

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

August 11, 2020

7:00 P.M.

Mayor David Genshaw called the Regular Meeting to order at 7:00 p.m. with the following present: Councilman Dan Henderson, Councilman Matt MacCoy, Councilman Orlando Holland, Councilman Jose Santos, and Councilman James King. City Manager, Charles Anderson, Director of Economic Development and Community Relations, Trisha Newcomer, City Clerk, Tracy Torbert, Chief of Police, Marshal Craft, and Superintendent of Parks and Recreation, Katie Hickey, were also present.

Councilman Holland 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 on July 28th, 2020. Councilman Henderson made a motion to approve the minutes of the Regular Meeting on July 28th, 2020. Councilman Holland seconded the motion. The motion so passed with all voting in favor.

Correspondence

City Manager Anderson shared a thank you letter from former Councilwoman Grace Peterson about the flower arrangement she received along with the condolences for the passing of her husband, Ben.

City Manager Anderson also shared a thank you email from Paul Waddell, Engineering Service & System Operations Superintendent for the City of Dover Electric Department, for the assistance from three members of the City of Seaford Electric Department in restoring power to their utility customers after Tropical Storm Isaias.

New Business

Mayor Genshaw presented New Business Item #1: City Clerk Tracy Torbert to present information regarding the voter registration process.

Ms. Torbert explained that she has done extensive research and spoken with many City Clerks and staff members in the surrounding communities in regards to their municipal voter registration processes. She mentioned that Georgetown and Millsboro are the only two municipalities in Sussex County that utilize the State of Delaware voter database. She further mentioned that herself, City Manager Anderson, and the Director of Economic Development and Community Relations, Trisha Newcomer, held conference calls with both Georgetown and Millsboro to inquire more about their experiences with utilizing the State of Delaware database rather than keeping their own book of registered voters. She stated that both municipalities do not have much experience because they have not had a need for an election for many years (Millsboro did have

an election this year, for the first time in many years, and Georgetown is scheduled to have an election this coming weekend). Ms. Torbert further explained the current voter registration process and how it is written out in our City Charter. She also noted ways that we have attempted to increase the number of registered voters for municipal elections, including adding a line item to the residential utility service agreement, holding extended office hours, and going on site to places like the Manor House. She also provided a history of voter turnout for elections from 2015 to current.

Ms. Torbert then explained what would change if the City of Seaford were to stop maintaining our own book of registered voters for municipal elections and transition to utilizing the State of Delaware's registered voters' database. She included information about how we currently can troubleshoot any issues that may arise on election day in regards to our book of registered voters, whereas if we are to transition to utilizing the State's database, they would have to troubleshoot any issues or disputes that may arise for us. She also mentioned that if we do utilize the State's database, our non-resident property owners, that currently are able to vote, would not pull through in the list that comes from the State of Delaware Department of Elections, meaning that the City would need to maintain a separate database for our non-resident property owners in order to allow them the right to continue to vote and maintain those voters in our municipal elections.

Ms. Torbert then explained what steps would need to be taken in order to transition to utilizing the State's database for registered voters. The City of Seaford would need to enter an MOU agreement with the State of Delaware that would explain the roles and responsibilities of each party. Once the agreement is executed, the State would send the City an excel spreadsheet for staff to review and code each registered voter whether they are eligible to vote in a City of Seaford municipal election then return the spreadsheet. At election time, they would then send us the list of registered, eligible voters; if a candidate requested a list of registered voters during their campaign, that list would have to be requested from the Department of Elections, whereas with the City's maintained book of registered voters it is readily available.

Ms. Torbert also explained about what House Bill 175 is and that she reached out to the State Election Commissioner, Anthony Albanese, to get some clarification about what it covers in regards to vote by mail. It only covers State elections and municipalities would still just offer Absentee ballots like they already do. The main difference between vote by mail and voting absentee is that the vote by mail system does not require a reason for why you are unable to vote in person on Election day, but there is still a request form that needs to be filled out. She further explained that if a municipality wanted to offer the vote by mail, because HB175 only covers State elections, there would need to be a Municipality Charter Change in order to provide that vote by mail option.

Ms. Torbert further explained that if Council were to desire to change anything with the City of Seaford voter registration process then there would need to be a City Charter change, which likely would not be completed and go into effect until the 2022 election because of the turnaround time for State Legislation to approve the Charter Change (our last Charter Change took approximately 10 months to complete) and the City would not want to complete a Charter Change in the middle of an Election so as not to confuse voters or candidates.

Mayor Genshaw solicited any questions or comments from Council. Councilman King commended Ms. Torbert on the research she completed and the information that she was able to present to Council. He then inquired about the population in the City of Seaford. Mr. Torbert responded that the last notification that was received from the current ongoing US Census was 6,972. Councilman King stated that looking over the election numbers from the last five years the highest number of voters was in 2020 and totaled almost 600 out of approximately 7,000 potential voters in the City of Seaford. He inquired if there has been any thought or plan to reach out to the residents in the community and ask them about the barriers that keep them from coming to vote in municipal elections. He also inquired how many registered voters there were that were eligible to vote in the 2020 election. Ms. Torbert responded that there were approximately 1,300 registered voters and almost 600 of those people cast a ballot in the election. He further suggested reaching out to residents to ask them about those barriers that are keeping them from coming to vote, i.e. the day, the time, and what the City can do to make it easier for potential voters to come and vote. Ms. Torbert responded that the time was changed previously because of feedback from voters; the time was previously 10-6 and moved to 7-3 to accommodate more potential voters. She also noted that Saturdays were chosen because many individuals work during the week and Saturdays were more available for residents to come out and vote. She also mentioned that there has been discussion about having some outreach events, such as Afram and Riverfest, but if Council desires, a survey could be taken from City residents and suggestions compiled from those. Councilman King noted that some of the States/Towns with high voter turnout have the option of same day registration. He also noted that he thinks that response from residents should drive any decisions/discussions for changes to the process rather than Council driving that conversation. Councilman King suggested the option of putting together a panel of people to reach out to the residents and gather information to bring back to Council.

Mayor Genshaw solicited any additional questions from Council. Councilman Henderson noted that although the population of City of Seaford is approximately 7,000, a significant portion of that population is under the age of 18 and not eligible to vote. He also noted that less than half of Seaford's eligible voters are actually registered to vote. He then inquired, if the City Manager allowed the time, if Ms. Torbert would be willing to consult with Rehoboth Beach about their most recent election and find out what they are doing differently to gain the voter turnout that they had. He noted in their most recent election that they had 1,731 registered voters and received 1,471 votes and whether the City did anything to help drive that or if it was candidate driven. He also noted that his belief is that the City takes a role in communicating information but the candidates have the responsibility of getting residents to actually vote. Ms. Torbert responded that she knows that Rehoboth Beach does have a large amount of non-resident property owners that are registered and vote in their municipal elections. Councilman Henderson confirmed that there were 1,146 absentee ballots cast during that most recent election in Rehoboth Beach so even Rehoboth had a similar number of in-person ballots casted on election day as Seaford, however the proportion is different in comparison. He noted that he would be interested if we could gain some knowledge from Rehoboth of how they get their voters engaged. Ms. Torbert noted that she could

reach out to their City Clerk, who has been on staff for many years, and she may be able to provide some insight as to why their numbers are proportionately higher for voter turnout.

Councilman Santos inquired about the steps to troubleshoot any disputes or issues on Election day if the City were to utilize the State's database and whether that process would run similarly to how it does for primary elections and the time frame to receive a resolution. Ms. Torbert stated that while she could not speak on their behalf for the turnaround time for a resolution but the City would be provided with access to contact information for an on-call contact at Department of Elections, as their office hours are Monday through Friday 8a-4p. Councilman Santos further inquired if dispute resolutions would be reached same day. Ms. Torbert confirmed. She also noted that if the City utilizes the State's database, Seaford's residents would need to be registered to vote in all of the State elections as well through the State of Delaware Department of Elections. City Manager Anderson also noted that a voter's driver's license has to be up to date to assure that their name shows on the list of registered voters for the City election. Ms. Torbert explained that if somebody uses a different address on their Driver's License and they don't update it to their address in City limits, although they are a resident, they will not be included in the data that is sent to us.

Councilman Santos further inquired if there would be an option to utilize a hybrid system to try to avoid some of those issues. City Manager Anderson responded that he is not aware of anybody who utilizes a hybrid system but that would depend on the Charter language and that would need to be researched. Ms. Torbert noted that in reference to a hybrid system, the only people that would not come through the State's database would be those people who did not update their address with DMV or the Department of Election and non-resident property owners. City Manager Anderson inquired if the hybrid system he is referencing to means maintaining the City's book of registered voters as well as utilizing the State's database. Councilman Santos confirmed. City Manager Anderson noted that working an election can be confusing with finding people's information and ensuring they are registered and adding another step or database on top of what the City is already utilizing could make it more confusing and difficult for those election workers, he suggested if the City transitions to the State's database once the State sends us the completed database the City could send a letter to those registers that are currently registered in our City maintained book of registered voters but not on the new database, to inform them of the change in the process and that going forward they will have to be on the State's database in order to vote in upcoming municipal elections to allow them the chance to address the issue. Ms. Torbert also noted that the election workers are not City staff they comprise a Board of Elections that is appointed and approved by Mayor and Council so the goal is to make the process as simple and easy to follow as possible so as to not make it more confusing for election day.

Councilman Henderson inquired about whether a Driver's license is required by the State to maintain the ability to be registered to vote. Ms. Torbert noted that she has spoken with Jean Turner at the Department of Elections and she only uses the DMV as an example because it is the most common place for people to register to vote as well as update their voter registration information, however the public is able to register to vote with the Department of Elections without involving a Driver's license or State ID card and they also have the capabilities to register and update information through the Department of Elections website. Councilman Henderson further requested clarification if the list of registered voters is a DMV list or a Department of Elections list.

Ms. Torbert clarified that the Department of Elections pulls information from the DMV but ultimately it is a Department of Elections list. Councilman Henderson further requested clarification that the database we receive will be from the Department of Elections. Ms. Torbert clarified. Councilman Henderson further explained that he wanted to ensure that those that either don't have a driver's license or have surrendered their driver's license and are still registered to vote will be included in the database that is sent, if the City chooses to transition to utilizing the State database. Councilman Henderson further inquired if it would be possible to have a provisional paper ballot available on election day if a dispute is not able to be resolved in a timely manner for the registered voter to utilize while their dispute is resolved. Ms. Torbert confirmed that she had a discussion with City Manager Anderson about a similar situation and mentioned that it would need to be a paper ballot so that if the individual was in fact not registered/eligible to vote their vote would not be included in the voting machine, however, if a paper ballot were cast that individual's voting privacy has been removed and it is no longer a secret ballot because it would need to be opened and read to be tallied into the election results. City Manager Anderson stated that a provisional ballot request on election day would be something that would need to be approved by the election judge. Ms. Torbert confirmed that disputes on election day are worked through with the election judge and the election board, City staff would just provide requested documentation to assist.

Councilman King inquired about whether it is a possibility as part of a Charter Change to allow business owners that pay City utilities the right to vote in municipal election. Ms. Torbert noted that there is not currently a provision in the City Charter that allows LLC or corporations the ability to vote in municipal elections. She also noted that the previous City Solicitor always said "people vote for people", so therefore in order for a "business" to have the ability to vote, the name/ownership of the business would have to be in the individual's name to be eligible to vote in a municipal election, however when it comes to referendums and special elections, each LLC and Corporation receives one vote per parcel because those do effect the taxes that are paid. Councilman King further clarified that he is referencing for example a shopping center, where the land is owned by one business/individual and then each store is a separate entity with a desire to vote in City elections. Ms. Torbert stated that the City Solicitor worked on that during the past election and the Charter reads that the City does not allow businesses to vote, it states that people that reside or own property within City limits. Councilman King additionally inquired about transitioning to the State database for registered voters, currently when a resident registers to vote for municipal elections, one of the questions that they answer inquires if they are a US citizen, would that question already be answered by utilizing the State's database. Ms. Torbert confirmed that the State already checks all of those boxes before they register a person eligible to vote.

Councilman Santos inquired if the City were to transition to utilizing the State's database would campaigning councilmen/women be able to provide the Department of Elections' website to residents in order for them to register to vote. Ms. Torbert confirmed that the Department of Elections does allow individuals to register to vote online through their website, however there would still be deadlines in place for registering to vote in an upcoming election in order to ensure that we have a completed and accurate list for election day.

Mayor Genshaw thanked Ms. Torbert for her time and effort in researching this information. City Manager Anderson also thanked Ms. Torbert and commented that there will be follow up with Rehoboth Beach about their voter turnout for their recent election to ask for feedback to bring back to Council at a later date. He also clarified that the information was shared with Council to allow them the chance, if they decide, for the staff to initiate the process for a Charter change for the 2022 election.

Mayor Genshaw presented New Business Item # 2: Present for a first reading, an ordinance to amend Chapter 8, of the Municipal Code of Seaford regarding Special Events in the City.

Dan Griffith, City of Seaford Solicitor, approached the podium and provided a first reading and explanation of the amendment of Chapter 8, of the Municipal Code of Seaford to adopt an ordinance for Special Events permits in the City. He stated that this is a proactive approach on the City's behalf to adopt this amendment into the City Municipal Code, because of the heightened sensitivity and disputes of the public's right to utilize City property through the Constitution's First Amendment Rights such as protests. He further explained that the amendment that is set forth provides guidance to the City for when a special events permit would be needed and also when the First Amendment Rights cover the use of the City property without a special event permit. He clarified that anytime a member of the public utilizes public property that is covered by the First Amendment to the Constitution, however, the law also provides the Government the right to regulate the public's use of public property. When the Government is regulating the public's use of public property under the First Amendment, the Government is only allowed to do so if it takes heed to four circumstances: content neutral; reasonable in time, place, and manner; reasonably related to government interest; and least restrictive method possible. The ordinance includes definitions as well as exemptions of events that may or may not require a special events permit.

Mayor Genshaw solicited any questions from Council. Councilman Henderson inquired about the definition of a member of the public; he further stated that the way the definition is written into the ordinance it includes those people that are not residents of the City and it is the residents and businesses in the City that fund the operation of the public parks and spaces. He further inquired if this means that outside groups have every right to use that space as well. Mr. Griffith responded that he would argue that the City has a legitimate interest in restricting the use of its public property to its own residents, however, if the City cannot show that interest then the use by an outside party would be covered by the First Amendment. He further explained that if the City could articulate a reason why it advances the City's interest to limit the use of public property by members of the City, then it would be upheld. Councilman Henderson further clarified that if someone from another State were to come to Seaford and want to have a demonstration on public property would they be precluded from utilizing the public parks because they are not a resident. Mr. Griffith stated that the City would have to articulate a reason why a party from another State would be differently situated from a City resident for that purpose. He further stated that, as has been seen throughout the country, individuals from outside areas have been permitted to protest in areas that are not their hometown. Unless the City could articulate a reason why somebody who is not a City resident would behave differently or conduct themselves differently or if it would require greater City

resources for the City's regulation of that use of the property, it would be difficult to restrict a non-resident's use of the property. Councilman Henderson further clarified that his concern is whether a large gathering could overpower the City's ability to ensure public safety and outside resources would need to assist to control an unruly large gathering. He further expressed his concern that situations like this will more than likely be reactionary because groups of people will gather without asking for a permit or without knowing that they need to ask for a permit. Mr. Griffith responded that prior to this ordinance there was nothing in writing for the City Government to point to in order to regulate and/or shut down gatherings. He said that this ordinance is proactive because if somebody says that their First Amendment rights are being restricted, they can be provided with this Constitutional, legitimate ordinance showing that the City has a right to regulate the use of public property; the enforcement provisions of the ordinance allow the City to address those situations.

Councilman King inquired if any demonstration happening on City public property will require a special events permit. Mr. Griffith clarified that not every demonstration or use of public property will require a permit, this ordinance provides guidance to determine whether an event would require a permit or not. The guidance in the ordinance reads that a permit would be required if an individual would require services, i.e. a traffic stop, police presence, or if an individual will be using public property for an extended period of time when other members of the public will be restricted in the use of said property, etc.

Councilman Santos inquired about the \$100 application fee and why the amount was set to \$100. City Manager Anderson responded that the \$100 was drafted into the ordinance by the Attorney. Councilman Santos further inquired if the fee is set at that price or if the amount could be changed. City Manager Anderson responded that Council can set that price if desired, it will be included in the City fees and rates schedule, but the administrative processing of a special events permit takes the effort of multiple people away from other tasks so the \$100 application fee is a minimum charge. He further explained that when a request is received the Superintendent of Parks distributes that request to every Director (public works, electric, police, economic development, etc.) so that input can be given based on the circumstances of the request. Councilman Santos further inquired about the requirement for individuals to have special event insurance and how easy it is for somebody to acquire special event insurance. City Manager Anderson responded that the City acquires special event insurance annually for Riverfest and the Afram Festival also acquires it and other events utilizing City property do provide proof of special event insurance. City Solicitor, Dan Griffith, noted that special event insurance is specialty insurance that not every agency writes. He also noted that there are very limited circumstances in which special event insurance is required for an event. The two requirements are the use of a City street or a portion of the City street and conduct that is not already protected by the First Amendment. He further explained that there are specialty insurance agencies that do write policies for special events and because the need usually only lasts one day to one week, the premiums are usually very minimal. Councilman Santos inquired if that is something that somebody could request from their insurance agent, such as State Farm. Mr. Griffith responded that companies like State Farm are casualty insurance companies for home and auto but larger companies would more likely have an option for

special event insurance. He further explained that there are probably approximately at least 10 companies in Sussex County that could provide the necessary coverage for a special event insurance policy.

Mayor Genshaw solicited any additional questions from Council. Councilman King inquired why the fee is the same for every application when certain events may require much more effort or impact of City services while others may require minimal. City Manager Anderson responded that this is just an application fee for the special event permit and depending on the circumstances and requirements for City services there may be other fees incurred by the individuals/groups on a case by case basis. City Manager Anderson provided an example about the bookbag drive that is happening at the end of the month, it has been successful in past years and they give out approximately 350 bookbags to youth before school starts. They have requested the use of Collins Ave for an extended period of time and in conversations with the Chief of Police they will be incurring the fee of a special duty officer for the timeframe of their event.

Dan Griffith closed his presentation by stating that special event permit ordinances are not unique to the City and are gaining prevalence throughout the Country. He further stated that the language that is used in this ordinance is very consistent and almost verbatim with what has been used in other areas throughout the Country. Mayor Genshaw solicited any additional questions from Council; there were none. City Manager Anderson confirmed that this was the first reading for this ordinance and it will require a second reading afterwards Council can choose to either adopt or modify the ordinance at that time.

Mayor Genshaw presented New Business Item #3: Chief of Police Marshal Craft to present a grant funding request to be made for the FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$11,390 to purchase computers and monitors, a projector, ASP training bag and batons, riot helmets, and uniform shirts.

Chief of Police Marshal Craft approached the podium and explained the breakdown of the items that the 2020 JAG will be used to purchase for the Department in conjunction with the City of Milford. He stated that \$11,390 has been allotted for the grant and the total amount of funding needed for the equipment is \$11,472.22 which overruns the grant by less than \$100 which would be paid for out of the City of Seaford budget for the Police Department.

Mayor Genshaw solicited any questions from Council. Councilman Henderson asked Chief Craft to describe the Class B long sleeve shirt and is it collared. Chief Craft confirmed that the shirt is collared and further explained that it is a "wash and wear" uniform, whereas the regular uniform shirts have to be dry cleaned. He stated that proper short sleeve shirts were purchased with the Coronavirus Grant and the recommended guidance from the CDC is that uniform shirts are washed after each wear which is difficult with the regular uniform shirts. He stated that the purchase of the long sleeve shirts allows for 3 wash and wear shirts per officer. He clarified that these shirts are grey and will look very similar to the regular uniform shirts.

With no other questions, Mayor Genshaw called for a motion. Councilman Henderson made a motion to approve the grant funding request to be made for the FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$11,390 to purchase computers and monitors, a projector, ASP training bag and batons, riot helmets, and uniform shirts, 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 MacCoy voted yes;
Councilman King voted yes.

The motion so passed.

OLD BUSINESS:

There was none.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. Seaford Police Department Awards Ceremony at the Seaford Police Department, August 13, 2020 at 12:00 p.m.
2. Employee Appreciation and Awards Dinner, August 21, 2020 at Vanderwende Acres starting at 6:00 p.m.

COMMITTEE REPORTS

Councilman Santos reported on Administration and IT:

PROJECT UPDATES:

MEETINGS:

- Attended a DEMEC strategic planning session meeting.
- Attended a meeting regarding MS4 permitting.
 - Municipal Separate Storm Sewer System.
 - DNREC required State permit.
 - Will require additional storm water monitoring and reporting
 - 5-year permit once issued.
- Met with a developer regarding potential property rezoning.
- DEMEC COVID-relief funds

- City received \$20,300 to assist electric customers affected by the crises.
- To assist with delinquent bill payments.
- For more information call City hall for program details.

OTHER WORK:

- Prepared the City Council agenda.
- Made inspection of the PD renovation project.
- Participated in the bi-weekly call with the Governor.
 - COVID numbers are trending well in the State.
- Participated in code inspection interviews.

Information Technology Report:

- Website editor training; Website still in migration process.
- Replacement iPads ordered for Council
- Fixed issue with MobileVision o Currently updating this system with new video storage and cameras as budgeted.
- Working on Projects at Police Department (Access Control System, wiring and working with contractors)
- Order equipment for upcoming projects
- Routine IT tech support assistance

Administration Report for Council –

- Attend multiple conference calls for unified command.
- Attend DEMEC board meeting.
- Attend contract negotiation meeting with the police department Teamsters Local 326
- Preparing for the City's annual audit – correspond with auditors and provide requested reports and documentation.
- Attend Strategic Planning workshop with DEMEC
- Attend Global Leadership Summit (virtual)
 - Management leadership development seminar.
 - Seven members of the Management team attended the two-day event.

All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman Henderson reported on Fire, Police and, EMS.

Seaford Volunteer Fire Department, Inc.

Report from President Matt Read: No Report this period

**Notes from SVFD Fire Chief John Wilson's report:
Alarms to Date (8/10/2020) (1100 hours)**

- FIRE / RESCUE 457

- EMS 1906

Significant Calls

- Tuesday, 8/4/2020; Tropical Storm Isaias, SVFD handled 26 calls from 0600 hours to 2100 hours.

Apparatus

- Tower 87 out of service, Still having issues with electronics of aerial
- 08/03/2020; Ambulance C87 was involved in a minor backing crash during a medical call on Ivy Drive. All pertinent information was completed per SVFD policy and report filed with Seaford Police.

EMS

- Ambulance B87 specification bid due for return on August 18, 2002
- August 4, 2020; SVFD EMS handled (4) DOA's and (4) storm related medical incidents
- August 8, 2020; Treated Police Action (GSW) patient at Woodshed

Training / Meetings / Business

- Nest Training is on August 12, 2020 on High Rise equipment and procedures

Events

- No events to report within this time period

**Monthly Fire Report as reported by 2nd Assistant Chief Tom Lecates
 July 2020**

Total number of alarms- **66**

Number of alarms within the City- **25**

Number of alarms outside the City- **32**

Number of assist/stand-bys at other fire companies- **9 / 0**

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
2400-0100				1			1
0100-0200	1						1
0200-0300		1					
0300-0400				1			
0400-0500				1			
0500-0600					2		
0600-0700		1				1	
0700-0800					2	1	

0800-0900						
0900-1000		1	1	1	1	
1000-1100				1		
1100-1200				2	1	
1200-1300				4	1	
1300-1400		1		1	1	1
1400-1500				2		1
1500-1600		1		1	1	1
1600-1700		1				
1700-1800	1					
1800-1900		2		1		1
1900-2000			1			1
2000-2100			1	2	1	2
2100-2200	1	1	2		3	1
2200-2300	1	1				2
2300-2400						1

Types and number of Alarms

AFA	17	Odor Invest.	
MVC	15	Powerlines	3
EMS Asst.	11	Public Service	
Appliance Fire		Rescue	2
Brush/Field Fire	1	Service Call	4
Child Locked in Veh.		Smoke Invest.	2

CO Detector		Stand-By	
Chimney Fire		Structure Fire	
False Alarm		Trash Fire	1
Fire Police Asst.	1	Vehicle Fire	
Fuel Spill		WashDown	
Gas Leak		Woods Fire	
Improper Dispatch			
Landing Zone Req.			
Manure Fire			
Assist other Fire Dept/Co	9	Duty Crew Calls	5
Structure	4	Friday Duty Crew Calls	0
MVC	3	EMS Asst.	1
Water Rescue	1	Fire Police Asst.	1
Brush/Field Fire	1	Child Locked in Veh	
Powerlines		Public Service	1
Vehicle Fire		Smoke Invest.	
EMS Asst.		Powerlines	
Fire Police Asst.		Trash Fire	
Rescue		Assist other FD/FC	
Gas Leak		AFA	
Woods		CO Detector	
		Gas Leak	

MVC

1

Rescue

1

Training:

Hi-rise training at Station 87.
 Hydrant operations at the Seaford Industrial Park

Notable Alarms for the Month:

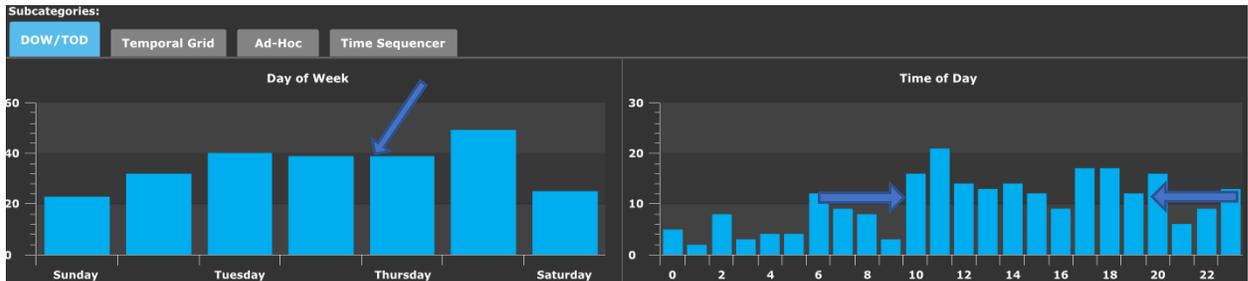
July 23- Smoke investigation from an overheated computer at the Nanticoke Cancer Center.
 July 28- Assisted Blades on a structure fire at 28079 S. Pine Ridge Drive caused by a lightning strike.
 July 29- Assisted Blades on a structure fire at 25404 Bethel Concord Road, Tanker 87 was first due.

Police Activity during period of **Monday July 27, 2020 - Sunday August 08, 2020**

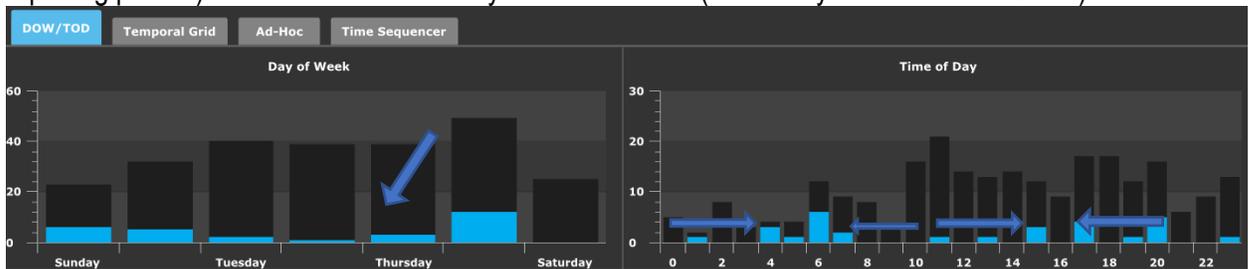
INCIDENTS	2020 YTD	2019	2018
All crimes	3521	6,619	4918
Drug Crimes	126	249	390
Overdose	20	25	23
All Traffic Contacts (E-Tickets)	4311/ (806)	7,819 (1,782)	6387 (3,617)
All DUI	18	42	52
All Crashes	322	584	533
False Alarms	273	494	333

Criminal

- All complaints: **247** (defendants: **31** adult & **7** Juvenile)
 - Felony: **8**
 - Misdemeanor: **56**
 - Violations: **17**
 - Civil: **1**
 - Other: **165**
- 87% Clearance Rate (overall)
- Friday from 1000-2300 hours (overall crime)
- The below chart shows data for overall crime during this reporting period:



Additional Crime Data below: There were a total of **29 complaints** consisting of Assault, Aggravated Assault, Burglary and Theft; Excludes Shoplifting: (59% clearance rate during this reporting period.) Most occurred on Friday from 0400-0700 (secondary time was 1500-2000.)

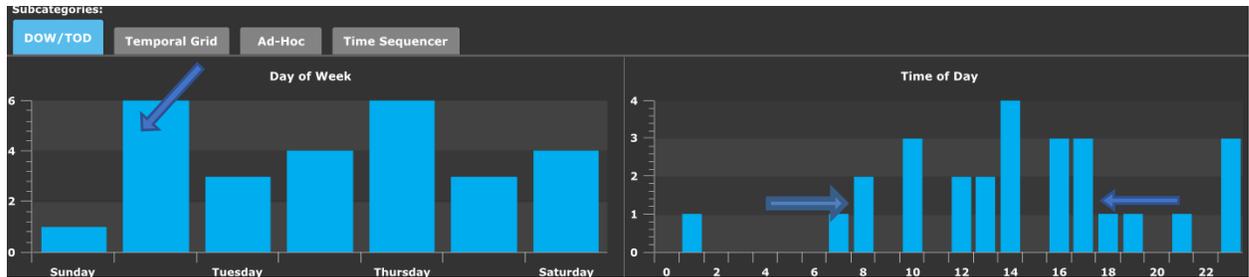


Drug Complaints:

- Drug Crimes: **7**
 - Adult Arrest: **6**
 - Juvenile Arrest: **0**
 - Pending Active: **1**
- Search Warrants(s): **0**
- Overdose: **1**

Traffic

- Citations: **235** traffic contacts resulting in **81** citations
 - 8 Distracted driver charges
 - **5** Inattentive driving
 - **3** cell phone violations
- DUI: **0** (0 accident related DUI's)
- Crashes: **27**
 - Injury: **2**
 - Non-Injury: **25**
 - **Additional Information: (Driver distraction primary cause of accident)**
 - Hit & Run: **6**
 - Alcohol/drug related crash: **0** (not DUI)
 - Pedestrian: **0**
 - Monday and Thursday's from 0800-1700 Hours (**See Crash chart below**)



Significant Events:

07/31/20, SPD dispatched to Front Street, N/O King Street for a reported Assault, Aggravated menacing and Strangulation. Investigation revealed Defendant Lavince King was engage(d) in a verbal altercation with an unknown female when the victim (female) told him to stop. This resulted in D- Lavince spitting in the victim’s face. The victim tried to walk away when D-Lavince pushed her to the ground, put her in a headlock and squeezed until she could not breath and then held an object (knife or a piece of glass) in his hand while threatening to kill her. Defendant was arrested on scene by SPD and later committed to SCI in default of a secured bond. #71-20-5852.

07/31/20, SPD dispatched to Motel 6 for a reported overdose. Upon arrival, SPD located one female victim who was unconscious and not breathing. SPD initiated CPR, regained a pulse and the scene was TOT EMS upon their arrival. #71-20-5853.

08/02/20, SPD dispatched to E. Ivy Drive S/O Lilac lane for a reported Burglary. Investigation revealed that an unknown male suspect was observed entering the Victims garage and 2 vehicles; however, no items were reported stolen at this time. Latent prints were lifted and forwarded to State Bureau of Identification (SBI) for further examination. Case pending active. #71-20-5904.

08/04/20, SPD patrol and CI was dispatched to N. Shipley Street for a deceased male victim 45 yoa. The Medical Examiner’s office responded to assist with the investigation and remove the body. The case is pending an autopsy. #71-20-5998.

During this reporting period, several panhandlers were barred from the Wal-Mart property and Seaford Village Shopping Center. Note. SPD made an initial formal contact, no arrest, with the individual(s) to provide them with formal written notification from the entities of their debarment. The individual(s) returned to the property after the formal notification and were arrested for trespassing and released.

Because of numerous complaints of panhandling and occasional aggressive behavior, SPD has placed digital sign boards around the city in areas prone to panhandlers. **The goal is to discourage citizens from donating to individual panhandlers and to promote donations to local charities that will benefit all of our citizens in need.** (Love Inc, Ace PEER center, The Cross building, Code Purple and local churches to name a few.) Panhandlers all have access and

knowledge of our local charities, but choose to solicit cash. If you want to help, please donate to our local charities.

HOMICIDE (Victim: Jeffrey Lorenzo Akins Jr.)

08/08/20, 0100 hours, at the Woodshed Bar located on Bridgeville Hwy, just north of City Limits. Anyone with information is asked to contact Det. J. King, Delaware State Police, at 302-741-2821.

Admin

- Attended virtual Director, Staff, Liaison and Unified Command meetings as scheduled - Chief
- 07/28/20 - Council Meeting - Chief
- 07/28/20 - Meeting with Children & Family First ref. joint event planning - Chief / SRO Justice
- 07/29/20 – SPD Staff meeting - Team leaders and above
- 07/30/20 - Unified Seaford meeting - Chief
- 08/05/20 - SPD Renovation Meeting - Chief, D.C. and Building & Grounds
- 08/06/20 - Police Reform (Task Force Virtual meeting) - Chief
- 08/07/20 - Meeting at City Hall - Chief

Training

- Continue to follow Attorney Generals guidance related to Governors Declaration of State of Emergency.
- 08/03/20 - 2020 Implicit Bias Training/Policing during Civil Unrest (US Attorney / NOBLE)– Chief
- 08/04/20 - Virtual training ‘Serving Amid Chaos’ (LEXIPOL) - Chief, D.C.
- 08/06/20 - Global Leadership Conference (GLS Virtual) - Chief & Lt. Little
- 08/07/20 - GLS Virtual Conference
- 08/07/20 - Internal Affairs certification (Diagle Law Group) - Deputy 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.
- 08/06/20 - SPD assisted with Food Truck (Harry K Foundation) distribution location at Seaford Middle School - Lt. Little, SSgt. Sterner and Mr. Thornton Parker
- 08/06/20 - Round table discussion on Racial Reconciliation during GLS leadership conference - Mayor, Chief and other community stake holders (Facebook live.)

Councilman Holland reported on Code, Parks and Recreation:

Parks and Recreation Department

Accomplished week of 7/27

Parks – Worked on irrigation repairs at Riverwalk

Parks – Completed 4 work orders (35 total for the 2020 season)
Parks – Cut grass, trimmed, and sprayed multiple parks, water towers, and other locations
Parks – Thoroughly washed and sanitized all equipment/trucks
Rec. – Completed final week of Youth Field Hockey & Tennis
Rec. – Prepared advertisements for Fall youth sports / contacted coaches from prior year
Parks&Rec. – Continued working on parks & recreation descriptions for website
Parks&Rec. – Completed filing for June & scanning for Erica
Parks&Rec. – Held a meeting with Charles, Trisha, & Deputy Chief Rapa about a Special Event Permit for Nutter Park

Accomplished week of 8/3

Parks – Mulched exposed irrigation lines on High St. from Market to Pine
Parks – Completed maintenance on trimmer
Parks – Cut weekly grass locations & picked up limbs/debris from storm damage
Parks – Power washed trash cans along High Street (all but 2 completed)
Parks – Completed bid specifications for review for new 2020 mowers
Rec. – Advertised for youth clinics and completed set-up for online registrations
Parks&Rec. – Reviewed /edited potential ordinance regarding special events & permits
Parks&Rec. – held a meeting for a drop-and-go event at the Jay’s Nest on Aug. 22 nd (not public)
Parks&Rec. – Worked on program descriptions for website
Parks&Rec. – Completed Leadership Training Course 8/6 – 8/7

Code Department Report

- Issuing permits (238 Issued in 2020)
- 559 Rental Licenses Issued. (1,608 Individual Units) (596 Homes) (1,012 Apartments)
- Doing routine inspections for on-going projects
- Doing violation inspections throughout City

- Performing plan reviews for new permits
- Matthew Chenoweth started 8/10/2020 as the new Code Inspector

Large project status's

- Wawa – Curbing installed for new access road.
- Melanies Ridge –Deldot work to start this week
- Mearfield 2 – First duplex almost finished. Second duplex foundation installed.
- Montessori School – New classroom building progressing. Temporary class room trailers setup and ready for use.

Councilman MacCoy reported on Electric.

Since the last report

Crew

- Set a pole and transformer at 38 Cedar Ave. Moved the 3-phase transformer bank over to the new pole and split the secondary services to reduce the load on each transformer.
- Filled in the ruts in the church grass next to Pigman Reserve Center.
- Cleaned off and restocked the trucks.
- Worked 17 hours due to Tropical Storm Isaias.
- Did rereads for billing.
- Greg Brooke, Nick Smart and Jordan Marvel went to assist Dover on Wednesday after the tropical storm to help them with restoration.
- Extended the underground secondary wire on Poplar St for the new house.

Director

- AMI bi-weekly conference call
- Had COVID 19 Unified Command conference calls.
- Had a staff meeting.
- Talked with QEI about SCADA training that is rescheduled for Greg Brooke.
- Had truck 8, 9, 11, and 4 serviced.
- Applied for the DelDOT permit for the Sussex Hwy fiber optic extension, with help from Berley Mears.
- Worked 17 hours due to Tropical Storm Isaias.
- Attended the Global Leadership Summit.

Upcoming Weeks

- Get truck 3 and 19 serviced.
- 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.
- Install 3 new lights on the Venture Drive extension.
- Continue working in Mearfield 2 as they build more units

Councilman MacCoy also shared some information and pictures from the electric department's work after Tropical Storm Isaias.

Councilman King reported on Public Works & WWTF.

Past two weeks:

Public Works:

- Rt. 13 Water main extension is in the testing phase.
- Cleaned key sewers
- Church of God paving prep work has begun.
- Installed new water service one on State St. and two on Poplar St.
- Performed a few property clean ups for Code.
- Cleaned catch basins in preparation of the storm.
- Worked on some water meter reading issues.
- Working on picking up all the L & L from the storm.
- Force main and pump station installation for the Unified Sewer District is on-going.
- Mearfield signs have come in and will be installed soon.
- Smoke testing result letters have gone out to some property owners.
- 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

- No new news is good news here.
- Plant performance is good
- We HAVE compost to sell by appointment
- Leachate treatment going well but less
- Septage is down
- No major equipment maintenance needed

Upcoming two weeks:

Public Works

- Finish Church of God parking lot paving
- Pick up all the limbs from the storm
- Install signs in Mearfield
- Replace hydrant on Market prior to paving
- Receive Street advertising bids
- Replace fire hydrants (ongoing)
- Continue all routine tasks

WWTF & COMPOST

- Keep the plant up and running with no violations
- Perform maintenance as needed
- Screen for compost

Mayor Genshaw thanked Trisha Newcomer, Director of Economic Development and Community Relations, for her initial social media push before the storm to keep the drains cleaned out and he also commended all of the utility workers for all of their hard work to restore power and utilities to the residents during and after the storm and also on a regular daily basis. He mentioned that Seaford is very rarely without utilities and it is usually restored very quickly, which is not always true in other communities.

Mayor Genshaw called for a motion to adjourn the Regular Council Meeting. Councilman MacCoy 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 8:10 p.m.

Charles D. Anderson, City Manager

/JJ