

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

June 12, 2018

7:00 PM

Mayor David Genshaw called the Regular Meeting at 7:00 p.m. to order with the following present: Councilwoman Leanne Phillips-Lowe, Councilman James King, Councilman Orlando Holland, Councilman H. William Mulvaney, III and Councilman Dan Henderson. Charles Anderson, City Manager, Trisha Newcomer, ED/IT Manager & Rob Kracyla, Chief of Police, were also present.

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

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

Mayor Genshaw called for a motion to approve the minutes of the regular meeting of May 22, 2018. Councilman Holland made a motion to approve the minutes from the May 22, 2018 Council Meeting. Councilman Mulvaney seconded the motion; the motion so passed with all present voting in favor.

Mayor Genshaw called for a motion to approve the minutes from the Budget Workshop held on May 14th, 2018. Councilman Henderson made a motion to approve the minutes from the May 14th, 2018 Budget Workshop. Councilman King seconded the motion; motion so passed with all present voting in favor.

Mayor Genshaw called for a motion to approve the minutes from the Budget Workshop held on June 4th, 2018. Councilwoman Phillips-Lowe made a motion to approve the minutes from the June 4th, 2018 Budget Workshop. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

**CORRESPONDENCE**

There was none.

**NEW BUSINESS**

Mayor Genshaw presented New Business Item #1, City Solicitor, Dan Griffith to present a draft change to Annexation of Territory, Section 2 of the City Charter related to the annexation of property into the City.

Mr. Griffith came forward and explained that he recently had the opportunity to review Section 2 of the City's charter relating to annexation of properties that are adjacent or contiguous to the City's boundaries. It was determined that Section 2 would require some updating, particularly with respect to the annexation of properties via petition by a single property owner. This change would

bring the City more in-line with modern annexation policies in other contemporaries in Delaware. The initial draft of the changes for Section 2 included a provision for a petition by a single property owner for annexation. Currently the Charter includes a provision that allows annexation by petition with the approval of five property owners. The proposed new Section 2 of the Charter includes a change to the first portion of the provision, which is a more streamlined process for a property owner to petition for annexation. This would require a petition to the Mayor by the property owner. The Mayor would then appoint an Annexation Committee comprised of 3 Council Members. Those members of the committee would then make a recommendation to Council and Council will hold a vote. Following the vote, there would be a public hearing on the annexation petition. This is a much more streamline provision than having 5 property owners required to proceed. With that said, if five property owners do petition for annexation the remaining portions of the Charter would remain intact as this process would require a large amount of analysis and in turn a special election to approve the annexation.

Mr. Griffith added that there are also some minor provisions included in Section 2; including a requirement for a Plan for Service to be submitted with the petition for annexation. This provision was added as a requirement by the State of Delaware and is an existing process the City has been doing but will now be incorporated into the provision stated in the City's Charter. In addition, there will be a slight change to the verbiage from "City Council passing a resolution" to "City Council passing an ordinance". The final change to the Charter pertains to the Annexation Committee in the event that they recommend against annexation of a property. The old provision requires two thirds of Council to vote against the annexation; however the Annexation Committee will be comprised of three members of Council and it would not make sense to hold a public hearing when it is already apparent that three of the members recommend against the change.

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

Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made a motion to approve the Charter changes presented. Councilman Holland seconded the motion; Motion so passed with all voting in favor.

City Manager Anderson added that the City Solicitor has already worked with the legislative attorney and Representative Dan Short is aware of the proposed changes. With the short amount of time remaining in this legislative session the City is working to get this process completed as soon as possible.

Mayor Genshaw presented New Business Item #2, Peggy Geisler, Sussex County Health Coalition Executive Director and Lisa Coldiron to present information on the Seaford Drug Free Taskforce committee's "Seaford Goes Purple" campaign.

Ms. Geisler came forward on behalf of the Sussex County Health Coalition to present information on the "Seaford Goes Purple" campaign. Ms. Geisler stated that there was recently a soft launch of "Seaford Goes Purple" and "Sussex Goes Purple" about 2 months ago to begin gathering feedback on concern in Sussex County related to the opioid epidemic. The process for organizing the campaign began around a year and a half ago and included many community members. Ms.

Geisler went on to explain that the opioid epidemic has hit the Seaford and Blades catchment areas incredibly hard. She noted that the 19973 zip code accounts for only 1% of the State's population and approximately 4% of Sussex Counties population but is ranked 2<sup>nd</sup> in the State for opioid addiction prevalence and 1<sup>st</sup> in Sussex County. Ms. Geisler stated that they recognized that if they wanted to address the opioid epidemic in the hardest hit area of the County they would need to get community feedback. In May of 2016 the Sussex County Health Coalition held a Community Cares Summit for all of Sussex County; with around 250 attendees at Crossroads Community Church they began mapping out concerns and ways that the campaign could intervene. Following the summit was a Sussex County Addictions Forum in October 2016. This forum helped put together a county-wide plan with DSAMH (Division of Substance Abuse and Mental Health). From there, a Seaford community conversation with DSAMH which was held at the Pastors Church of God in Seaford; around 60 stakeholders, the National representative from SAMHSA (Substance Abuse and Metal Health Service Administration) and Representative Danny Short all attended that discussion. On September 13<sup>th</sup> an event was held for a community wide environmental scan. With \$10,000 procured from Discover Bank an event was held that included individual and focus groups comprised of stakeholders, addicts in recovery, families and local youth, school-based personnel, and addiction specialists. In addition, the coalition went into local Seaford schools and talked with personnel to see what was happening in a younger landscape and address their needs as well.

Ms. Geisler went on to explain that from the information that was gathered at these events the coalition was able to put a SOAR Process that measures, Strength, Opportunities, Aspirations and the Results the community hopes to see regarding the opioid epidemic. This process included information from a State-wide focus and a Sussex County focus. In turn, a collective group of around 30 stakeholders was assembled including members of the City, the school systems, hospitals, treatment centers, law enforcement, EMTs and anyone else touched by the opioid epidemic. Awareness is the first priority in the process so the group designed a collective impact model to allow the community to have broad stoke messaging, communication and aligned strategies from intervention to support. Next would be to couple that awareness with education and collaboration. Even though a large amount of work is being done to combat the opioid epidemic not all of these groups had previously been working together until the Drug Free Task Group was created. Finally, intervention and support would be the final steps in the community strategy.

Ms. Geisler noted that while this program was established to combat the opioid epidemic the majority of those who have overdosed have other substances in their system and that the majority of those engaged in opioid use may have had a previous addiction that started at a young age. Addictions can start as young as the age of twelve but are also seen in older adults who may have picked up an addiction from prescription medications after an injury. The hope for the campaign is to increase things like awareness and knowledge around substance abuse, services for addiction and recovery, activities that teach prevention, and community support while decreasing substance abuse and deaths by overdose.

The cost for a drug program is around \$250,000-\$300,000 a year and the campaign has already collected funds from several different avenues including an initial grant from Discover Bank for \$10,000, a \$100,000 Seaford Drug Free Grant from High Mark, \$50,000 from the Division of Substance Abuse & Mental Health for training and curriculum in our local high school and middle

school. That's up to \$160,000 that has already been procured. Additional funding of around \$145,000 will be needed to initiate the Purple Awareness Campaign, A CAST (Calculating for an adequate system tool) assessment and treatment and support services. In addition to raising funds, the campaign is also working toward getting WBOC as a media sponsor. WBOC is currently the sponsor for the Talbot County initiative. It is the goal to make the campaign a bi-state initiative once it is launched. While Sussex County is coming on board it is noted that Seaford will be the first city in Delaware to adopt the campaign.

Ms. Geisler noted that Talbot County's campaign was only for awareness and started with the Sheriff's Department and the local Rotary. In addition to raising over \$100,000 in just three months they were also able to have Chris Herren, a former NBA player come and speak about "Project Purple". An initiative he started to bring awareness to the dangers of substance abuse and the stigma that goes along with it. Ms. Geisler added that this was very much a driving force to raising awareness in the community. Mr. Herren had two remaining openings to speak in the coming year and the Sussex County Health Coalition was able to secure both of those dates. Those dates are scheduled for September 11<sup>th</sup> and 12<sup>th</sup> of next year. He will be speaking in an intimate setting with the middle and high school on the 12<sup>th</sup> and there will be an event open to all of Sussex County at the Crossroads Community Church in Georgetown on the 11<sup>th</sup>.

Ms. Geisler then went over the current progress of the "Seaford Goes Purple" campaign. Currently the website is 85% complete and the public brochure is 95% complete. Sponsorship packages and media sponsorships are in progress. Starting the end of June, the campaign will begin local fundraising and there are currently 25-30 committed speakers to visit various organization in the County. Finally, the formal launch for the program will be September 11<sup>th</sup> with the Chris Herren speaking event.

Ms. Geisler finished by stating that the opioid epidemic is a complex problem that requires complex solutions and that this process does not happen overnight. The best way to address it is with real strategy, real plans and accountability.

Mayor Genshaw called for any questions or comments from Council.

Councilman King commended Ms. Geisler and her team on their passion for the project and based on her provided information it seems like it is much needed.

Ms. Geisler added that we have not set our community and our systems up to allow people the opportunity to recover and we need to be a community that embraces those people and supports them if they would like a better quality of life.

Mayor Genshaw added that the City will do whatever it can to support the campaign and thank Ms. Geisler for presenting the information.

Mayor Genshaw presented New Business Item #3: Present the FY 2019 Budget for approval.

City Manager, Charles Anderson came forward to present the FY 2019 budget. City Manager Anderson started with some background on the process of creating the budget and noted that Council and Staff have held three Budget Workshops on May 1<sup>st</sup>, May 14<sup>th</sup> and June 4<sup>th</sup>. Within the budget development process were three balancing options for Council and staff to work through. City Manager Anderson added that it is a balanced budget and has a total revenue of just over \$28 million; a decrease of about \$10,000.00 from FY 2018. The Electric Department is by far the largest source of revenue at just over \$15 million followed by Police and subsequently sewer and water.

Expenses projections in the FY 2019 budget follow the same trend with the electric distribution expense at \$11.7 million being the largest followed by the Police Department. City Manager Anderson did add that the electric distribution is down slightly; the City is not purchasing as much electricity due to the penetration of solar and renewable energy in the area over the last few years. Some Capital Expenses noted include the recent city-wide reassessment at a cost of \$130,500.00 with funding from the real estate transfer tax reserves. That project has just started; with field work to be completed by Labor Day. Website redesign is included in the budget as it is seen by the community and other stakeholders as a necessary upgrade. Under the recommendation of the IT department, a cyber security consultation was placed on the budget for \$20,000.00. City Manager Anderson noted that the City has changed drastically within the last 18 months with the advanced metering infrastructure project and it was recommended that this cyber security consultation take place. He added that it is important to the City that our customer's information stays secure and that the City is not vulnerable.

City Manager Anderson went on to state that the City does need to have its comprehensive plan updated by 2020 and it is expected to take around 18 months. The estimated cost in this budget for that update is around \$60,000.00. In addition, demolitions are in the current budget at a cost of \$40,000.00. Some of those have already been completed and there has been good feedback from the community. Money is also being included for infrastructure improvements; including painting of the Spruce Street water tower which has not been painted in 20 years. \$100,000.00 has been placed into a sinking fund to address that project in the future. Additional items include; cost associated with replacement of remote telemetry units, fire hydrants and bids were taken in for a new electric department bucket truck. Financing for that is in the current budget at a cost of \$211,109.00. Total capital request for the FY 2019 are \$822,782.00; which is up slightly from the FY 2018 and down significantly from FY 2017. City Manager Anderson added that this does not include bond funded capital or reserves set aside for future capital projects so the City is definitely investing in its infrastructure in this budget. City Manager Anderson noted that the recommendation is to transfer from reserve accounts to balance this budget and Council has asked about the status of those reserve accounts. He stated that there are ample reserves to cover the \$755,633.00 request for transfer. In addition, Council asked for an analysis of how much the City has spent from those reserve account over the past few years. City Manager Anderson stated that he does believe that with the comprehensive city-wide reassessment and other projects we should see the use of reserves increase.

City Manager Anderson went on to explain the budgeted charges for service and noted that the water and sewer rates were slated for increase. The water budget would increase by 3% which

translates to .66 a month or \$7.92 per year for each user. That increase would bring the flat rate for water from \$21.95 to \$22.61 per month. The current sewer rates would additionally see a 1.5% increase bringing the flat rate from \$44.30 to \$44.96 or an additional \$8.28 per year.

City Manager Anderson noted that FY 2014 was the last time the City raised tax rates and that in this FY 2019 budget there is no proposed tax increase. In addition, water and sewer rates have not been increased since FY 2015. There were some staffing considerations when creating the budget; including a request by the Chief of Police to increase the staff to 28 sworn officers. The budget will retain the 3 lieutenant positions and the Captain's position. Concerning the Administration department, council has decided to support an additional employee in the finance department to assist the director of finance with things like financial analysis, budget preparation and audits. There are 6 months of that position in this budget.

City Manager Anderson closed with some highlights of the budget including that Council has supported stable user rates in this budget without a large increase overall and supports staffing and manpower needs in all departments with a focus on knowledge, skills and abilities in our Finance Department and Police Department. The City is investing in technology and infrastructure to service our residences and businesses and increase citizen engagement with a new website. Finally, the City is dedicated to neighborhood revitalization as shown with the current demolition to clear blighted properties throughout the City.

Mayor Genshaw asked for any questions or comments from Council. Councilman King commented that he disagrees with the \$755,633.00 deficit for which the City has requested to move funds from the reserve accounts. In his opinion, with the rate increase that is set to go into effect he believes the budget is counter productive for the City and damaging to the economic growth both commercial and residential and so he will be voting against the approval of the FY 2019 budget.

With no other questions or comments Mayor Genshaw then called for a motion. Councilman Mulvaney made a motion to approve the FY 2019 budget. Councilwoman Phillips-Lowe seconded the motion; motion so passed with Councilman Mulvaney, Councilman Henderson, Councilman Holland and Councilwoman Phillips-Lowe voting in favor and Councilman King voting opposed.

Mayor Genshaw presented New Business Item #4, Present for approval the revised Fee and Rate Schedule. City Manager Anderson stated that any time there is a change in fees or rates this schedule is updated and presented. These adjustments will be effective July 1<sup>st</sup> with an amendment date of June 12<sup>th</sup> if adopted. The change will be made to the water and sewer rates as discussed in the budget presentation. In addition, the City does charge user rate blocks so the more water a customer uses the more those rate blocks decline; those were adjusted as well. That is the only other change to the fee and Rate Schedule and it is asked that this be adopted so that it can be published for the City's businesses.

Mayor Genshaw asked for any questions or comments from Council. Councilman King verified that the schedule did show the new rate increase. City Manager Anderson confirmed.

With no other questions or comments Mayor Genshaw then called for a motion. Councilman Holland made a motion to approve the adjusted Fee and Rate Schedule. Councilman Henderson seconded the motion; motion so passed with motion so passed with Councilman Mulvaney, Councilman Henderson, Councilman Holland and Councilwoman Phillips-Lowe voting in favor and Councilman King voting opposed.

Mayor Genshaw announced the promotion of Trisha Newcomer, by unanimous approval by Council, to her position as of July 1<sup>st</sup> as Director of Economic Development and Community Relations. Mayor Genshaw noted that Mrs. Newcomer has worked incredibly hard in multiple areas and this promotion will redefine her title to better represent what she does for the City of Seaford. The new position does not relinquish the responsibility of IT but rather looks at how it impacts our customers. Mayor Genshaw noted that there is not a person better suited, who loves the City of Seaford as much as Mrs. Newcomer and who has the personality and character to do the job right.

Mrs. Newcomer came forward and thanked Mayor and Council for the opportunity. Mrs. Newcomer stated she was very happy to have built her career in the City she grew up in and looks forward to growing a community that is already great.

Mayor Genshaw presented New Business Item #5, First reading of an amendment to the City Municipal Code Chapter 8, Section 8.4.2 to amend the time required to apply for a Parade or Procession Permit to 45 days in advance of the event.

City Manager Anderson explained that the current code allows 15 days in advance of an event. However, Chief Kracyla and Superintendent of Parks and Recreation, Katie Hickey discussed the concern that 15 days may not be enough time to complete the due diligence concerning permits, accommodations, police assistance and the distribution of information on a given event. Their recommendation was to increase the time from 15 to 45 days prior to the event. City Manager Anderson reminded Council that the process for changing the code would require two readings. As this is the first it would not require a vote. It will be read again at the next Council Meeting and if there is no opposition Council could adopt the change.

Mayor Genshaw presented New Business Item #6, First reading of an amendment to the City Municipal Code Chapter 8, Section 8.3.3 to amend the time required to apply for a Special Event Permit to 45 days in advance of the event .

City Manager Anderson state that this permit is very similar to a parade or procession permit. This permit would be required if you would like to hold an event in a park in the City of Seaford. As mentioned before, in order to complete all due diligence required for the event it is recommended that the time frame be increased from 15 to 45 days prior to the event.

Mayor Genshaw presented New Business Item #7, First reading of an amendment to the City Municipal Code Chapter 8, Section 8.2.19 to permit the sale and or consumption of alcohol at special events or gatherings in public places with application to and approval from the City Council.

City Manager Anderson noted that Superintendent of Public Works, Katie Hickey had previously present twice in front of Mayor and Council in regards to the potential for the sale of alcohol in city parks. The first reading is to present the amendment to the City Municipal Code Chapter 8, Section 8.2.19 to permit the sale or consumption of alcohol at special events or gatherings in public places with application and approval by City Council. City Manager Anderson noted that the City of Seaford currently has no requirement in the City Code. The suggestion is to add the verbiage; "...No person shall drink any intoxicating liquors on any street, highway, parking lot or in any motor vehicle not on private property or upon private property without the express consent of the owner. Intoxicating liquors or beverages may be sold and consumed at special events or gatherings in public places upon application to, and approval by the City Council..." City Manager Anderson stated that if this should be adopted, any kind of special event with alcohol sales would require special permission to take place and would need to be presented in front of Council for approval. He added that the events would still be vetted through staff to ensure they have the required permits to consume alcohol as required by the state; at which point Council could consider the events on a one by one basis.

Mayor Genshaw added that a three of the amendments will be read for a second time at the next council meeting and presented for approval. City Manager Anderson confirmed.

Mayor Genshaw presented New Business Item #8, Present for approval revisions of the Seaford Police Department General Orders Manual Section 3/964.05 Rank Criteria; to add the rank of Master Corporal.

Chief Kracyla came forward to present information on the request.

The requirements of the Master Corporal Rank would be as follows:

- Must submit an application within the specified time frame. Refer 3/963.10.
- Must have received consecutive "promotable" Performance Evaluations within the designated promotion period.
- Not currently under investigation for a departmental infraction at time if promotional consideration.

Service Requirements:

- Must have 15 years of law enforcement experience.
- Must have at least 10 years of continuous service with the Seaford Police Department.

Chief Kracyla noted that regardless of years served with another Police Department any Officer hired from outside the department would be required to work for 10 years with the Seaford Police Department before being eligible for this position.

Some additional items that will be added to the requirements for the Master Corporal position would be as follows:

Annual Requirements: (Must complete one of the following)

- FTO once in a two (2) year period for at least four (4) weeks during one FTO cycle.
- Instruct a total of sixteen (16) hours per year.
- Instruct eight (8) hours per year AND perform three (3) Community Service Presentations per year.
- Perform five (5) Community Service Presentations per year.
- Serve as an Assistant Shift Supervisor for at least six (6) months during the year.
- Must currently hold the rank of Corporal with two (2) years' time-in-grade, or currently hold the rank of Senior Corporal.
- Annual performance evaluations within the preceding two (2) year period have met the minimum standards of the department, with no single rating category of "Unsatisfactory"
- Successful completion of a written examination with a minimum test score of at least seventy percent (70%).

Chief Kracyla went on to explain that the officer must instruct as an FTO (Field Training Officer) for a new recruit for 8 hours within a year. In addition, in order to complete the instruction requirements, the officer must be a certified instructor based on the requirements of the Council of Police Training and receive their Certified Instructor status through the State of Delaware. Chief Kracyla noted that most officers are not full-time instructors so they would have the option to complete just 8 hours of FTO and then 3 Community Service Presentations. An Officer would automatically be eligible if they serve as Assistant Shift Supervisor, regardless of rank. Those positions are chosen at the discretion of the Shift Supervisor at that time.

Chief Kracyla noted that the thought process behind this ranking is to create a program for career development. As Officers come up through the ranks they typically branch out into two different directions; they opt to become a career Officer on the road or take on an administrative/supervisory role. If an Officer chooses not to take the administrative role they would essentially gain rank and max out at around the 8-year mark. This type of Officer is the one that the Department risks losing most. With this additional rank it will give the Officers something to work towards in the coming years and allow them to have an additional recognition and a pay increase at that 15-year mark. Chief Kracyla closed by stating that he believes this is a great career enhancement tool and will help with retention of our Officers.

Mayor Genshaw asked for any questions or comments from Council.

Councilman Henderson asked how many slots would be available for the particular rank. Chief Kracyla replied that he did not want to put a specific number of slots because if that rank were topped out and no additional positions were available you may see a lack of retention as those officers who become eligible may have to wait for another officer to retire before they could be considered. The idea is to continuously award those Officers who continue to do their jobs.

Councilman Henderson inquired if it was an either-or position. So, if an Officer tested for the rank of Senior Corporal would they also be able to test for the rank of Sergeant. Chief Kracyla replied

yes, as the requirement for Sergeant would include all of those listed requirements for Master Corporal.

With no other questions or comments Mayor Genshaw called for a motion. Councilman Henderson made a motion to approve the revisions to the Seaford Police Department General Orders Manual Section 3/964.05 Rank Criteria; as presented. Councilman King seconded the motion; motion so passed with all present voting in favor.

### **OLD BUSINESS:**

None.

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

- June 14 at 11:00 a.m. Seaford District Library; Seaford School District Food Services event.
- June 15 at 8:30 a.m. Pine Street Substation ribbon cutting ceremony.
- June 18 at 6:00 p.m. Rental Licenses informational meeting; City Hall.

### **COMMITTEE REPORTS**

Councilman Henderson reported on Police, Fire and EMS. He noted that there were a total of 62 alarms for the Fire Department during the month of May. Twenty-five (25) of those within City limits, thirty (30) outside City limits and 7 for stand-by for other Fire Departments. In training, May 2nd was training with harness and Stokes basket at station and May 16th was training with airbags and stabilization at station. Notable alarms included a garage fire on May 9th at 24352 Greenbriar Lane off Middleford Road; the owner had 2nd and 3rd degree burns to his body. He was flown to Chester Crozer Medical Center where he succumbed to his injuries. The Department assisted Blades on at working structure fire at 26904 Seaford Road on May 16th and on May 25th-Propane barbecue grill fire at 11612 Summerlyn Drive. Fire with venting propane tank upon arrival, extinguished quickly with no damage to residence.

In the community the Seaford Fire department remains active. On May 17 Ambulance 87 went to Georgetown Circle to honor the EMS Bike riders into town for National EMS Week. On May 18th Seaford Fire and EMS personnel attended the West Seaford Elementary Hero's Lunch, On May 22nd Tanker 87 and EMS attended St. John's Festival for last school day of the school year. Due to some cancelled weather events there were some missed opportunities to interact with the public but on June 9th the Fire Department was able to participate in the 1st annual FOP "Gun & Hoses" Softball Tournament. Due to weather the tournament was not able to be completed but has been

rescheduled to take place in two weeks. Councilman Henderson also noted that there has been an increase in cardiac arrest patients; with numerous patients getting their pulses back at the hospital. Follow-ups are being completed on those patients. A special thank you to the members of the Seaford Police Department for their assistance on the cardiac arrest patients and for their efforts in keeping the community safe. There were no reported injuries in the month of May.

In the Seaford Police Department, the most notable call was the "Snake Event" on June 9th. The Police Department was notified that there was a disabled vehicle in which the owner found a snake inside the engine area. Corporal Scott retrieved the snake and passed it along to a wildlife rehabilitator. In discussions with the Chief Kracyla it was noted that this was one of the biggest stories for the Seaford Police Department on social media with over 71,000 shares.

Councilman Henderson added a personal thanks to Chief Kracyla for personally performing foot patrol in High Street. In addition, Patrolman Palm attended the St. Johns UMC Pre-school end of the year party, Detective Chambers attended a car show at the Seaford Library and Chief Kracyla attended a Juvenile Civil Citation Training in Rehoboth Beach; this program is in effect now and is a new system for interacting with youth offenders in an effort to keep them out of the system. On June 1<sup>st</sup>, Chief Kracyla and several Patrol Officers met other officials at the High School track to recognize and pin Special Olympic athletes. This was a very moving and uplifting ceremony. On the local side, Chief Kracyla attended a meet and greet with local pastors at City Hall and The Law Enforcement Officers Torch Run was held. Officers from every department in Delaware take part in this run, raising funds and carrying the "Flame of Hope" torch from Rehoboth Beach to Newark, where the Special Olympics games are held at the Bob Carpenter Stadium. Our runners were Sergeant Miller, Sergeant Sterner, Sergeant Rapa, Patrolman First Class Justice, and Patrolman Ruark. On June 8, 2018 Chief held a Sergeants meeting and invited Probation and Parole to see what kind of benefit they will reap by working more closely together and on June 9<sup>th</sup> the first annual Guns and Hoses Softball Tournament held with the Police Department winning the trophy against Seaford Volunteer Fire Department.

In Training, Corporal Russell and Patrolman Wyatt attended Stop Stick Certification. Corporal Wingate and Patrolman Wilson attended Abnormal Behavior instruction.

#### Personal Notes:

Thank you to Senior Corporal Mils and Lieutenant Flood for attending the Mexican Mobile Consulate on June 2nd at the Western Sussex Boys and Girls Club and congratulations to Tyler Justice and Frank Bradley for their efforts in organizing the Guns and Hoses Softball Tournament. Excepting the weather conditions, it was a well-organized and well attended event. Councilman Henderson added that he looks forward to its conclusion on the rain date set for June 23rd.

Chief Kracyla also noted that Officer Tyler Justice was recently named the departments new School Resource Officer.

Councilwoman Phillips-Lowe reported on Public Works and Wastewater. The Public Works Department finished painting curbs in Woodside Manor; they started in Westview going east to

Nylon. In addition, the Department caught up on all the leaf and limb pickup from Clean Up Week, sprayed weeds on main roads, responded to trees down and flooding for recent storm and attended multiple meetings.

The department performed all routine tasks; swept streets, limb and leaf pick up, read meters, disconnects, hung pink tags, collected State water samples, supplied barricades for various events, etc. The department is one man down and the interviews are scheduled.

In the upcoming 2 weeks Upcoming two weeks Public Works is scheduled to perform curb painting, paving contractor should be in to start /finish street paving and patching, continue work on the water main leak on Pine Street, continue work on sign replacements, replace fire hydrants (ongoing) and continue all routine tasks.

In Wastewater Treatment and compost; plant performance is good and there is compost for sale The facility received water from Proximity and the Leachate treatment is going well.

Councilman Mulvaney reported on the Electric Department. Personnel have been kept busy with storm related outages involving torrential downpours tree limbs and pole issues. There was an outage at Cedar and Locust due to a car striking a pole. This resulted in an outage that lasted for about 15 minutes and effected 5 homes. An outage on Willey Street and Nylon Boulevard due to a falling tree limb caused 20 customers to be without power for approximately an hour. A bad transformer on Collins Avenue on June 3<sup>rd</sup> left 5 customers without power for approximately two hours. On June 9<sup>th</sup> a storm caused several outages including circuit 320 due to a tree limb hitting the primary wire and tripping the breaker.

Demolition continues on the Central Substation and is nearly complete and work has begun on service for the new Royal Farms.

Four employees went to the DEMEC office to view the Anixter tool and truck display and Director of Electric Bill Bennett's attended 2 budget meetings, a DEMEC meeting, several meetings involving the mass deployment of the AMI meters and an annual "Docket 50" meeting with DP&L which is required by Federal regulation.

Councilman Holland reported on Administration. He reported that the City-wide property reassessment began last week and will continue through Labor Day. Staff attended Habitat for Humanity events on Conwell Street where 2 new homes have started being built, the Pastor Luncheon with the Mayor and the Chief and a Riverfest meeting.

Other work included preparation of the Council agenda, work on the draft budget presentation. Staff attended a FOIA training in Dover and the SCAT breakfast.

In Information Technology the department worked on Staff Safety Workgroup items and inspections, Issued website redesign community survey, worked on Riverfest Logistics, attended a telephone meeting SPD, continued prep work for SCADA network separation, worked on server licensing and transfers, repairs and installations at SPD and routing calls for service.

Councilman King reported on Code and Parks and Recreation. Building Official, Mike Bailey reported that the Code Department is doing routine inspections for on-going projects, violation inspections and performing plan reviews for new permits. They have issued 113 permits as of June 12th 2018. The city demolition projects have been successfully completed and Building Official, Mike Bailey had the opportunity to attend a Lower Delaware & Maryland Building Officials meeting.

Large Project Status:

Eagle Diner - Waiting for final inspections.

Royal Farms - Building framing is progressing. Construction entrance to be moved to Market Street so they can start on the DelDot work on Front St.

Walmart - Online Order addition. The modular box is now in place.

Ross Station Event Center - Plan review is done. Waiting for Fire Marshal Approval.

Superintendent of Parks and Recreation Katie Hickey reports that the Parks Dept. has completed routine jobs of prepping the soccer, football and softball fields and weekly trash pick-up, and grass cutting. The Adult Flag Football Championship game was played on May 23rd. (Outkast won), the Youth Co-Ed flag football signups are underway, the men's softball playoffs begin next week with a championship date set for 6/20.

Katie has attended several Riverfest meetings. Katie and her team are now in the preparation stages for this event which is scheduled for July 14th. Katie stated that the Kid's Bike Parade and the Orioles Bus trip were both postponed due to inclement weather and "Tinkergarden" classes to be held at Soroptimist Park in July & August.

BIG THANKS - to everyone that participated in the Seaford Tomorrow Texas Roadhouse Fundraiser. They were able to raise \$275 from the bake sale & raffles). Money from Texas Roadhouse is to be determined.

Mayor Genshaw added a big thanks to Staff for keeping the roads safe during the 6-7 inches of rain we have received over the past few weeks.

Councilman Holland made a motion to close the regular Council Meeting. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor. The meeting was adjourned at 8:26 p.m.

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Charles D. Anderson, City Manager

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