

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

May 9, 2017

7:00 PM

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

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

Mayor Genshaw solicited any changes to the agenda, there were none.

Mayor Genshaw called for a motion to approve the minutes of the Regular Council Meeting of April 25, 2017. Councilman Holland made a motion to approve the minutes from the April 25, 2017 Council Meeting. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called up Judge Jana Mollohan to give the Oath of Office to Dan H Henderson and H. William Mulvaney III, for the position of Councilman.

Mayor Genshaw came forward to present the APPA safety award to the Superintendent of Electric, Bill Bennett, for the departments no loss of time in over 1900 hours. They also received the RP3 award for the reliability of services that the City maintains for its residents.

**NEW BUSINESS**

Mayor Genshaw presented New Business #1, Proposed ideas and discussion for the John Smith Chesapeake Trail on the Nanticoke River. Mayor Genshaw called Joel Dunn, President and CEO of Chesapeake Conservancy, up to present the information. Mr. Dunn, stated that the John Smith Historic Water Trail was signed into law in 2006 and the trail spans over 3,000 miles. Mr. Dunn stated that Seaford has significant land and public access that would be great for the Chesapeake Conservancy to develop. The idea would be a possible visitor center, that would bring both information about the John Smith Historic Water Trail and also bring visitors to downtown Seaford.

Mayor Genshaw solicited any questions or comments from Council.

There were none.

Mr. Dunn stated that he would meet with the City Manager to discuss the ideas further.

Mayor Genshaw presented New Business #2, Development agreement between M & T Bank and City of Seaford. Mr. Anderson came forward to discuss the agreement between M & T Bank and

the City of Seaford for the properties known as 908 Middleford Road (Tax Map & Parcel # 331-7.00-7.00) and 912 Middleford Road (Tax Map & Parcel # 331-7.00-9.00). M & T holds mortgage liens against both properties, and the City previously approved a subdivision plan relating to the properties. The City is waiving the requirements in the Subdivision Plat that requires the installation or construction of a combined entrance on the properties prior to sale or transfer of title. The City will not issue a CO for the properties until M & T or any subsequent owner of the properties obtains land development approvals for the access entrance from the City of Seaford and State of Delaware.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked what the State of Delaware's position was on the agreement for the entrance.

Mr. Anderson stated that the State will not sign for approval, unless the City does.

With no further questions or comments, Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to approve the Development Agreement between M&T Bank and the City of Seaford regarding Tax Map & Parcel #331-7.00-7.00 ("908 Middleford Road") and Tax Map & Parcel 331-7.00-9.00 ("912 Middleford Road") owned by Prudencio G. Roasa and Fe L. Rosas which are in foreclosure with M&T Bank the Successor-In-Interest to Wilmington Trust Company. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #3, tax appeal recommendations. Mr. Eric Piner, PTA/DELVAL, came forward to present the recommendations. Mr. Piner stated that the first property, 601 Rosemary Drive, assessed value is \$194,000.00. After researching similar properties in the surrounding area, Mr. Piner found a property that sold for \$195,000.00, which falls in line with the assessed value of this property. Therefore, there is no recommendation to change the assessed value amount. Mr. Piner recommended that the second property, 702 W Ivy Drive, have a reduced lot value of 25%. This would bring the assessed value from \$65,000.00 to \$48,000.00 for the property, which is in line for similar lots. He recommended no change to the two lots on E. Porter Street, as they fall in line with the assessed values of surrounding property. Mr. Piner stated that based upon sales in the surrounding area of 22706 Sussex Highway, there is no recommended change in the assessed value of the property. Property, 815 Norman Eskridge Highway, has an assessed value of \$800,000.00 and Mr. Piner recommends decreasing the value to \$713,400.00 which falls in line with similar properties. The final property, 239 N. Conwell Street, St. Johns Church Parsonage, had no recommendation for change. Mr. Piner stated that the assessed value of the property fell in line with similar properties, but he would recommend that they subdivide the lot to decrease the lot value.

Mayor Genshaw solicited any questions or comments from Council.

Councilman Henderson asked what is the acreage of the subject property, Mr. Piner used to compare the value of the 22706 Sussex Highway property to.

Mr. Piner stated that the comparable lot size was 3.57 acres.

With no further questions or comments, Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made a motion to approve the Real Estate Property Tax Appeal recommendations provided by PTA/DELVAL as presented. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw presented New Business #4, FEMA letter. City Manager Slatcher presented the information regarding the Sussex County Hazard Mitigation Plan and the Municipal Resolution adopting the Sussex County Multi-Jurisdictional Hazard Mitigation Plan. The hazard mitigation planning process was set forth by the State of Delaware and the Federal Emergency Management Agency and offers the opportunity to consider natural hazards and risks, and identify mitigation actions. The City of Seaford will adopt a Hazard Mitigation Plan to prioritize a list of mitigation actions that will help minimize and reduce safety threats and damage to private and public property.

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

Mayor Genshaw called for a motion. Councilman Henderson made a motion to approve the Resolution Adopting the Sussex County Multi-Jurisdictional Hazard Mitigation Plan as approved by the Delaware Emergency Management Agency and the Federal Emergency Management Agency on March 27, 2017 is hereby adopted as an official plan of the City of Seaford, DE. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a roll call vote from Council:

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 #5, First reading of an ordinance to amend Chapter 11. City Manager Slatcher presented the information on the amendment to Chapter 11, of the Municipal Code relating to "sewers". The amendment of 11.6.5 (E) Prohibited discharge standards, section E- Local Limits, will now read "which are published in the current "City of Seaford Industrial Pretreatment Local Limits Table" as established by the City Council."

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

Mayor Genshaw presented New Business #6, Main Street Conference. ED Manager, Trisha Newcomer, and Councilman Dan Henderson, came forward to share with Council what they learned at the conference. Both Mrs. Newcomer and Councilman Henderson attended multiple conferences/ meetings while at the Main Street Conference, taking away a lot of knowledge about working as a team, not just with each other (staff, Council, etc.) but with the members and

businesses in the community, amongst many other things. They both thanked Mayor and Council for having the opportunity to attend the conference.

Mayor Genshaw presented New Business #7, pictures of water main. Assistant City Manager, Charles Anderson, came forward to present pictures of the water main installation and emergency work on Middleford Road that was done to serve the Residences at Riverplace.

### **OLD BUSINESS**

There was none.

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

- FY18 Budget Workshop, City Hall, Council Chambers, May 16th, 6 p.m.
- Clean up week, May 8th through 12th, City of Seaford corporate limits.
- Ribbon cutting at Weathered Treasurers, High Street, May 12th at 12 noon.

### **COMMITTEE REPORTS**

Councilwoman Phillips-Lowe reported that the City of Seaford Police Department, the CID conducted an investigation resulting in the arrest of one subject who was in possession of five (5) bags of heroin On April 25, 2017. On April 26, 2017 while conducting a drug investigation, a vehicle was stopped in the Motel 6 parking lot, and a foot chase ensued. The subject was arrested which lead to a search warrant executed in the Front Street area. The final result was the arrest of two subjects and the recovery of 200 bags of heroin, eight (8) grams of marijuana, two (2) oxycodone pills, and one (1) stolen 45 caliber semi-automatic handgun from Baltimore County, MD. On April 27, 2017 CID officers conducted a traffic stop in the Collins Street area which resulted in an arrest and the recovery of 15.4 grams of marijuana. On April 28, 2017, A Squad recovered 94 bags of heroin, one (1) gram of crack cocaine along with six (6) grams of marijuana with one subject arrested after a foot chase in the area of Meadowbridge and Seaford Apts. Subject was committed to the Department of Corrections in lieu of bond, pending arraignment at a later date. Sgt. Horn and Ptl. James worked the Live for Chocolate event on Friday May 5, 2017 and Officers attended the Candlelight Vigil in Georgetown for DSP Cpl. Ballard who was killed in the line of duty. Sr. Cpl. Chambers and Ptl. Wyatt attended the funeral in Wilmington for Cpl. Ballard.

- 911 Calls for April 2017:  
911 Calls: 796  
Cell Calls: 519  
Admin Calls: 2,271  
VOIP Calls: 130
- Calls for Service April 2017:  
Police: 1,140  
Fire: 62  
EMS: 279

Councilman Mulvaney reported that the WWTF, the compost inventory available for sale is getting low; plant performance and LEACHATE continue to do well. Four employees attended a collection system seminar on May 2<sup>nd</sup>, all Public Works and Wastewater Employees attended a webinar on EPA preparedness on May 3<sup>rd</sup>, and Lisa and Bryant attended Leadercast.

The Route 13 water main line has been charged and now just awaits the bacteria test results to turn it on. Bids are being obtained for paving projects on Thompson Street, Harbor House, and Route 13. All equipment was prepared for clean-up week.

Councilwoman Peterson reported that Building Official, Josh Littleton, attended a Board of Adjustment hearing for a sign at Big Lots Shopping Center and a Leadercast Conference. Mr. Littleton completed several plan and permit reviews, and the Pharmacy Tenant fitout in the Seaford Village Shopping Center is 90 % complete.

The Superintendent of Parks and Recreation, Katie Hickey reported that men's softball and men's flag football teams are playing, Parks personnel cleaned up from Live for Chocolate and 1<sup>st</sup> Saturday events. They worked on the irrigation in the Kiwanis Park and prepped the fields for the men's teams. They held interviews and hired 2 part-time Parks employees that started May 8<sup>th</sup>.

Councilman Henderson reported that Electrical Engineer, Rick Garner reported that he continues work on a SCADA training simulator, an engineering database, and the development of maps incorporating the electrical infrastructure improvements. He updated the AutoCAD drawings for Circuits 210 and 320 and work continues on the engineering database. Rick also conducted GATS training for SREC transfers.

Superintendent Bill Bennett reports that his department set the pole at Pine Street substation for the circuit 210 relocation. Personnel read meters, changed the bad transformers at Covey Car Care, and worked on circuit 330. They set the parklet in place for Live for Chocolate and 1<sup>st</sup> Saturday. Bill attended a pre-construction meeting with AUI for the relocation of circuit 210, and attended the bid opening for the labor for the substation construction. He also performed a 90-day evaluation for an employee. Locations for tree trimming were given to contractors to get prices.

Councilman Holland reported that Circuit 201 Relocation project to start Wednesday of this week. Personnel attended multiple meetings including, DE League of Local Governments, GMB Preliminary Engineering WWTF upgraded, GATS training, 45<sup>th</sup> Anniversary celebration for the Nanticoke Senior Center. They also attended Danny Short's Coffee meeting, the Rental License Committee meeting, and the National Day of Prayer. Other work included preparing the Council meeting agenda, reviewing evaluations, working on FY 18 Budget information, and attended the interviews for part-time Parks employment.

Other Administrative work includes, working on the FY 18 budget, recognizing staff for Administrative Professional's Day, and routine business including, financial management, payroll and benefits, purchasing, billing, customer service, etc.

In Information Technology, personnel worked on equipment spreadsheets, wrote up new back up process procedures, worked with Mobile Vision and met with a vendor for an electrical quote. They also worked with Mobile Vision at SPD, worked on filing system software issues, setup sound equipment for National Day of Prayer and the Live for Chocolate Event.

With no further comments, Mayor Genshaw called for a motion to adjourn the meeting. Councilman Holland made a motion to adjourn the meeting. Councilwoman Peterson seconded the motion; motion so passed with all present voting in favor and the meeting was closed at 8:13 p.m.

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Dolores J. Slatcher, City Manager

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