is no fire report at this time. In the Police Department, the Criminal Investigation Division (CID) assisted the Delaware State Police (DSP) PACE unit and arrested an individual for possession of heroin on November 22; continuing the investigation, a search warrant was executed by DSP PACE unit and CID in Sussex Manor Trailer Park, south of Blades, recovering a total of 853 bags of heroin in addition to \$731.00 USC in suspected drug money and one loaded revolver hand gun. On 11-30-16, a prostitution operation was conducted in the Front St., Market Street and Arch Street areas. Seaford CID along with Georgetown Police Dept. and Delaware State Police Troop #5 were involved. Three male subjects were arrested for soliciting prostitution, then arraigned and released. Also on 11-30-16, A Squad officers stopped a 2006 Jaguar vehicle. Investigation revealed the operator was wanted out of Justice of the Peace Court #4 and was taken into custody. A search of the vehicle and the suspect revealed 81 bags of heroin, 20.6 grams of marijuana, and a 375 magnum handgun with ammunition. The subject was committed to the Department of Corrections in lieu of \$52,401.00 cash only bond. The vehicle was seized. CID is currently working on investing a robbery that happened at the Days Inn on 11-18-16 at 1:30 a.m.

The 911 calls for November include 804, 911 calls, 517 cell calls, 2648 admin calls, and 104 VOIP CALLS. Calls for Service for November 2016 include, 1076 police calls, 272 EMS, and 74 fire. Lt. Bohn and Corporal John Wingate attended legal updates at the DSP training academy. Sgt. Little and Sgt. Miller completed a week long LEEDA Supervisors class at the Dover Police Department. CID recovered during the week: 28 bags of heroin, two grams of crack cocaine, and 10 grams of marijuana with arrests. Squads recovered another 205 bags of heroin, several oxycodone pills, 1.6 grams of powder cocaine along with 31 grams of crack cocaine. Several arrests were made.

The 2016 year-end report from the Fire Department concluded that it was a good year for the fire department. As of 12/12/16 the department had answered just under 630 fire/rescue calls for service, ranking them again in the top 3 busiest companies in Sussex County. Including surrounding areas that they supply mutual aid to, SVFD has responded on 14 house fires this year. Like most volunteer organizations, finding new membership is a struggle. Almost every volunteer fire organization in Delaware has noticed a decline in membership over the past few years, and are seeing the result with fewer and fewer members responding to answer calls. Understanding that this is a growing concern, the SVFD created a "membership review" committee. The committee was tasked with evaluating SVFD bylaws and operations to see if there are ways we can improve. The committee evaluated the membership turnover rate over the past 10 years, the increase in call volume, new training requirements, and other issues pertaining to the membership. The conclusion was made that several factors are contributing to a lack of volunteerism. With cultural changes over the past 20 years, more families rely on a dual income, making it hard for an individual to balance work, childcare, and volunteering. With training standards being passed down at the federal and state level, training requirements for firefighters are increasing, making it more time consuming to obtain classes needed to be a firefighter. The decrease in manpower, coupled with the increasing cost to run a fire agency in compliance with safety standards set forth by the NFPA, is putting volunteer fire companies in a difficult position. Fortunately, this department realizes that times are changing, and is trying to make necessary changes to maintain a high level of fire protection to the citizens of Seaford. SVFD currently employees ten FF/EMTs that work a rotating 24 on 72 off schedule. Having employees in the station to supplement our fire staffing, has greatly improved the ability to answer calls for service as fast as possible, with trained personnel.

SVFD EMS is also wrapping up another great year. The EMS units have responded to roughly 3,223 calls for service. EMS units transported patients on 2,743 of the dispatched calls. The ambulance transported the vast majority of patients to Nanticoke Hospital; however, also sent patients to Beebe Medical Center, Milford Memorial, and PRMC. As like many other agencies around, with the prevalence of heroin, Seaford has experienced an increase in calls for subjects that have overdosed. So far this year, they are approaching 70 calls just for overdoses. They have used Narcan, the drug that reverses side effects of opiate abuse, over 20 times. This does not count the amount of times that Narcan was administered by a bystander, or Paramedic prior to Seaford EMS arrival. As mentioned before, In May 2016, SVFD identified a need for a paid EMS Supervisor. Through a long process, Jason Hudson, a current employee of SVFD, was selected to be promoted to EMS Supervisor. Supervisor Hudson now handles the administrative tasks and oversees all day to day operations of the EMS division. The EMS supervisor position allows us to have four employees working during the day-time. This gives SVFD the ability to fully staff two ambulance during the day, Monday-Friday. Our response times for Second Emergencies have decreased dramatically, and service to the citizens of Seaford has improved. SVFD also placed a new ambulance in service mid-year. They now have a total of three ambulances that are in service. SVFD EMS is only getting busier as the days go by. With the new construction of developments and medical facilities, they are doing

their best to adapt to the needs of the community to assure they can provide the service of those who may need it.

This fall, the Wilmington Fire Department suffered a great tragedy. In an early morning house fire, three firemen were killed in the line of duty while searching for subjects reported trapped inside the home. During the fireman funerals, SVFD wanted to show a small token of appreciation, and sent an ambulance to cover calls in the city while their members mourned the loss of their brothers. SVFD ambulance A87 ran out of Wilmington fire station 1 for a total of 16 hours. The officers of the Seaford Volunteer Fire Department, would like to say thank you to the City of Seaford for their continued support. We look forward to working alongside the City in the future, with the goal of providing the best possible public safety organization to its citizens.

Councilman Mulvaney reported that in the Public Works department personnel has worked on street sweeping, leaf and limb pick up, meter readings, hanging pink tags, disconnects, collecting state water samples, barricades for events, property clean ups and equipment maintenance. Highlighted tasks the past two weeks include the heavy leaf machine activity, and repairs made to several service leaks. The Route 13 Water Main Bore Project contract was awarded to George and Lynch.

In the Wastewater Treatment plant, performance remains good and Leachate treatment is performing well. A concrete containment curb was poured at the primary end for Leachate control. A small fire occurred in the belt filter press control panel but was quickly extinguished, but resulted in a new transformer being installed with some new wiring.

Tasks in the upcoming weeks include the East Ivy storm drain replacement project, with some tree removal by the contractor, replacing the second man hole frame and cover on Water Street and the final two-week operation of the leaf machine concluding on December 31st.

Councilwoman Peterson reported that the Parks department staff completed the Gateway Park winterizing as well as all of the irrigation systems and the fence area on Delaware Avenue and a lot on High Street were cleaned up. They also did the clean up from 1st Saturday and the Christmas Parade.

In the Recreation department, this is the first week of youth wrestling with 13 children. The youth basketball team has a total of 160 children, with 5 teams of 6-8 years of age, 7 teams of 9-10 years of age, 6 teams of 11-13 years of age to make up the 160 players.

In the Code department, Building Official Josh Littleton reported that he attended a Construction Coordination, and Staff meeting. Also, the hearings for Planning and Zoning and Board of Adjustment. He continues to work on Standard Design Specification drawings and zoning ordinance revisions. He and the Code Inspector attended a Code Training Seminar in Dover. Josh, also, completed building and site plan reviews and reports that Smith's Cafe Restaurant Fit-out on Sussex Hwy. is 80 % completed.

Councilman Henderson reported that Electrical Engineer Rick Garner provided engineering & technical support for the Pine St. Substation and the Solar Array projects. Rick coordinated with a vendor regarding SCADA upgrade project. He also provided troubleshooting analysis for a SCADA communications issue. Rick is currently preparing his year-end reports. He attended several general meetings including a Solar Array Project progress meeting.

Superintendent Bill Bennett reports that personnel engaged in multiple construction activities including work at Residence at Riverplace where they made up elbows and terminators. The house meter was energized on the apartment building and worked with the contractors on the City solar project. The department also made the connections for the new GOABS at Middleford Rd & Poplar St and commissioned it into service, hooked up the last section of the old North building at Meadowbridge, worked on circuit 330 and also set the timers for all of the Christmas lights. Bill Bennett also attended a solar array progress meeting.

Councilman Holland reported that the Administrative department worked on the OpenGov platform, processing general ledger reconciliations and reported that all other business is routine including; financial management, payroll & benefits, purchasing, billing, customer service, etc.

In Information Technology, various IT calls for service were made as well as troubleshooting connection issues w/Network & Internet, research into Security Cameras/Fiber and worked through Solar Array interface.

The City received notice that the Asset Management Grant through DNREC SRF was approved and will proceed in 2017. Multiple meetings were attended by Administrative staff and the IT manager including several discussions with staff and vendors regarding fiber optic and surveillance camera deployment planning for the solar array and Pine Street Substation, the tennis working group meeting, DEMEC board meeting and Holiday event, SCSC board meeting to discuss pool operations for 2017, Cummings demo pre-bid meeting and issued minutes and addendum. The also attended Chamber of Commerce social at Heritage Shores, caroling in Gateway Park, attended City Managers meeting and the SCAT Steering Committee Meeting.

With no further comments, Mayor Genshaw called for a motion to adjourn the Regular Meeting of Mayor and Council. Councilwoman Phillips-Lowe made the motion to adjourn the Regular Meeting of Mayor and Council. Councilwoman Peterson seconded the motion. Motion so passed with all present voting in favor. The Regular Council Meeting was closed at 8:22 p.m.

/sne