

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

April 13, 2021

7:00 P.M.

Mayor Genshaw called the formal Real Estate Tax Appeals Hearing to order at 7:00 p.m.

Mr. Eric Piner from PTA/DELVAL was present to hear the appeals.

City Clerk Tracy Torbert came forward to read an appeal from Mr. Drew Ward of Sussex Ventures, LLC that was submitted.

Mr. Ward wrote: My company, Sussex Ventures, LLC purchased tax parcels 4-31-6.00-3.00 (105 High Street), 4-31-6.00-4.00 (102 New Street) and 4-31-7.00-9.00 (105 New Street) last year. The total purchase price (\$405,000) was significantly lower than the property tax assessment currently of record with the City of Seaford. Please consider this as a formal request to reduce the property tax assessment for the three properties to be in line with the recent sale price.

Please contact me if additional information or documentation is needed.

With no further property tax appeals to be heard, Mayor David Genshaw called the Regular Meeting to order at 7:05 p.m. with the following present: Councilman Jose Santos, Councilman Dan Henderson, Councilman Orlando Holland, and Councilman James King. City Manager, Charles Anderson, Director of Economic Development and Community Relations, Trisha Newcomer, Director of Electric, Bill Bennett, Director of HR & Finance June Merritt, Katie Hickey, Supt. of Parks and Recreation and Director of Public Works, Berley Mears were also present.

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

Mayor Genshaw solicited any changes to the agenda; there were none. He then called for a motion to approve the minutes of the Regular Meeting on March 23, 2021. Councilman Henderson made a motion to approve the minutes of the Regular Meeting on March 23, 2021. Councilman King seconded the motion. The motion so passed with all voting in favor.

Mayor Genshaw called forward Senator Stephanie Hansen, Representative Daniel Short and Mr. Marcus Wright representing Senator Coons office. Metropolitan DC Police Officer Carter Moore was then called up to be recognized for the work he did on January 6, 2021 during the U.S. Capitol attack.

Bill Bennett, Director of Electric and Kimberly Schlichting, DEMEC COO – SVP Power Supply came forward to award Nick Smart and Greg Brooke the DEMEC 2020 Mutual Aid Award for their assistance during Hurricane Isaias.

**Correspondence**

There was none.

**New Business**

Mayor Genshaw presented New Business Item #1: Bids – Emergency Generator Maintenance. Director Mears shared that one bid was received from our current vendor, Premium Power Services, LLC in the amount of \$4,977.00. He has been very pleased with their services and is recommending to award them the bid.

Mayor Genshaw solicited any questions from Council; there was none. He then called for a motion. Councilman King made a motion to award the Emergency Generator Maintenance bid to Premium Power Services, LLC in the amount of \$4,977 as presented. Councilman Santos seconded the motion.

Mayor Genshaw then asked for a roll call vote:

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

The motion so passed.

Mayor Genshaw presented New Business Item # 2: Bids – Cleaning Services. Director Bennett shared the bid tabulation showing six bids being received. The low bidder, R-N-R Enterprises is the current vendor. During their three-year contract, the City has experienced numerous issues relating to their services. Due to these issues, their pay has been deducted twice along with numerous phone conversations, text messages, verbal conversations and written warnings.

During the current contract, the floors at the Utility Building have not been maintained clean and the windows have not been cleaned as specified in the bid. The contact representative from R-N-R Enterprises has not been in communication with the building representatives assigned by the City as specified.

The references listed in the bid for DSS Services, Inc. were contacted and gave a favorable recommendation. They shared that the company provides excellent services with great communication skills. They added that they would recommend the company for cleaning services.

As the COVID-19 pandemic continues, it is important to have our facilities clean for the safety of our staff and those that come into our buildings.

Due to the performance of the current vendor, Director Bennett recommends that the bid be awarded to the next low bidder, DSS Services, Inc. in the amount of \$38,456.08.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked if this was termination of the bid or if the contract will be ending? City Manager Anderson replied that the bid contract is due to end on June 30, 2021 so this is a rebid for the contract. Councilman Santos asked if anything was known about Interstate Commercial Maintenance Service Corporation since

their price was close to the second low bidder. City Manager Anderson answered that the City has never dealt with them in the past.

Mayor Genshaw then called for a motion. Councilman Holland made a motion to award the Cleaning Services bid to DSS Services, Inc. in the amount of \$38,456.08 as presented. Councilman Santos seconded the motion.

Mayor Genshaw then asked for a roll call vote:

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

The motion so passed.

Mayor Genshaw presented New Business Item #3: Bids – Clean Up Week. Director Mears presented the information showing the two bids that were received. The low bidder, Waste Industries has provided the services for Clean Up Week in the past and done a great job. Director Mears recommends to award the bid to Waste Industries for the estimated amount of \$23,400.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman King made a motion to award the Clean-Up Week bid to Waste Industries in the estimated amount of \$23,400 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #4: Bids – Sports Complex Sidewalk Extension. Supt. Hickey came forward to present the information. Ms. Hickey explained that two bids were received with ECM Corporation being the low bidder in the amount of \$32,000.00. The funds for this project are part of the FY21 Parks Capital Budget and will be partially funded by the Delaware Outdoor, Parks, Recreation and Trails program grant. Ms. Hickey is recommending the bid be awarded to the low bidder.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked how many feet of sidewalk would be extended. Ms. Hickey replied that she believes it is about 4,000 square feet.

Mayor Genshaw then called for a motion. Councilman Holland made a motion to award the Sports Complex Sidewalk Extension bid to ECM Corporation in the amount of \$32,000 as presented. Councilman Henderson 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #5: Bids – Sports Complex Fence. Ms. Hickey shared that there were six bids received with Nanticoke Fence being the low bidder in the amount of \$19,713.00. The funds for this project are part of the FY21 Parks Capital Budget and will be partially funded by the Delaware Outdoor, Parks, Recreation and Trails program grant. Ms. Hickey is recommending the bid be awarded to the low bidder.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman Holland made a motion to award the Sports Complex Fence bid to Nanticoke Fence in the amount of \$19,713 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #6: Present for approval Ordinance #2021-A1 for the annexation of Tax Map and Parcels #331-5.15-6.00 & 6.01; Ross Street, Seaford, DE 19973.

City Manager Anderson explained that this is the final step in the annexation process for this annexation. Should Council adopt this Ordinance this evening, the Ordinance will be advertised and be recorded at the Recorder of Deeds to then become effective.

City Manager Anderson reviewed Ordinance 2021-A1 that was included in the packet.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman Santos made a motion to approve Ordinance #2021-A1 for the annexation of Tax Map and Parcels #331-5.15-6.00 & 6.01; Ross Street, Seaford, DE 19973 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #7: Present for approval a Delaware Clean Water and Drinking Water State Revolving Fund Loan application in the amount of \$1,429,614 for the Route 13 North Sewer Extension project and permit the City Manager to execute the application for funding.

Director Mears shared a photo of where the work will occur which includes the area from Duck In Car Wash north to the branch before the Dolby property. This project would install approximately 4,220 feet of 12" and 440 feet of 8" gravity sewer main to the south side of the branch to serve annexed but largely undeveloped areas along Sussex Highway. This would provide sewer service to all annexed properties along the east side of Route 13. There was approximately 4,300 feet of water main extended this past year in a separate project. At this time, there is water available up to the branch. A separate project that is estimated to be \$395,335 would take the water service up to the Dolby property. The engineering estimate for the sewer main installation is \$1,429,614.

Director Mears explained that he is looking for approval to submit an application for funding this evening. At this time, it is not known what the final loan amount would be.

Mayor Genshaw solicited any questions from Council. Councilman King asked what this would do for the southbound properties; would they be able to boar under the roadway to tie into this? Director Mears replied that there is always a possibility to boar under Route 13. However, it is not the best option and is probably the most expensive option. He added that DelDOT does not really like for us to take that option. He further explained that it is hoped to extend the sewer main down on the South bound side once Sunrise Motel and Lakeshore Motors are connected to the sewer system.

Mayor Genshaw asked for any additional questions; there were none. He then called for a motion. Councilman King made a motion to approve the Delaware Clean Water and Drinking Water State Revolving Fund Loan application in the amount of \$1,429,614 for the Route 13 North Sewer Extension project and permit the City Manager to execute the application for funding 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #8: Present for approval a Customer Advance Agreement with Chesapeake Utilities Corporation to extend natural gas service to the Western Sussex Business Campus.

Director Newcomer came forward to present the information. Director Newcomer explained that this agreement is for the purpose of furnishing gas service to potential customers near the area. The service will be tied into existing gas main on Herring Run Road and approximately 1,960 feet of approach main. The service will tie into newly installed approach main and install approximately 1,700 feet of development main into Western Sussex Business Campus. The agreement also includes a single service and meter to the planned first building within the Business Campus.

Director Newcomer shared that the cost to the City would be \$89,844 with a required contingency of \$11,600 should unforeseen circumstances increase the service extension cost to the Company, to cover the difference of the cost of the extension. The total advance cost for the project would be \$101,444.

The City would be required to make available utility easements on our property. If the advance exceeds costs; a refund of the difference within 90 days of completion would be given. There is also the potential of annual refunds as new customers tie on to the gas service. Director Newcomer explained that the refunds would be for five years; after the five years, the refund option would go away.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked the source of funding; he further asked if there was a franchise agreement with Chesapeake Utilities. City Manager Anderson replied that there is a franchise agreement. Director Newcomer added that it will be paid for from the land sale proceeds. We also have the agreement with Sussex County to help fund Western Sussex Business Campus so we will apply for reimbursement.

Councilman King commented on how the repair work does not always hold when jobs are completed. City Manager Anderson explained that if work is completed on a State Maintained Road, that patch falls under the restrictions of the State. He added that the State does have very strict requirements for the cutting and patching repair. If the work is completed on a City street, it falls under the control of the Director of Public Works that is controlled by our franchise agreement. City Manager Anderson added that anytime you cut into a road, the patch is never as good as the original road.

Mayor Genshaw then called for a motion. Councilman Henderson made a motion to approve the Customer Advance Agreement with Chesapeake Utilities Corporation to extend natural gas service to the Western Sussex Business Campus 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business Item #9: Present for consideration an estimated cost from Delmarva Power to purchase the service for the property located at 22512 Sussex Highway (Sunrise Motel).

Director of Electric, Bill Bennett came forward to present the information. Upon annexation of 22512 Sussex Highway, the City contacted Delmarva Power and inquired as to the cost to buy out the electrical service. Additionally, Director Bennett estimated the City's costs to extend facilities to service the customer to be \$388,458.95.

Director Bennett explained that this cost is prohibited until there is the option to pick up more load in the area. At this time, Director Bennett is trying to find out from DeIDOT their restrictions for directional drilling under Sussex Highway to come up with a price for a second option of getting electrical service to Sunrise Motel.

Director Bennett requested that this item be tabled until he can get an answer from DeIDOT to get an estimate for another option.

Mayor Genshaw solicited any questions from Council. Councilman King asked if the reason for Sunrise Motel annexing into the City to receive City electricity. City Manager Anderson explained that they would like to expand; the only place that they have to expand on their property is over their septic system. Therefore, they are in need of an alternative for their sewer services. The City has an agreement with Delmarva Power to purchase services as they are annexed into the City.

With no other questions, Mayor Genshaw then called for a motion. Councilman Henderson made a motion to table this issue until the Director of Electric has had a chance to investigate alternative methods and pricing. Councilman King seconded the motion.

Mayor Genshaw then asked for a roll call vote:

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

The motion so passed.

Mayor Genshaw presented New Business Item #10: June Merritt, Director of Finance and HR to present for approval a recommendation pursuant to the Requests for Quotations (RFQ) received for financing of the Utility Building expansion project. Director Merritt stated that the request for quote was sent out to five of the local financial institutions. Quotes were received from two of them. Based upon the information submitted, Director Merritt recommends to secure a fixed rate loan with the Bank of Delmarva for a 10-year term at a fixed rate of 2.60%.

Mayor Genshaw solicited any questions; hearing none, he then called for a motion. Councilman Santos made a motion to approve the recommendation of June Merritt, Director of Finance and HR pursuant to the Requests for Quotations (RFQ) received from financing of the Utility Building expansion project and award the financing to Bank of Delmarva for a loan with a 10-year term and fixed rate of 2.60% 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 King voted yes.

The motion so passed.

Mayor Genshaw presented New Business #11: Present for first reading changes to the City of Seaford Municipal Code Chapter 6 Article 2, Electric Rules and Regulations; Chapter 12, City's Rights and Responsibilities in the Provision of Electric Service, paragraph (d) Master Metering and Submetering and Chapter 13, Customers Rights and Responsibilities in Accepting Electric Service, (m) Resale of electricity.

Director Bennett came forward to present the information. The City has received notification of a proposed commercial Electric Vehicle (EV) Charging Station. The City currently plans to provide electric service to this potential new electric customer. As a result of the introduction of this new technology, there are certain adjustments that are required to the current Electrical Rules and Regulations of the City of Seaford.

The City Management team has been developing a more comprehensive review of several new technologies and potential modifications related to the existing Rules and Regulations. However, this review is broader than the current single issue of Commercial Electric Vehicle Charging. This comprehensive review of new technologies is not anticipated to be completed and approved by the Council until early 2022.

To accommodate the immediate request for electric service to the proposed Commercial Electric Vehicle Charging Station, the following modifications to the existing Rules and Regulations which are sought in order for this project to move forward. The changes were outlined and included in the packet.

City Manager Anderson added that the customer is Tesla to be located at the new Wawa. He added that in this instance, it is the resale of electric which is currently prohibited previously in the Rules and Regulations. There are four methods of Commercial EV charging are outlined in the code change. This would not mean that as a resident you would not be able to install your own EV station.

Mayor Genshaw closed the formal property tax appeals at 8:00 p.m. with no one being present.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked if a solar customer could install a charging station and not connect to the City electrical grid? . City Manager Anderson replied that could be a future situation that could come into play. However, what is being dealt with right now does not include any type of solar array.

This is the first reading and will come back to the next Council meeting for approval.

Mayor Genshaw presented New Business #12: Present for approval appointments for the Board of Elections for the 2021 Municipal Elections. City Clerk Tracy Torbert came forward to present the information. Ms. Torbert explained that on November 24, 2020, the City Council approved a Charter Change that was then sent to Representative Short and Senator Richardson for support. At this time, the Charter Change has still not made it through the process to be approved.

As part of the Charter Change, it outlined the number of Election Officers (5) and members for the Board of Elections (3). Our current City Charters states that there should be five members of the Board of Elections. During the first meeting in February, there were three members appointed to the Board of Elections. Therefore, we are in need to appoint two more members to comply with our City Charter.

Ms. Torbert commented that she has spoken with Ms. Cynthia Cummings and Mrs. Stacie Speier who have both agreed to serve.

Mayor Genshaw solicited any questions or comments from Council. Councilman King asked with the election being days away, why come to Council with this decision. Ms. Torbert replied that it is needed to comply with the City Charter. She added that updates have been received as it has been working through the process and it was anticipated it being approved by this time.

Councilman Santos made a motion to approve Cynthia Cummings and Stacie Spicer to the Board of Elections as presented. Councilman Henderson 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 King voted yes.

The motion so passed.

**OLD BUSINESS:**

There was none.

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

- Extended Office Hours at City Hall on Wednesday, April 14, 2021 until 7:00 p.m. to allow people to vote by absentee ballot.
- Police Chief's Advisory Board Meeting on Thursday, April 22, 2021 starting at 7:00 p.m. at City Hall
- Ground Breaking Ceremony for the Western Sussex Business Campus on site, Friday, April 16, 2021 starting at 11:00 a.m.

**CITY OF SEAFORD**  
Municipal Election – April 17, 2021

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

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

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

Anyone eighteen (18) years of age or older who is a bona fide resident and US Citizen to be eligible to vote **must have been registered at the Seaford City Hall by 5:00 p.m., E.S.T., March 26, 2021.** A nonresident property owner to be eligible to vote must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 17, 2020) and shall have one vote **provided he or she is registered on the "Books of Registered Voters" maintained at the City Hall. Registration hours are Monday through Friday, 8 a.m. until 5 p.m. or by appointment if you cannot register during these normal business hours.**

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

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

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

#### **CANDIDATES FILED AS OF FEBRUARY 1, 2021:**

- Mr. Jeff Benson has filed for City Council.
- Councilman Orlando Holland has filed for re-election.
- Councilman James King has filed for re-election.
- Mr. Scott Pickinpaugh has filed for City Council

#### **COMMITTEE REPORTS**

Councilman Santos reported on Administration

#### **MEETINGS:**

- Participated in conference call with Smart Utility Management regarding FY22 electric budget information and Electric Rules and Regulation Code Change regarding EV charging.
- Attended several bid openings – Cleaning, Fencing Sidewalk and Clean-up Week.
- Attended the progress meeting for the Oyster House Park project.
- Attended the SCAT Legislative Breakfast meeting

#### **OTHER WORK:**

- Participated in interviews for the Parks Part-time position.
- Worked on the FY22 Budget Draft.
- Gave a tour of Several City facilities to Clay Sneed with Top Shelf entertainment.

#### **INFORMATION TECHNOLOGY REPORT:**

- Completed Phone system swap and Cleanup at Utility Building Network Room



- Cleanup at front counter and mounting barrier properly & Wire clean up.
- Installed Temp Computer for CID Viewing station until new one arrives.
- Worked on networking configuring before Body Worn Camera Project begins
- Worked with AMP on VMWare and reviewing alerts.

#### **ADMINISTRATION REPORT FOR COUNCIL:**

- Continue working on FY 2022 Budget
- Continue contract negotiation with the police department Teamsters Local 326
  - Current contract expired 06/30/2020.
  - Meeting scheduled for April 20, 2021

#### **ADMINISTRATION REPORT FOR COUNCIL (continued):**

- Attend DEMEC Board Meeting and DEMEC Finance Committee meeting
- Attend meeting with Integra Administrative Group regarding health insurance renewal
- Process multiple grant reimbursement requests
- Review applications for Customer Service Representative opening
- Continue working with AMP and IPKeys to complete the Customer Portal
- Perform utility service disconnections due to non-payment
- Prepare utility billing for March consumption
- 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.**

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

There is no report for this period.

#### **SVFD Fire Chief John Wilson's report:**

Alarms to Date (04/12/2021) (1000 HOURS)

**Fire Calls:** 220 to date (04/12/21) • 56 calls for March 2021

- 1.8 calls a day in March 2021
- 31 calls for April 2021 so far
- 2.5 calls a day so far in April 2021
- 2.1 calls per day for year 2021 total

**EMS Calls;** 1,030 to date (04/12/21)

- 301 calls for March 2021
- 9.7 calls for March 2021
- 91 calls for April 2021 so far
- 7.5 calls so far for April 2021
- 10.0 calls per day for year 2021 total

**Total Calls:** 1,250 for 2021 • 12.2 calls per day for year 2021

**Significant Calls:**

- 3/31/21; (in City) 900 W. Stein Highway, Motor Vehicle Crash with Entrapment. 4 patient (1) trapped.
- 4/11/21: (In City) 124 N. Pine Street, Structure Fire, Rear Bedroom, Under Investigation by Delaware State Fire Marshal's Office

**Apparatus:**

- Tower 87 still out of service for DOT Inspection and repair from that inspection
- Have conference call with UL about aerial certification issues this week.
- EMS o New Ambulance B87 is online and being built, hoping for July delivery date

Hiring (1) new Firefighter / EMT to replace (1) from termination. The posting is out and will close on April 15th

**Training:**

- Next Training: Wednesday, April 21, 2021, Pre-plan Walkthrough of Craig Technologies.
- 5 new members started Basic Fire Training at Delaware State Fire School – Dover on 4/10/21

**Other News/ Events:**

- 3/30/21; In-District Fire Prevention Award presented to Sussex Montessori School
- 3/30/21; Station Community Video with Cornerstone, you can find it on you tube and Facebook.
- 4/1/21; Fire Prevention Day with students at West Seaford Elementary School, Engine and Fire Prevention lesson provided.
- 4/3/21; Fire Police Assisted with Trinity 5k
- 4/7/21: Fire Prevention Day at Little Sprouts Day Care with Delaware State Fire School, Engine and Lesson provided.
- 4/11/21; Fire Police Assisted with traffic to bring home fallen firefighter
- 4/16/21; Middleford Speedway test and tune EMS standby

\*\*\*\* On 4/9/21; Sussex County Fire Service suffered a Line of Duty Death resulting in a Fire Police Officer Laura Madara from Selbyville Station 88. She was struck and tragically killed. Please keep the Selbyville Fire Company, and the Family of Fire Police Officer Laura Madara in your thoughts and prayers.



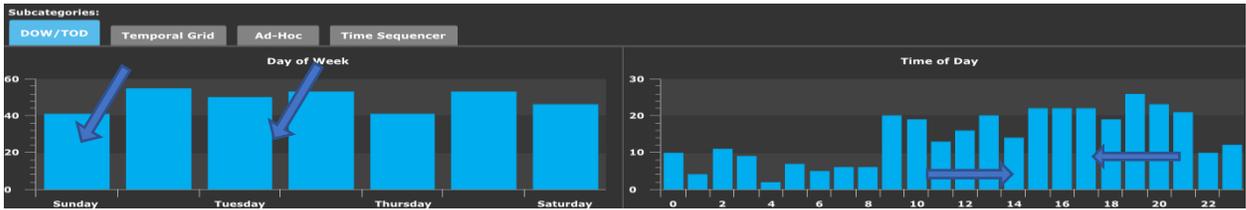
**Seaford Police Department**

Police Activity during period of **Monday March 22, 2021 – April 11, 2021 as reported by Chief Marshall Craft, Jr.:**

<b>INCIDENTS</b>	<b>2022</b>	<b>2021 YTD</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
All crimes		1627	5,803	6,619	4918
Drug Crimes		94	199	249	390
Overdose		6	26	25	23
All Traffic (E-Tickets)		2110/ (569)	7,770/ (1,448)	7,819 (1,782)	6387 (3,617)
All DUI		13	44	42	52
All Crashes		135	533	584	533
False Alarms		124	426	494	333

**Criminal**

- All complaints: **339** (defendants: **24** adult & **2** Juvenile)
  - Felony: **17**
  - Misdemeanor: **71**
  - Violations: **6**
  - Civil: **3**
  - Other: **242**
- 84% Clearance Rate (overall= 26 PA and 27 PI)
- Mon, Wed and Fri from 0900-2100 hours (overall crime. Mon, Tue and Sat were high calls for service as well.)
- The below chart shows data for overall crime during this reporting period:



**Additional Crime Data below:** There were a total of **24 complaints** consisting of Assault/Agg Assault, Burglary, Fraud, Larceny, Robbery, Weapon(s): (12 Felony and 21 Misdemeanors); Excludes Shoplifting: (24% clearance rate (8 cases cleared, 14 PA and 11 PI.) Most occurred on Monday between 0900-2100.



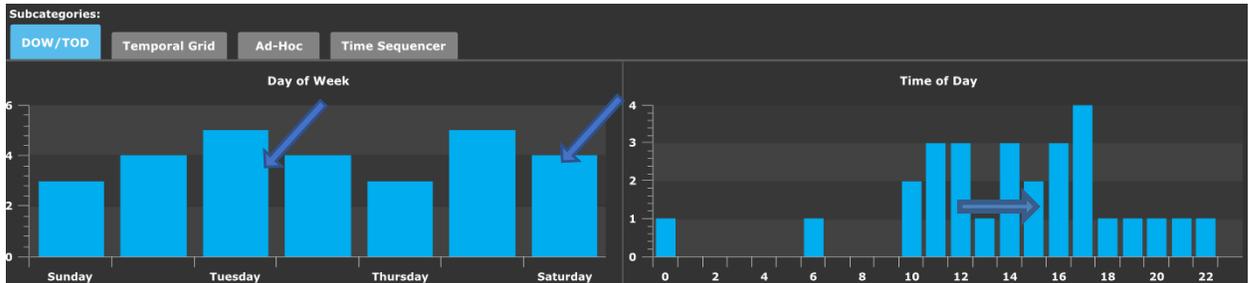
**Drug Complaints:**

- Drug Crimes: **29**
  - Adult Arrest: **23**
  - Juvenile Arrest: **1**
  - Pending Active: **0**
  - Pending Inactive: **0**
  - Prosecution declined: **5**
  
- Search Warrants(s): **1**
  - School related threats (subject gaining access to school Zoom sessions)
    - IP address identified and resulted in Search Warrant at a residence (case pending active)
    - Computers and all other electronic devices seized for forensic examination
  
- Overdose: **0**

**Traffic**

- Contacts/Citations: **428** traffic contacts resulting in **111** citations and **26** warnings
- DUI: **1** (drug related)
- Crashes: **28**
  - Injury: **5**
  - Non-Injury: **23**
  - **Additional Information: Driver Inattention & Disregard Traffic Signal - primary cause of accident)**
    - Hit & Run: **4**
    - Alcohol/drug related crash: **1**

- Pedestrian: 0
- Tuesday and Friday from 1000-1700 Hours (See Crash chart below)



### Significant Events:

- **UPDATE:** SPD located Defendant Shelton Moore at Tidal Health 03/30/21. D-Moore was the suspect from the double shooting that occurred on 08/21/20, on Collins Ave. D-Moore was committed to SCI in default of a \$200,000.00 cash bond.
- 03/23/21, SPD dispatched to Days Inn for a reported trespass in progress. The defendant was contacted upon arrival and discovered to have possession of several active capiases (Family Court and Kent CCP). Further investigation revealed he had possession of illegal drugs and paraphernalia. Defendant was released on an OR bond for the drug charges, but committed to SCI in default of a cash bond (capiases). #71-21-2236.
- 03/29/21, SPD SRO received a complaint that an unknown suspect gained access to Seaford School District zoom session(s) and made threats to multiple people. Through an investigation, the suspects IP address was identified, a search warrant was executed at a residence in city limits and electronic devices were seized pending a forensic examination. Case is pending active. #71-21-2414.
- 04/05/21, SPD dispatched to Motel 6 for a female subject peering through vehicle windows in the parking lot. Upon arrival, the female suspect was contacted and provided a false name. She was subsequently arrested for Criminal Impersonation. #71-21-2602.
- 04/08/21, SPD dispatched to Sussex Ave for a domestic related incident involving a knife. Investigation revealed the defendant struck his girlfriend in the face and chest several times, obtained a knife and threatened to kill the victims' cats before threatening to 'Merk' her (meaning to kill) while still holding the knife. The defendant was located, arrested for Aggravated menacing, Terroristic Threatening, Assault and Disorderly Conduct complaint and later released on an unsecured bond by J.P. Court. #71-21-2697.

### Admin:

- Attended Director, Staff, Liaison and council meetings as scheduled - Chief

- 03/23/21 - Benchmark Analytics 'workflow' multiple meeting (every Wednesday) - DC Rapa
- 03/31/21 - Seaford Community of Hope (SCOH) meeting - Chief
- 03/29/21 - Standardizing emergency protocols at schools (roundtable discussion) - Det. Justice (SRO)
- 04/08/21 - Seaford Community of Hope (SCOH) meeting (presented) - Chief

**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
- 3/25/21 - Fred Douglass 'Student Safety Patrol' sworn in - Det. Justice (SRO)

**Training:**

- Certified Internal Affairs Training 40-hour course (completed 04/09/21)- Mills
- Averted Targeted School Violence training (United States Secret Service) - Det. Justice
- Instructed Resiliency Training (3 hours to Blades Elementary staff members) - Det. Justice

**2021 Additional Initiatives:**

- Police Chiefs 'Community' Advisory Board (PCCAB)
  - First meeting - April 22, 2021 @ 1900

Councilman MacCoy's report was submitted for the Electric Department:

**Since the last report**

**Crew**

Continued cutting down the trees in the Industrial Park for the buffer fence. We had help from Parks & Rec and WWTF.

Cleaned up around the outside of the building and moved inventory items to get ready for the building expansion.

Unloaded single phase pad mount transformers.

Pulled in the primary wire and set the first transformer at East Park Business Center.

Started working in the Herring Run Professional Park extending the distribution for the 2 new buildings.

Had a blip on circuit 280, caused by an osprey dropping vines across the primaries.

Removed 2 osprey nest that they had started building near the WWTF.

Changed the 3 AMI APs to version 5G.

Repaired some damaged infrastructure in Mearfield 1.

Heated up the first 2 transformers in Belle Ayre multi-family and placed the first meters on the building.

Tyler Sewell completed week 1 of 8 in lineman training.

Put hose on the primary at the firehouse for the contractor.

Worked in Mearfield 1 phase 2B bowing in string and then pulling in primary and secondary wire.

Picked up the service truck from the body shop.

Fixed some street light son Venture Drive that had been trenched through.

**Director**

Had a director's meeting.  
Had my council liaison meeting.  
Had a staff meeting.  
Got prices and got the inventory needed for the EV charging station.  
Worked on the estimate for extending our distribution system to the Sunrise Motel.  
Looked at damage in Mearfield 1 and talked to the construction manager for DR Horton. Did the estimate for repairs and delivered the invoice to them.  
Showed the line crew the new meter sockets that re going to be code July 1, if they are available to the suppliers.  
Talked with Mike Kraft at DP&L about scheduling us taking over the old Salvation Army building.  
On site with AUI at the Pine St lift station to repair a leak.  
Checked a meter location in Herring Run Professional park at 502 for Tomey Electric.  
Worked on new light specifications for Melanie's Ridge and WSBC.  
Had a meeting with Charles, June and Chris Simms about EV rates and regulations and the FY22 rate structure.  
Had an onsite meeting with the developer at 1700 Dulaney St.  
Had a meeting with Charles about FY22  
Had a meeting with Charles & Tracy about the cleaning bids.  
Reviewed the budget numbers from June for the upcoming budget meetings.

**Upcoming Weeks.**

Tyler Sewell will complete groundman training.  
Continue working in Mearfield 1 phase 2B so they can continue building  
Continue working in Belle Ayre multifamily.  
Set the electric vehicle charging station.  
Continue working in the Herring Run Professional Park.  
Add a second transformer at Eastern Shore Metals.  
Pull the wire and set the transformer at the AUI building.  
Continue changing the lights on Sussex Highway to LED.  
Finish trimming trees in Williams Pond Park.  
Work with the school on the lights in front of Central Elementary school.

Councilman Holland reported on Code and Parks and Recreation:

**Accomplished week of 3/29**

Parks – Finished first coat of paint at Riverview pavilion
Parks – Began regularly scheduled grass cuttings
Parks – Installed 2 trash cans with a post by the Sports Complex parking lot (close to entrance & horseshoe pits)

Parks – Coordinated mulch contractor to put mulch down at Soroptimist & Nutter Park playgrounds
Rec. – Picked up & ordered soccer equipment for upcoming season
Parks&Rec. – Met with Bobby to review soccer field layout – soccer to begin the evening of April 14 <sup>th</sup>
Parks&Rec. – Advertised Parks & Recreation Community Survey, so far have 20+ responses
Parks&Rec. – Completed sealed bid for football racks
Parks&Rec. – Governor revised restrictions on sports on 4/1 – made contact with coaches & all tournament hosts to give the update

**Accomplished week of 4/5**

Parks – Prep softball and football fields for tournaments on 4/10
Parks – Painted over graffiti under High Street Bridge & Stein Highway Bridge
Parks – Completed trimming trees along Nylon Blvd
Parks – Completed regularly scheduled grass cuttings
Rec. – Have 101 participants for youth soccer – games begin Wednesday, April 14 <sup>th</sup>
Parks&Rec. – Completed youth soccer schedule
Parks&Rec. – Coordinated jersey order and pick-up with Bill Shedaker
Parks&Rec. – Attended bid openings for the Sports Complex and made recommendations for 4/13 council meeting
Parks&Rec. – Held a zoom interview for the Parks Part-time position

**Code Department Report**

- Issuing permits (184 Issued in 2021)
- Rental Licenses (1,537 Issued, 1,636 Total Units)
- Rental inspections being scheduled. (703 Completed)

- Doing routine inspections for on-going projects
- Doing violation inspections throughout City
- Performing plan reviews for new permits

#### Large project status's

- Wawa – Fuel tanks installed. Building footers to start this week.
- Melanies Ridge –Permits issued for first 2 buildings
- Mearfield 2 –Second duplex complete.
- East Park Business Center – First building close to complete. Second building is being designed.
- Montessori School – Permit issued for third classroom building

Councilman King reported on Public Works and WWTF

#### **Past two weeks:**

##### **Public Works:**

- Jetted the sewer main from Harbor house for three days until we cleared it. Asked code to contact them about a filter.
- First round of weed spraying
- Installed 2-hour parking signs at select locations on High Street.
- Worked on allies
- Received clean-up week and Generator maintenance bids.
- Replaced sewer lateral at 436 Willey St.
- Had to dig up corporation in Belle Ayre due to having no water to new house.
- Met with DRWA about updating our Risk and Resiliency plan due by June 30.
- The work started on the Fire Department roof drainage
- I have one out on medical.
- Held multiply meetings in person, zoom, and by conference call
- Performed all routine tasks; swept, L & L, big piles, read meters, re-reads, disconnects, hung pink tags, collected State water samples, supplied barricades for various events, etc...

##### **WWTF & COMPOST**

- Everything still pretty smooth with the additional County flow.
- Plant performance remains good
- Pumped down train two of oxic tank to replace membranes.
- We HAVE compost to sell
- Leachate treatment going well
- Septage is up.
- No major equipment maintenance needed.

**Upcoming two weeks:**

**Public Works**

- New water service on Phillips
- Install new services to lots on E. Poplar
- Paint curbs
- Install 15 mph signs in Pine Street area as proposed by Chief.
- Repair cleanouts on smoke testing list.
- Replace fire hydrants (ongoing.)
- Continue all routine tasks.

**WWTF & COMPOST**

- Remaining flow from Bridgeville to start on 4/13/21
- 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 and enter into an executive session for the purpose of discussing negotiations. Councilman Henderson made a motion to adjourn the Regular Council Meeting. Councilman Santos seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 8:23 p.m.

Mayor Genshaw reopened the Regular Council Meeting at 9:04 p.m. He then called for a motion to adjourn the Regular Council Meeting. Councilman Holland made a motion to adjourn the Regular Council Meeting. Councilman King seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 9:15 p.m.

---

Charles D. Anderson, City Manager

/TNT