

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

February 25, 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 H. William Mulvaney, III, Councilman Orlando Holland and Councilman James King. City Manager, Charles Anderson, Building Official, Mike Bailey, Director of Electric, Bill Bennett, Superintendent of Parks and Recreation, Katie Hickey, Director of Economic Development and Community Relations, Trisha Newcomer and Police Chief, Marshall Craft were also present.

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

Mayor Genshaw stated that there will be an executive session after the meeting to discuss personnel.

Mayor Genshaw solicited any changes to the agenda; there were none. He then called for a motion to approve the minutes of the Council Meeting on February 11, 2020. Councilman Holland made a motion to approve the minutes from the February 11, 2020 Council Meeting. Councilman King seconded the motion; the motion so passed with all present voting in favor.

Chief of Police Marshall Craft to introduce police recruits; Ashley Melis, Jamont Matthews, Cody Matthews and Daniel Burgos who will graduate from the 93rd DSP/89th Municipal recruit class at the Delaware State Police Academy on March 4, 2020.

Mayor Genshaw closed the Regular Council Meeting at 7:11 p.m. and opened the Public Hearing.

Public Hearing Item #1: Park Venture East LLC, located at Lot 7, Venture Drive, Tax Map and Parcel # 331-5.00-4.27 are requesting a Preliminary Site Plan Review to construct six (6) flex space units totaling 43,000 square feet.

Building Official, Mike Bailey came forward and explained that Park Venture East, LLC is requesting a preliminary site plan approval to construct six (6) flex space warehouse units totaling 43,000 square feet. Mr. Kent Peterson, the owner of the property and Mr. Ring Lardner, P.E. with the firm of Davis, Bowden and Friedel were present representing the project. There are two (2) spaces with 9,000 square feet, two (2) spaces with 7,500 square feet and two (2) with 5,000 square feet proposed in the project. There will be 95 paved parking spaces provided; the code requires 43 parking spaces. The stormwater for the site will outfall to the existing pond in Ross Business Park. There will also be water and sewer located on site. Approvals needed for the project are from State Fire Marshal, Sussex Conservation and City Engineer for the stormwater.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked if the road would be extended further? Mr. Lardner stated that it is proposed to extend the road an additional 200 feet. The City has been working with Representative Short along with GMB on the road extension design and funding. Councilman Henderson asked if the street currently falls short of the entrance? Mr. Lardner stated that it does not, however, it makes sense to extend the road but there

is not a need to extend the road to make the project work. Councilman King asked if the loading dock area was designed to be a shared area? Mr. Lardner stated that there is an open area near the loading dock and there will be plenty of turning radius for tractor trailers to be able to turn around as needed to utilize the dock. He added that the dock will be covered to keep rain out of it. Councilman Henderson asked if the dock would be elevated? Mr. Lardner stated that it will sink into the ground; the plan is to be 4-4 ½ feet into the ground.

Mayor Genshaw solicited any questions from the public; there were none.

Mayor Genshaw closed the Public Hearing portion of the meeting and reopened the Regular Meeting at 7:18 p.m.

Building Official, Mike Bailey presented the Finding of Facts for Public Hearing Item #1.

Findings of Facts:

- Project: East Park Business Center
- Owners: Park Venture East LLC
- Property Location – Venture Dr
- Tax Map & Parcel 331-5.00-4.27
- Zoning: M1 Light Industrial
- 6 flex warehouses.
- (2) 9,000 sq. ft.
- (2) 7,500 sq. ft.
- (2) 5,000 sq. ft.
- 95 paved parking spaces
- 43 required by code (1 per 1,000 sq. ft.)
- Storm water to outfall into existing pond in Ross Business Park
- Requires approvals from
- State Fire Marshal
- Sussex Conservation
- City Engineer for S.W.

Planning and Zoning made a favorable recommendation to Council.

Mayor Genshaw then called for a motion. Councilman King made a motion to approve the request of Park Venture East, LLC located at Lot 7, Venture Drive, Tax Map and Parcel # 331-5.00-4.27 for a Preliminary Site Plan Review to construct six (6) flex space units totaling 43,000 square feet as presented. Councilman Henderson seconded the motion.

Mayor Genshaw then called for a Roll Call Vote:

Councilman MacCoy voted yes based on Findings of Facts;
Councilman Henderson voted yes based on Findings of Facts;
Councilman Mulvaney voted yes based on Findings of Facts;

Councilman Holland voted yes based on Findings of Facts;
Councilman King voted yes based on Findings of Facts.

The motion so passed.

Correspondence:

There was none.

New Business

Mayor Genshaw presented New Business Item #1: Present for approval the Master Plan for the Oyster House Park project to be located along the Nanticoke River at the South end of Cannon Street (SCTMP # 431-7.00-23.00). Mrs. Trisha Newcomer, Director of Economic Development and Community Relations came forward to present the information. Mrs. Newcomer stated that Mr. Matt Spong from LAS and Mr. Randall Larrimore from the Chesapeake Conservancy were also present. Mrs. Newcomer reviewed the Master Plan Goals for the project. These include enhancing the Gateway to downtown, providing land-based visitor and water-based recreations and shoreline access. This would link well with the Chesapeake Conservancy's goal to develop paddle-in campsites along the downstream portions of the Nanticoke River. It will also offer historic education and promote tourism, stabilize the shoreline to protect water quality in the Nanticoke River and establish a native landscape. There will be boat access including a kayak launch and it will connect to the existing Riverwalk, High Street businesses, Seaford Museum with a walkable route. A visitor contact station will be offered with interpretive features to help educate the public about the significance of the River as a working maritime industry and the ecological significance of the River and its connection to the Chesapeake Bay.

Mrs. Newcomer then reviewed the time frame of the project. There was an ORPT grant awarded for the Master Plan Design for the project. In June 2019, an agreement was entered into with Landscape Architectural. On June 25, 2019, a kick-off meeting was held and on August 13, 2019 a public workshop was held. After the public workshop, there was a timeframe for public to make comments about the project and proposed plan. In December, 2019, a final plan draft was provided to the committee for review and the final draft was approved by the committee on February 12, 2020.

Mrs. Newcomer shared that the Master Plan design has not really changed since it was first presented in the preliminary phase. The project consists of a boardwalk, amphitheater, extension of Riverwalk, dock, stabilization of the shoreline and a small pavilion. It was requested to have a phasing plan provided for the project. The next step for the project would be Phase 1 that would consist of the over the water boardwalk, stabilization of the shoreline and the deck. The next phase would then include the amphitheater, the road coming off of Pearl Street and adding some connection there to the dock. Then, a small building for storage and the interpretative station would be constructed.

Mrs. Newcomer shared that in Phase 1 that is separate from the plan, the 18-inch interceptor sewer does need to be relocated that also needs to be considered.

Mrs. Newcomer then shared a video from Senator Chris Coons who spoke in support of the project and congratulated Seaford on their progress of the project.

Mr. Randall Larrimore then came forward to speak about project. Mr. Larrimore stated that this project will allow people to enjoy clean water as well as serves as a landing point. He also believes that this will encourage investments and businesses to come downtown. He added that support has been received from Representative Short and Senator Coons for the project.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman MacCoy made a motion to approve the Master Plan for the Oyster House Park project to be located along the Nanticoke River at the South end of Cannon Street (SCTMP# 431-7.00-23.00) as presented and further approve City staff to work with the consultants and the Chesapeake Conservancy to move forward with Phase 1 of the project to include the relocation of the interceptor sewer on the site in conjunction with Sussex County as presented. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business Item #2: Present for approval the recommendation of Mayor David Genshaw to appoint Mr. Scott Pickinpaugh to the Planning and Zoning Commission.

Mayor Genshaw solicited any questions from Council. Councilman King asked if this was to replace someone on the commission or extend the size of the commission? Mayor Genshaw stated that it is to extend the size of the commission. He added that there are a lot of senior members and it takes about a year to get comfortable. There is also a member that currently has their house on the market and one member has filed for City Council.

With no additional questions, Mayor Genshaw called for a motion. Councilman Henderson made a motion to approve the recommendation from Mayor Genshaw to appoint Mr. Scott Pickinpaugh to the Planning and Zoning Commission. Councilman King seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business Item #3: Present a proposal to change the practice of seasonal billing for water, sewer and electric accounts by Jeanne Sapp, Customer Service Coordinator. Mrs. Sapp stated that the City's practice for billing seasonal accounts currently varies for each account. During the non-bill periods the utility service is still available and these accounts and they are monitored for consumption. During months there is more than minimal usage, the account must be activated or the bill code units must be changed. If this occurs, a bill is also calculated and generated. Once billing for that period is complete, the services are then inactivated or the bill code units must be changed again. Also, when billing begins, readings must be reviewed and reset to capture months of less than minimal consumptions since the last billed period.

The current policy for non-seasonal accounts is to bill a minimal bill for services that are available to our customers. A non-seasonal account is billed until such time the customer requests the

service disconnected through the work order process and payment of fees, if applicable. The billing of a seasonal accounts year-round would assist in recovering our fixed costs and maintain a consistent utility billing practice. She added that there are currently 84 seasonal accounts.

Mrs. Sapp stated that she is recommending billing seasonal accounts every month the service is available, until the customer requests the service disconnected or connected through the work order process. If this billing practice is approved, these customers would be notified in writing of the billing practice changed and its effective start date.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked how this practice differs from the regular billing practice? Mrs. Sapp stated that with regular billing, as long as an account is in service and they do not request a disconnect, they are billed every month for zero consumption or more. She added for example, an irrigation meter is billed May through September. In the month of May, it is activated in the system, however, the meter was on for the whole year. The account is only billed May through September but the account is monitored throughout the year manually. It is monitored each month because if they use more than the minimal usage then they are billed for that. Councilman Henderson asked why not extend the season? Mrs. Sapp stated that each customer is different and she is always activating and inactivating accounts. Councilman Henderson asked what the fees were to connect and disconnect a meter? Mrs. Sapp stated that for electric there is no fee, for water there is a \$40.00 fee. Councilman Henderson asked if there was a monetary impact? Mrs. Sapp stated that there would be; if the meter is left on, then the customer would receive a minimal bill each month. Councilman MacCoy asked if this information would be shared on the website and online? City Manager Anderson stated that the information can be pushed out and we can use all of the media avenues. He added that it also can be added to our fee and rate schedule. Mrs. Sapp stated that she would like to notify in writing to all of the customer prior to that. Councilman King asked if there was a \$40.00 reconnect for water as well? Mrs. Sapp that there was not; just a fee to disconnect the service.

With no other questions, Mayor Genshaw called for a motion. Councilman Holland made a motion to approve the change in current practice of seasonal billing for water, sewer and electric accounts as presented. Councilman King Seconded the motion; motion passed with all voting in favor.

Mayor Genshaw presented New Business Item #4: Present for approval a proposed informational flier regarding voter registration and important dates for the upcoming Municipal Election to be held on April 18, 2020 from 7:00 a.m. until 3:00 p.m. to include the number of fliers provided to each candidate filed for the election. Ms. Torbert, City Clerk stated that at the last City Council meeting, information was shared regarding the upcoming Municipal Election. An informational flier was shared with the group that provided information about the election including how to register to vote as well as a map of the City boundaries.

Staff is proposing to provide a PDF version to each candidate running for office. It would also be stipulated that the information that is provided cannot be changed or manipulated in any way if used by the candidate. There will be translated versions of Spanish and French-Creole that will be completed by the staff at the Police Department.

Mayor Genshaw solicited any questions from Council. Councilman King asked if there was any information included about the Senior Center outreaches? Ms. Torbert stated that there is not; it was her understanding that event was for their members only; not a public event. She added that it does state on there that accommodations can be made by contacting herself at City Hall. This would mean that we would go out as requested to a residence if needed. Councilman MacCoy asked if each version of the different languages would be provided to the candidates? Ms. Torbert stated that they would; the information will be given to the employees at the police department to translate. That would be completed based on their work schedule and as time allows. Councilman Henderson asked when it was expected that they would be available? Ms. Torbert stated that would depend on the hours that the staff at the police department is working.

He then called for a motion. Councilman MacCoy made a motion to approve the production of an informational flier regarding voter registration for distribution to the public and make the PDF available to the candidates running for City Council or Mayor as presented. Councilman Holland seconded the motion; motion so passed with all voting in favor.

Mayor Genshaw presented New Business Item #5: Update by Katie Hickey, Superintendent of Parks and Recreation, regarding Riverfest 2020. Ms. Hickey reviewed the sponsorships that were received since 2010. After reviewing the figures, it showed that in 2012 the most sponsorships were received in the amount of \$19,929.00. She then reviewed the vendors from years 2013 through 2019. In 2013, the event had the most vendors which was 115 and in 2017, there was the least number of vendors which was 46. She noted that in 2017, the event was downsized from two days to one day so that could have contributed to that number. Ms. Hickey then provided the number of committee members from years 2010 through 2019. In 2010, there were 35 committee members and the numbers have decreased; there are currently 20 committee members. She also added that of that number, many have been involved for 15 years. Ms. Hickey shared the financial information from 2010 through 2019. Through the years, the event has had a loss for five years and a gain for five years. However, overall, the event has had a lost of \$3,554.13 since 2010.

Ms. Hickey provided an overview of the event. Riverfest is a well-known event in the area. Attendance for the Float-In and Children's area has increased. However, the attendance at the pageant and fishing tournament has decreased. The number of committee volunteers and events are also decreasing over the years. The revenue for the event has also fluctuated over a ten-year period. Currently, there is \$11,538.03 in the account for the event.

Ms. Hickey then asked the Council for them to think about how the event moves forward. City Manager Anderson added that the committee meets monthly and is always looking for additional volunteers. If there are any suggestions for the event, he stated that you can reach out to Katie directly. He added that due to the reasons discussed, the event may look different this year than it has in the past.

Mayor Genshaw solicited any questions from Council. Councilman MacCoy asked if someone was interested in being on the committee, who would they contact? Katie stated that they can reach out

to her directly. Mayor Genshaw added that this committee is not an appointed committee like others are.

Mayor Genshaw presented New Business Item #6:Bids – Used Christmas Lights. Mr. Bennett stated that at the request of the City Council, there were 22 old Christmas lights offered for sale to the public by sealed bid. There were no bids received for the lights.

Mr. Bennett is proposing to offer the lights for sale to the general public for a cost of \$50.00 per light on a first come basis until April 15, 2020. After that date, any remaining lights will be salvaged for the scrap value.

Anyone who is interested in purchasing a light can contact Tracy Torbert at City Hall to pay for the light and Mr. Bennett will make arrangements for pick up.

Mr. Bennett stated that to get the word out to the public, he would like to advertise on social media, constant contact and run one ad in the newspaper.

Mayor Genshaw asked for any questions or comments from Council; there were none. He then called for a motion. Councilman Holland made a motion to approve the sale of used Christmas Lights for \$50.00 each until April 15, 2020 and any remaining after that date will be disposed of and recycled. Councilman Mulvaney seconded the motion; motion so passed with all present voting in favor.

OLD BUSINESS:

There was none.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

- DE League of Local Governments, February 27, 2020 at Maple Dale Country Club in Dover starting at 6:00 p.m.
- SCAT Meeting, March 4, 2020 at Laurel Fire Hall starting at 6:00 p.m.
- Planning Session, February 28, 2020 at Seaford District Library starting at 8:30 a.m.

CITY OF SEAFORD

Municipal Election – April 18, 2020

The City of Seaford Municipal Election will be held on Saturday, April 18, 2020 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.

One (1) Mayor will be elected for a (2) year term

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 28, 2020. 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 28, 2020 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 27, 2020.** 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 18, 2019) 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:

Mayor David Genshaw has filed for re-election as Mayor

Councilman James King has filed for the position of Mayor

Councilman Dan Henderson has filed for re-election to Council

Mr. Alan Cranston has filed for the position of Council

Mr. Jose Santos has filed for the position of Council

COMMITTEE REPORTS

Councilman MacCoy reported on Public Works & WWTF.

Past two weeks:

Public Works:

- Replacing stop signs throughout the city
- Installed rebuilt cylinder on JCB
- Started sanding soda ash system at Dulany to repaint it.
- Installed speed bumps at Williams pond park
- Picked up a lot of big piles from the storm that blew through.
- Installed wall mounts on al 42 Herring Ridge water meters
- Boarded up two properties for code.
- Rt. 13 water main bid opening
- Working on budget and evaluations.
- Attended multiply meetings Safety meeting, Contract 4 progress, substation storm drain project,
- 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

- Plant performance is good
- We HAVE compost to sell
- Leachate treatment going well but less
- Septage is down
- No major equipment maintenance needed

Upcoming two weeks:

Public Works

- Work on replacing signs
- Get Arbutus well running
- 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

Councilman Henderson reported on Fire, Police and EMS.

Seaford Volunteer Fire Department, Inc.

Report from President Matt Read:

The board has recently voted to change the Department's EMS billing service. With hopes of improving its return percentage the board selected the firm DMMS to replace their current provider Advantage. Of the 1.7 million dollars in annual EMS billing approximately \$731,000, or 43%, is collected through the current service. Upon completion of some negotiations the transition should be taking place within the next 2 -3 months.

The newly formed Building Utilization Committee is considering the feasibility of constructing a second floor addition above the existing ambulance bays.

The Department is also considering installing a Station Alerting System. This system would broadcast alerts through targeted portions of the building.

Notes from SVFD Fire Chief John Wilson's report (content edited for style):

Alarms to Date (2/24/2020)

Fire / Rescue - 111

EMS - 477

Significant Calls:

2/22/20 (Out of City) – Motor Vehicle Crash – Federalsburg Highway and Atlanta Road. Tractor/Trailer Overturned

2/23/20 (In City) – Carbon Monoxide Incident – 805 Woodland Mills Drive – High Levels of CO-Ventilated and referred to Chesapeake Gas

Apparatus:

Engine/ Tanker 87 is Out of Service for DOT Inspection

EMS:

STILL ACTIVE: Job posting for (1) Emergency Medical Technician / Firefighter Position with a closing date of March 15, 2002

Training:

Wednesday, March 4 – 1900 Hours – Forcible Entry

Wednesday, March 18 – 1830 hours – DEC Electrical Safety

Attended:

City Volunteer Appreciation- Friday, February 21

City Prayer Breakfast – Saturday, February 22

Toy and Train Show:

Saturday, February 22 – Sold out show and was supported well by the community and patrons.

Councilman Henderson added that the SVFD Ladies Auxiliary recently celebrated 85 years of service.

Seaford Police Department

Police Activity during period of **Monday February 10, 2020 - Sunday February 23, 2020** as reported by Chief Marshall D. Craft, Jr. (content edited for style).

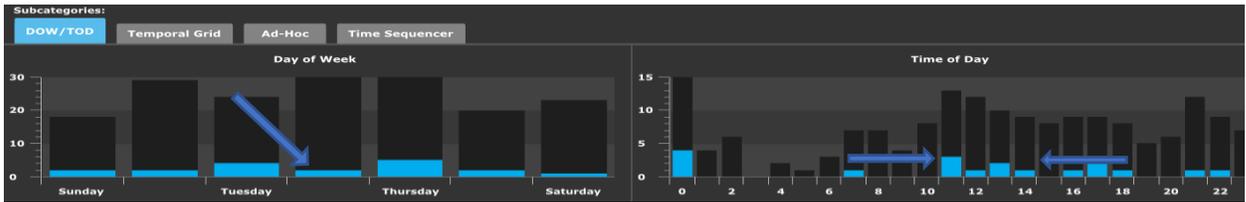
INCIDENTS	2020 YTD	2019	2018
All crimes	814	6,619	4918
Drug Crimes	35	249	390
Overdose	4	25	23
All Traffic Contacts (E-Tickets)	1,009 (222)	7,819 (1,782)	6387 (3,617)
All DUI	2	42	52
All Crashes	74	584	533
False Alarms	70	494	333

Criminal

- All complaints: 174 (18 defendants: 16 adult & 2 Juvenile)
 - Felony: 10
 - Misdemeanor: 33
 - Violations: 8
 - Civil: 2
 - Other: 121
- 88.5% Clearance Rate (overall)
- Wednesday and Thursday from 0700-2400 hours (overall crime)
- The below chart shows data for overall crime during this reporting period:



Additional Crime Data below: There were a total of 18 **complaints** consisting of Aggravated Assault, Assault, Extortion, Theft complaints, Rape and Weapons, excluding shoplifting: (39% clearance rate during this reporting period. Most occurred on Thursday from 1100-1800.)

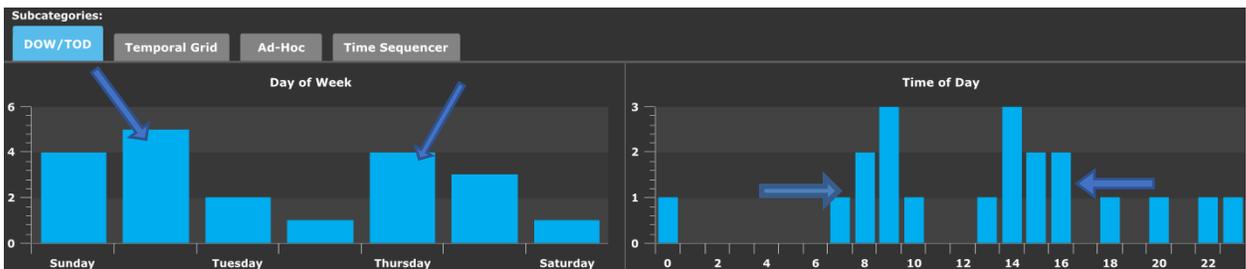


Drug Complaints:

- Drug Crimes: 11
 - Adult Arrest: 9
 - Juvenile Arrest: 0
- Prosecution Declined: 2
- Search Warrant(s): 0
- Overdose: 2 (0 resulting in death)

Traffic

- Citations: 216 traffic contacts resulting in 103 citations
 - 3 Careless or Inattentive and 15 Cell phone violations: (3 were accident related)
- DUI: 1 (0 accident related DUI's)
- Crashes: 20
 - Injury: 2
 - Non-Injury: 18
 - Hit & Run: 3
 - DUI related crash: 0
 - Mon and Thu from 0800-1600 Hours (**See Crash chart below**)



Significant Events:

2/12/20, Defendant Two Jean-Baptiste stabbed his mother several times and physically punched and kicked her in the face while in the parking lot of Nanticoke memorial Hospital. Baptiste fled the scene and was apprehended a short time later on the doc at the Manor House. Baptiste was originally charged with Assault 1st and related charges per DOJ. These charges may be increased to Attempted Murder at the next Grand Jury. #71-20-1233.

2/13/20, Two Victim's reported they had initially received threatening messages on snap-chat from the name 'Yea Woody' demanding \$700.00 in USC. Investigation revealed the suspect used various online names and several means of communication in an attempt to get money from the victims. Investigation revealed 'Yea Woody' is Suspect Terrance Woodlin, BMN22. As a result, warrants were obtained and on file at the department. #71-20-1252.

02/14/20, Officers responded to Whispers for a report of 'shots fired'. Defendant was arrested for Reckless Endangering 1st. and related charges and committed to SCI in default of secured bail. Investigation revealed Harding was refused service, went to his truck, removed a shotgun and fired one round of buckshot into the entry door before fleeing the scene. A BOLO was announced, DSP located Harding's vehicle and he failed to stop at command. Harding was eventually apprehended and TOT SPD. He was later incarcerated

2/19/20, Death Investigation was conducted on S. Porter St. Seaford. Victim, WMN36, was found unresponsive and not breathing in her bedroom. Victim was pronounced deceased at the scene. ME responded and the case is pending a toxicology report for cause of death. #71-20-1406.

2/17/20, Officers responded to Kiwanis park for an apparent Overdose. Victim, WMN45, was located unresponsive, Narcan was administered and CPR was performed until EMS arrive as took over. Victim began breathing and was transported to NMH. #71-20-1356.

2/18/20, Officers responded to E. King Street for a disorderly subject at Code Purple. Upon arrival, officers contacted Brittany Moran, WF24. She was combative, resisted arrest by biting, kicking and spitting on officers. Response to resistance report completed. Further investigation revealed she was in possession of marijuana. Arrest adult. #71-20-1401.

Admin

- 02/10- Director Meeting/Liaison Meeting- Chief
- 02/10- Seaford School Dist. Meeting (COPS Grant discussion)-Chief / SRO Justice
- 02/11- DE Chiefs Meeting- Chief
- 02/11-Council Meeting- Chief
- 02/12-Staff Meeting- Chief
- 02/13- Budget review- SPD Staff
- 02/13-Econmic Dev. meeting- Chief attended with members of City Hall, Mayor and Council
- 02/14-Optimist Club meeting at SPD- Chief
- 02/18- Meeting at EOC with DSP Communications manager ref. City roadway jurisdiction- Chief
- 02/18-Sussex County Chiefs Meeting at EOC-Chief
- 02/21-Volunteer Luncheon at Library- Chief attended with City Hall, Mayor Council and others
- 02/21- Meeting with Square One-Chief

- 02/22- Unified Seaford Breakfast at St. Johns - Chief attended with City Hall, Mayor Council and others.

Training

- Began 'Take Care Delaware' Training for departmental members

Event:

- 02/11- Safety Meeting- SSgt. Sterner
- 02/19-Sussex Tech Career Tech Ed - Lt. Little and SSgt. Sterner
- Article published in 'The Journal of School Safety' Spring 2020 regarding Delaware District Partners (Seaford SRO and Georgetown SRO) promoting Bike Safety in our schools.

Delaware Districts Partner to Promote Bike Safety

In efforts to promote bicycle safety and provide needed resources, the Georgetown and Seaford Police Departments in Delaware have partnered with AAA Mid Atlantic. The partnership comes after School Resource Officers assigned to the Georgetown and Seaford Police Departments noticed many of their middle-school bicyclists riding to school not wearing helmets.

Detective Joey Melvin of the Georgetown Police Department and Detective Tyler Justice of the Seaford Police Department are both assigned as full-time School Resource Officers in the Indian River and Seaford School Districts. With guidance from Delaware Office of Highway Safety,

Detectives Melvin and Justice communicated with AAA, who graciously supported this initiative. AAA Mid Atlantic has provided both agencies with 40 bicycle helmets and bicycle locks, which will be

presented to student cyclists by Detectives Melvin and Justice at their middle schools.

As police officers, we see a lot of children riding bikes in the community without proper head protection. It's my hope that we can start to change that by providing helmets to the students who ride their bikes to school every day. The officers commented "It's evident by looking at the bike rack, that many students use bicycles as transportation to their school. While it's great to see student cyclists, the rarity of seeing my students wearing helmets is always a concern."



Councilman Mulvaney Reported on the Electric Department

Since the last report

Crew

Collected pole data for the GIS system and renumbered poles.

Performed monthly substation checks.
Greg Brooke took week 5 of 8 for lineman training.
Started working in Ross substation upgrading the meters.

Director

Had my council liaison meeting.
Had a directors meeting.
Had a staff meeting.
Worked on FY21 CIP for the planning session.
Worked on FY21 budget.
Worked on annual employee evaluations.
Took Jordan Marvel up to the council meeting to introduce him.
Had a meeting with Charles, Trish, DEMEC and DeLorean about battery storage.

Upcoming Weeks

Replace the meters in Ross Substation.
Continue changing the lights on Sussex Highway to LED.
Continue remarking poles from the distribution circuit changes.
Continue collecting the data for the GIS system.
Attend the DeIDOT utility summit.

Councilman Holland reported on Administration:

MEETINGS:

- ✓ Attended a meeting regarding the master plan for the Oyster House Park project.
- ✓ Attended the SCAT dinner and steering meetings.
- ✓ Attended the DEMEC board meeting.
- ✓ Attended the Industrial Park buffer meeting with area residents.

OTHER WORK:

- ✓ Prepared the City Council agenda.
- ✓ Worked on the 2020 Planning Session.
- ✓ Worked on evaluations.
- ✓ Attended the bid opening for the Rt 13 water project.
- ✓ Attended the Volunteer luncheon.

Information Technology Report:

- Sec. Cam. Project – Installed Host Server in Rack (Working with AMP to finish Config)
- Network Reconfigure Project – Working with AMP to config Host 3 Set Up new Wireless Aps at PD, Fixed and Updated in-car camera connections
- Budget – Gathered and provided quotes and estimates for budget
- PD IT Room - Installing and Running Cable at PD for MVRS Antennas, Security Cameras, & Monitor for Officers Room

- Working with Telewire on phone system move
- Working on Safety Council Questionnaires

Administration Report for Council –

- Begin preparations for FY'21 Budget.
- Attend conference call with the Compensation Study Consultant.
- Attend DEMEC board meeting.
- Work on planning session presentation.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman King reported on Code and Parks and Recreation.

Code Department Report:

Building Official Mike Bailey reports that the Code Department is doing routine inspections for on-going projects, violation inspections throughout the city and performing plan reviews for new permits.

The Code Dept. has issued 64 permits and 560 Rental Licenses as of February 25th 2020. (Invoices have been mailed out for the rentals that did not apply for the license. There are 14 outstanding rental invoices.) (1,608 individual Units)

Large Project Statuses:

- Wawa – Site work started.
- Our Lady of Lourdes Church – insulation done, drywall going up.
- Herring Ridge – All building are up. Curbing installed.
- Melanies Ridge – Site work has started.
- Mearfield 2-Permits for two buildings issued.

Parks & Recreation Departments Report:

Superintendent of Parks and Recreation Katie Hickey reports that the Parks Department has completed routine jobs including mulching, spraying, grass cutting, trash pick-up and work orders.

- Completed work order for Dutton Ave. for trash.
- Signed up a total of 75 kids for Spring Soccer.
- Met with Fred Wothers about fixing some bricks in Gateway Park.
- Put up a fence at Arbutus Ave.
- Basketball Championships were held on 2/19&2/20. The 6-8 & 9-10 champs were undefeated.
- Refurbished and re-installed bench on the East Side of Riverwalk.
- Completed maintenance on tractors for the upcoming season.
- Mike, Luke & Bobby completed a Turface Field Maintenance Webinar.
- Katie also attended various meetings and workshops.

Mayor Genshaw called for a motion to close the Regular Council Meeting and go into Executive Session to discuss personnel. Councilman Henderson made a motion to close the Regular Meeting. Councilman MacCoy seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 8:12 p.m.

Mayor Genshaw reopened the Regular Meeting at 8:30 p.m. and called for a motion to close the Regular Meeting. Councilman MacCoy made a motion to close the Regular Meeting. Councilman Holland seconded the motion; motion so passed with all voting in favor. The Regular Meeting closed at 8:33 p.m.

Charles D. Anderson, City Manager

/tnt