

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

August 25, 2020

7:00 P.M.

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

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

Mayor Genshaw solicited any changes to the agenda. City Manager Anderson stated that there is a deletion of two people that were to be present tonight; Mrs. Elizabeth Imbraglio & Matthew Chenoweth.

Mayor Genshaw called for a motion to approve the minutes of the Regular Meeting on August 11, 2020. Councilman Holland made a motion to approve the minutes of the Regular Meeting on August 11, 2020. Councilman MacCoy seconded the motion. The motion so passed with all voting in favor.

Mayor Genshaw introduced Mrs. Michaelina Brumbley who was recently hired full-time as a Park Tech 1 in the Parks Department.

Correspondence

There was none.

New Business

Mayor Genshaw presented New Business Item #1: Present for acceptance the annexation committee report for property owned by Mr. Sapan Shah, SCTMP 331-3.00-180.00; 22512 Sussex Highway known as the Sunrise Motel. City Manager Anderson stated that the annexation committee was appointed on June 14, 2020 by Mayor Genshaw that consisted of Vice-Mayor Henderson as the chair, Councilman MacCoy and Councilman Holland. The Annexation Committee met on August 12, 2020 to investigate the possibility of annexing this land into the City of Seaford limits. The formal request was received from the property owner on June 15, 2020. City Manager Anderson showed pictures of the property, the City Zoning map and the Comprehensive Plan land use plan. During the annexation committee meeting, the committee discussed the reasons for annexing and reviewed the information.

There are no streets and roadways there; Sussex Highway is a state-maintained road. There is not a municipal storm water system in close proximity to these lands. The proposed zoning for the land is C-2 Highway Commercial District. Currently, the subject parcel receives electric from Delmarva Power, upon annexation the City will amend its service territory agreement with DPL through the Public Service Commission to include these annexed lands. The City of Seaford currently has a

gravity sewer main near the subject property which is plan to be extended to this area. City Manager Anderson added that water has been extended to the other side of Sussex Highway. The property owner has been advised if the property is annexed, they will be subject to City property taxes and the City's lodging tax. The advantages and disadvantages to the City were discussed during the annexation committee meeting and are included in the committee report.

As a result of the annexation committee meeting, it was unanimously recommended to proceed with the annexation of the property with C-2 Highway Commercial zoning. City Manager Anderson added that there will be a public hearing for this item to allow the public to comment.

City Manager Anderson asked if Councilman Henderson had anything to add. He added that over the last several months, the property has been sold to a new owner that has a desire to reinvest in the property. In addition, the property owner has already invested a lot of money for improvements to the property. This would be a plus for the City due to the improvements to the property and the property owner's desire to develop the property in the future.

Mayor Genshaw solicited additional questions or comments from Council. Councilman King asked about the cost that the City would incur to expand the electric service to this location? City Manager Anderson stated that upon annexation of the property we have the authority in our agreement with DPL and DEC to extend our electric territory. Upon annexation, we would notify the sister utility and then ask for a buy out cost. Once a buy out cost is obtained, it would be brought back to City Council for a decision. He added that there is an additional cost that includes running a parallel pole line up Sussex Highway as an overbuild to the current system. We would need to DP&L to do the work as our crew is not able to do that work.

Mayor Genshaw solicited any questions from Council; he then called for a motion. Councilman Holland made a motion to accept the annexation committee report for property owner by Mr. Sapan Shah, SCTMP 331-3.00-180.00; 22512 Sussex Highway known as the Sunrise Motel as presented. Councilman King seconded the motion.

Mayor Genshaw then asked for a roll call vote:

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

The motion so passed.

Mayor Genshaw presented New Business Item # 2: Present for approval a proposed tax abatement for the Residence at Riverplace LLC; Apartment Building #3 as previously approved for buildings #1 & #2. City Manager Anderson stated that they are fully leased up in buildings #1 & #2

and they are now moving forward with building #3. He added that buildings #3 & #4 are the buildings that will go along South North Street towards Middleford Road. They will be very similar to the previous buildings regarding size and unit numbers. They are asking for a tax abatement similar to the one that was given for buildings 1 & 2.

City Manager Anderson reviewed the tax abatement that was granted for buildings 1 & 2. City Manager Anderson added that they are requesting the same stipulations. He added that tax abatements can be hard to track for staff and it is thought for budget purposes to have the abatement to start with the budget year.

Mayor Genshaw asked for any questions or comments from Council. Councilman Henderson asked if the abatement would start on July 1, 2021 even if the project has not broken ground? City Manager Anderson stated that they have submitted drawings and are currently going through the review process. They have an October anticipated start date for breaking ground. Councilman Henderson then asked if building #3 would have 72 units as previously discussed? City Manager Anderson stated that it was initially proposed to have one long building along North Street, however, due to finance issues, the plan has changed to have two buildings rather than one. Councilman King asked what the estimated cost savings was given to this investor. City Manager Anderson stated that it is about a quarter million dollars.

Mayor Genshaw solicited any additional questions from Council; he then called for a motion. Councilman Henderson made a motion to approve a tax abatement for the Residence at Riverplace LLC; Apartment Building #3 as previously approved for buildings #1 & #2; for a period of ten (10) years with the following stipulations:

- Abatement will begin July 1, 2021.
- Property owner will continue to pay the assessed land taxes for parcel 431-5.00-318, 322 and part of 332.01, which are subject to change should reassessment occur.
- Ten (10) Year Abatement shall follow the following schedule:
- Years 1-5 – Full tax abatement on the improvements portion of the property tax assessment.
- Years 6-10 – Increasing incremental rates at 20% annually i.e.:
- Year 6 - 20% Payment of annual assessed improvement property tax value.
- Year 7 - 40% Payment of annual assessed improvement property tax value.
- Year 8 - 60% Payment of annual assessed improvement property tax value.
- Year 9 - 80% Payment of annual assessed improvement property tax value.
- Year 10 - 100% Payment of annual assessed improvement property tax value
- Abatement resides with current property owner only and is non-transferable 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.

Mayor Genshaw presented New Business Item #3: Bids – Street Paving 2020. Berley Mears, Director of Public Works stated that there were seven bids received with ECM Corporation being the low bidder in the amount of \$118,726.50. He added that we have not worked with them in the past, however, they have done a lot of work for the Town of Delmar. He believes they are capable of completing the work and would like to recommend them for the project.

Mayor Genshaw asked for any questions or comments from Council. Councilman Henderson asked what areas of Arch, Market and King Street would be paved? Mr. Mears explained that we do have to mill them down full depth and put them back; it does cost more money. For Market Street, it is being proposed to do High Street to Poplar Street. Then King Street over to Arch Street and then Arch Street back over to High Street.

Mr. Mears also pointed out that of the money that we receive for street paving, about \$50,000 of that goes towards handicap ramps. This reduces the number of streets that can be paved each year. Councilman Henderson asked if recent revisions to handicap ramps have made it cost more money? Mr. Mears stated that he does not believe so; other than cost of materials increasing.

Mayor Genshaw then called for a motion. Councilman King made a motion to award the Street Paving 2020 bid to the low bidder, ECM Corporation in the amount of \$118,726.50 as presented. Councilman MacCoy 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.

Mayor Genshaw presented New Business Item #4: Mayor Genshaw to appoint the Parks and Recreation Committee. The names submitted for approval were Councilman Holland as chair, Charles Anderson, Trisha Newcomer, Katie Hickey, Bobby Holston, Tina Hurley, Jake Moss, Mary Borger, Norma Ortiz and Javier Leyva.

Mayor Genshaw asked for any comments or questions from Council; he then called for a motion. Councilman Holland made a motion to approve the appointment of the Parks and Recreation Committee as presented. Councilman MacCoy 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.

Mayor Genshaw presented New Business Item #5: Mayor Genshaw to appoint Boyd Taylor to the Antique Fire Restoration Committee. Councilman Henderson asked if his appointment replaced anyone or was an additional member? It was explained that he was previously on the committee, however, he did not respond prior to the appointment being done at the previous meeting.

Mayor Genshaw asked for any comments or questions from Council; he then called for a motion. Councilman Henderson made a motion to approve the appointment Boyd Taylor to the Antique Fire Restoration Committee 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:

Mayor Genshaw presented Old Business Item #1: City Clerk Tracy Torbert to present additional information regarding the voter registration process. Ms. Torbert shared that she reached out to the City of Rehoboth Beach as requested regarding their significant voter turnout at their last election. According to their City Clerk, the voter turnout this year was driven by the candidates due to contentious issues and also due to many voters voting by absentee. It was added that Rehoboth Beach did have a good amount of people come in to vote in person as well. She added that they do maintain their own voter registration and they do allow non-resident property owners to vote in their Municipal Elections.

Ms. Torbert also reached out to the Town of Middletown for information regarding their Municipal Election. They have looked into using the State's system; however, they did not make the transition due to time constraints. They also shared that the State's system is provided to municipalities by zip codes. They had a concern of the staff time it would take to pair down the list to only include those eligible to vote in their Municipal Election. For instance, the zip code for Middletown consists of about 100,000 residents; only about 22,000 of those are eligible to vote in their elections. She also reached out to the Town of Smyrna who over the last few years has made the transition over to the State's system. The staff member that she spoke to was not able to provide any information on how the transition went due to her not being employed there at that time. They have made out well using the State's system for their election; they do not allow non-residents property owners to vote in their Municipal Elections. Ms. Torbert also reached out to the City of Milford. They currently maintain their own voter registrations and do allow non-resident property owners to vote in their Municipal Elections. They are similar to us in the way that they do extended office hours to allow people the opportunity to register to vote.

Ms. Torbert reached out to the Town of Georgetown who recently held their first election in many years and their first election utilizing the State's database. They reported that they did have some issues with people being on the out-of-town list rather than the in-town list which could have been due to coding issues. They also had a few issues with people not being on either list provided. This could have been due to not updating the address on their driver's license or not being registered to vote with the State. In this year's election, they had 395 voters come out to vote.

Ms. Torbert shared that she has many conversations with clerks from other towns. During these conversations, ideas are discussed and she is always looking for things to bring back to improve our City. In a recent conversation, a clerk discussed looking into online fillable forms to use to allow people to register to vote in Municipal Elections. She shared some examples that were provided by the vendor. This would allow people to register to vote online on our website. She shared that she has a demonstration set up with the vendor next week to get some more information and pricing.

Mayor Genshaw asked for any questions or comments from Council. Councilman Henderson thanked Ms. Torbert for following up on his request. He asked if an online registration application come with an IP address to identify where it came from? Mrs. Newcomer stated that it would come with some information that could be tracked, however, it would depend on the software the vendor is using. Ms. Torbert added that we would still verify in our office that they were eligible to vote. Councilman Henderson then asked if someone checked the box that they do not have a DE driver's license, etc., would staff further investigate their eligibility? Ms. Torbert stated that this was an example of a form provided from the vendor so we may or may not have that question asked on our form. She added that we would include a question such as if you don't live in the City, what is the address that makes you eligible to vote in the City of Seaford Municipal Election? If the resident does not have a driver's license, they could provide a utility or property tax bill to verify their eligibility. Councilman King asked about the day and time of the election and if there were any conversations with other towns regarding their date and time. He added that he believes that we are doing a good job with voter registration but the voter turnout needs to be improved. Ms. Torbert

stated that most discussions with other municipalities is that voter turnout is very slim. She added that she believes a lot of it depends on issues going on at the time of the election and the seats that are up for election. As far as the day, many other municipalities have their elections on Saturdays and there are some that do theirs on a Tuesday. Councilman King asked if there was any thought to have a conversation with voters of what we can do to drive more people out to vote. Ms. Torbert stated that we could reach out to people, however, if a survey is posted online, it would be hard to know you were only getting City residents responding. Without taking the time to mail each person a letter, she stated that she was unsure how engage people. City Manager Anderson added that a few years ago, the time of the election was changed. The time used to be 10:00 a.m. until 6:00 p.m. on a Saturday. At that time, the discussion was that the time was too long and too late. Ms. Torbert added that if a time change is desired, it needs to be remembered that would require a charter change.

Mayor Genshaw stated that if the Council chooses to bring this back to switch to the State it can be done. He added that it has been found that no system is the perfect system but moving over to the State's system it would get the City out of the registration process.

Councilman Henderson encouraged Ms. Torbert to keep looking into the online voter registration. Ms. Torbert stated that she does have a demonstration upcoming next week and from there she would include Charles and Trisha for the finance and IT information. City Manager Anderson added that when it was discussed, it was also brought up to use these similar forms for other services in the City such as utility service agreements, absentee ballot requests, park rentals, etc.

Councilman Santos stated that at this time, he is leaning more towards switching over to the State's system. Councilman Henderson stated that he was interested in seeing how having the online resources could benefit the City. Councilman King added that he agrees with Councilman Santos to move over to the State's system.

Councilman Santos asked if the City would be investing money in switching over to their system? Ms. Torbert stated that an agreement would need to be made with the Department of Elections. There is not a cost to use the State's system to her knowledge, however, there is also a cost associated with elections for poll workers, voting machines and advertisements.

Mayor Genshaw presented Old Business Item #2: Present for a second reading, an ordinance to amend Chapter 8, of the Municipal Code of Seaford regarding Special Events in the City. City Manager Anderson stated that City Solicitor Dan Griffith was present at the last Council meeting to present this information in great detail. This would eliminate the existing language we have regarding special event permits. If this is adopted tonight, we would advertise it and then 30 days after that, it would go into effect.

City Manager Anderson stated that staff would still do the same process of reviewing the applications during the 45-day approval. Staff would also meet with the coordinator of the events if

needed. He added that as of now, we do a refundable fee; this ordinance states that it would be a \$100.00 non-refundable fee for the application.

Mayor Genshaw asked for any questions or comments from Council. Councilman King asked why the current permit has a refundable deposit and the new language is to have a non-refundable deposit? City Manager Anderson stated that staff tries to meet and/or speak to the coordinators of the events to see what their event entails. If it is just a small gathering in the park, a special event permit is not needed. He added that there are a lot of larger events that are going on in the current times. Staff is spending more time to meet and speak with the groups using our parks to get more information. Councilman Santos stated that if the fee was refundable more people would be willing to follow the rules better. Ms. Hickey stated that more larger events are happening in the park which is causing staff more time to set up for these events and clean these events up. City Manager Anderson stated that if Council desires to change the language to have a refundable fee it could be done. Councilman King asked how it is determined if it falls into a special permit or not? City Manager Anderson stated that City staff would determine if a permit is needed or not; in line with the ordinance language. If City services would be needed such as road closures, electricity or police protection those would require a special event permit.

Councilman Henderson stated that he felt that the \$100.00 permit fee is fair because it helps defrays the cost to the City. Councilman MacCoy stated that he agrees with Councilman Henderson that the fee is fair.

Councilman Henderson asked about the language regarding expressing your first amendment right under the insurance section of the ordinance. He feels that exemption is improper; he added that you are not able to go out and express your first amendment right and cause property damage or bodily injuries. City Manager Anderson stated that the acts described are illegal acts, he believes this language is more geared towards not to use the requirements of insurance for people that want to protest peacefully.

Councilman Santos asked about the word servant being used under definitions; he has not seen that in documents before so he was wondering if that was listed by mistake. City Manager Anderson stated that it is a term that people are working together or someone is in charge. He added for further clarity, the City Solicitor would need to address the question. Councilman Henderson added an example that he is a public servant.

Councilman Santos asked what the current fees were? City Manager Anderson stated that it would be determined on what type of event you were doing. For example, AFRAM pays for the cost of electricity and another event pays for a cost for a special duty officer. He added that the goal is to serve the public and have the parks utilized.

Councilman Holland asked how many times has the refundable deposit not been refunded. Ms. Hickey stated that the refundable deposit has only been in place for two years. She added that

there was a large event in Soroptimist Park that left the park in unsatisfactory condition. However, most people clean up after their events.

Mayor Genshaw asked for any additional questions or comments from Council. He then called for a motion. Councilman Henderson made a motion to table this item for further investigation and when our City Solicitor was available for more discussion. Councilman MacCoy seconded the motion; motion so passed with all present voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. City offices will be closed on Monday, September 7th for the Labor Day Holiday. After Labor Day, City offices will go back to working 8:00 a.m. until 5:00 p.m.

COMMITTEE REPORTS

Councilman Santos reported on Administration and IT:

MEETINGS:

- ✓ Attended a meeting with the Facilities Director of Nanticoke Memorial Hospital regarding upcoming smoke testing.
 - Smoke Testing is intended to identify sources of storm water in the sewer system – the goal is elimination.
 - The Hospital is a key customer with concerns regarding how this will occur.
 - Our goal was to develop a plan to minimize the disruption to their patients and facilities.
- ✓ Participated in the bi-monthly call with the Governor regarding COVID-19.
- ✓ Participated in the Annexation Committee meeting.
 - The property up for annexation is the Sunrise Motel on Sussex Highway.
- ✓ Participated in a conference call with the Comprehensive Plan Update Consultant – KCI to plan for the 8/25/20 Joint meeting of Planning and Zoning and City Council.
- ✓ Met with Jay Dolby regarding development of the Dolby Farm.
 - The Dolby Farm is located at the corner of Sussex Highway and Old Furnace Road and is moving thru the development planning stages for a residential housing development.
 - Utility extensions and potential funding options were discussed.
- ✓ Attended a meeting with Wilmington Trust regarding City Pension plan investment management services.

- We are preparing to put these services out for Request For Proposals in mid-2021.

OTHER WORK:

- ✓ Prepared the agenda.
- ✓ Participated in Parks Interviews.
 - One person was hired.
- ✓ Participated in Police Interviews.
 - Two conditional job offers were given to candidates.
- ✓ Opened the Street Paving bids.
- ✓ Attended the bike rally at Nylon Capital Shopping Center.
 - Great event and well attended.

Information Technology Report:

- Completed Switch Relocation at Police Department.
 - Infrastructure was once in a small closet not conducive to the growth and security of the system.
 - Migrated to a larger room and controlled environment
 - Need to finish up wire management and labeling.
- Running wire and making cables for access control doors along with configuring new switches
- Meeting for Watchguard
- Set Up Viewing Stations for Officers Room and Sgts Room
- Working on gathering all the equipment for various projects
- New laptops for June, Annette and Council Chambers
 - These are routine replacements that the City was able to purchase early due to grant funding.

Administration Report for Council –

- Attend DEMEC board meeting.
- Preparing for contract negotiation meeting with the police department Teamsters Local 326
 - Current contract expired 06/30/2020.
 - Review Teamsters proposed changes and performed cost analysis
- Preparing for the City's annual audit
 - Correspond with auditors and provide requested reports and documentation.

- Prepare journal entries and reconciliations of accounts.
 - Prepare audit confirmation letters and attorney opinion letters.
- Attend webinar – Electricity 101: Operating a Local Public Power System
- 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.

President Matt Read reports:

1. An analysis of the Atlanta Road rental property is being undertaken. There are several deficiencies in the house including the cost of which to repair will exceed net 5 year rental proceeds:
 - a. Damp basement
 - b. Electrical issues
 - c. Plumbing and mechanical issues
 - d. Other

A review of the feasibility of repair, or other options are being considered.

2. There board is considering repurposing the SVFD Ladies Auxiliary Office. The pattern of usage by the Auxiliary has changed in recent months. This space is being considered for bunks and support facilities for on-duty department members. The Auxiliary Office may be relocated to another portion of the building.
3. Surplus funds have been redirected to upgrade the gym.
4. A coded Audio/Visual alert system is planned for installation throughout the facility to warn members of events/calls. This will be separate from the audio system that was recently installed.
5. Due to some highly publicized discrepancies in bookkeeping among Fire Departments across the state, Sussex County will be conducting more oversight of the funds they disperse. SVFD is well positioned to be compliant with the new requirements to guarantee good stewardship of the support they receive.

Notes from SVFD Fire Chief John Wilson's report:

Alarms to Date (8/24/2020) (1115 hours)

- FIRE / RESCUE 495; averaging 2.3 calls per day to date.

- EMS 2095; averaging 9.5 calls per day to date.

Significant Calls:

- August 20; Chandler Street & Norman Elkridge Highway, Light entrapment vehicle crash
- August 21; Sussex Highway; Tractor Trailer Fire, Station 72 assisted, Traffic shut down for many hours.

Apparatus

- Marine Rescue Boat 87 is Out of Service for electrical repairs.
- Aerial certification testing on Wednesday, August 12 was cancelled due to weather in daytime, Rescheduled in a couple weeks.
- Self-Contained Breathing Apparatus were tested to meet the NFPA 1852. This is an annual requirement.

EMS

- Ambulance B87 specification bid have been returned and 5 vendors have submitted for purchase. The bids will be opened on August 26th at Department meeting and recorded and returned to committee for selection of ambulance review.

Training / Meetings / Business

- August 12, 2020; Training was Standpipe operations 18 member were present
- Next Training is Wednesday, September 2, 2020

EVENTS

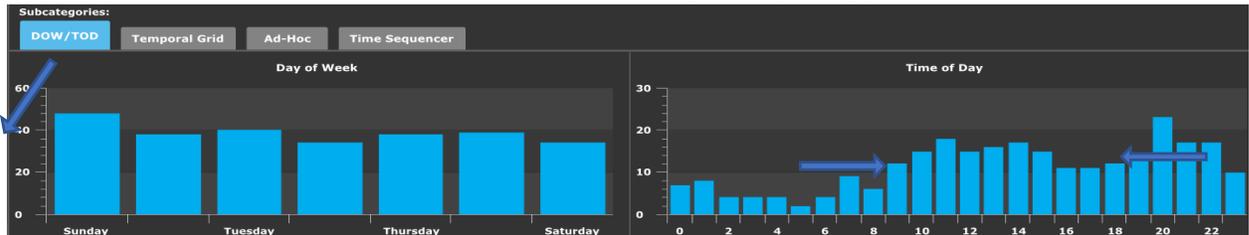
- Old Engine 4 is scheduled to appear Antique Car show at Blades Fire Company on September 6, 2020 (9am to 3pm)

Police Activity during period of Sunday August 09, 2020 - Sunday August 23, 2020 as reported by Chief Marshall Craft:

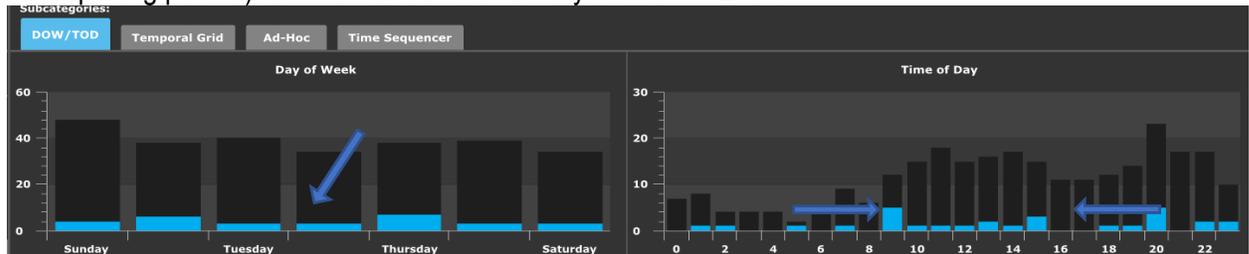
INCIDENTS	2020 YTD	2019	2018
All crimes	3819	6,619	4918
Drug Crimes	132	249	390
Overdose	22	25	23
All Traffic Contacts (E-Tickets)	4676/ (887)	7,819 (1,782)	6387 (3,617)
All DUI	23	42	52
All Crashes	349	584	533
False Alarms	290	494	333

- All complaints: 271 (defendants: 23 adult & 3 Juvenile)
 - Felony: 15

- Misdemeanor: 43
- Violations: 9
- Civil: 0
- Other: 204
- 91% Clearance Rate (overall)
- Sunday from 0900-2200 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, Robbery, Stalking and Theft; Excludes Shoplifting: (52% clearance rate during this reporting period.) Most occurred on Thursday from 0900-2000.



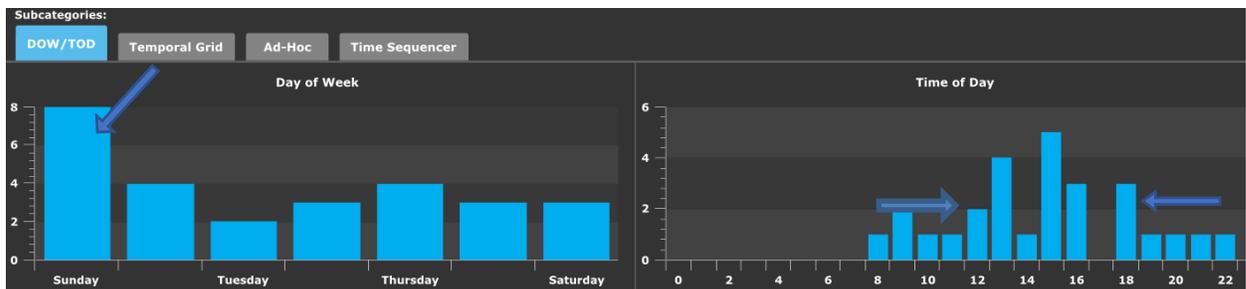
Drug Complaints:

- Drug Crimes: 4
 - Adult Arrest: 4
 - Juvenile Arrest: 0
 - Pending Active: 0
- Search Warrants(s): 0
- Overdose: 2

Traffic

- Citations: 304 traffic contacts resulting in 64 citations
 - 8 Distracted driver charges
 - 1 Careless driving
 - 2 Failure to stop at a stop sign
 - 5 cell phone violations
- DUI: 4 (2 accident related DUI's)

- Crashes: 27
 - Injury: 5
 - Non-Injury: 22
 - Additional Information: (Driver distraction primary cause of accident)
 - Hit & Run: 8
 - Alcohol/drug related crash: 2
 - Pedestrian: 0
 - Sunday from 1200-1800 Hours (See Crash chart below)



Significant Events:

08/13/20, SPD dispatched to Norman Eskridge Hwy for a reported Robbery 1st. Upon arrival, officers contacted a 68 yoa victim, that advised D-Kaymar James approached her at the laundry mat across from Big Lots, gave her a hug and then snatched \$22.00 out of her hand. James was located and arrested without incident and later committed to SCI in default of a secured bond. #71-20-6293.

08/19/20, SPD dispatched to Nylon Blvd N/O locust St. for a reported Burglary 3rd. Investigation revealed an unknown suspect cut the lock on an enclosed work trailer and removed various DeWalt power tools engraved with 'Baracah Homes.' Case Pending Active. #71-20-6484.

08/19/20, SPD located Alison Rose Trespassing at the Seaford Village Shopping Center. She had previously been served with a debarment letter from the property. As a result, she was arrested for trespassing while panhandling and released on an unsecured bond. #71-20-6495. Note. SPD continues to discourage panhandling for public safety concerns in our high traffic areas. The Shopping center is one of the businesses that have provided written notification to prohibit this activity on their property. Our goal is Voluntary Compliance through Education, Engagement and, when necessary, Enforcement.

08/21/20, SPD dispatched to Stein Hwy and Chandler St. for an injury related hit and run accident. Upon arrival, officers determined a juvenile male suspect had fled from his vehicle on foot. Further investigation resulted in the suspects apprehension and arrest for the following charges: Vehicular Assault, Disorderly Conduct, DUI, Leaving the scene of an injury accident and other related charges. The juvenile was released to his parents. #71-20-6536.

08/21/20, SPD dispatched to Collins Avenue for a large crowd that had gathered in remembrance and procession of Jeffery Akins (viewing services.) An argument ensued, which resulted in two victims being shot in their lower extremities with non-life-threatening injuries. The investigation is active and ongoing. #71-20-6560.

08/23/20, SPD dispatched to N. Pine St. Ext. for a reported shot fired complaint. Upon arrival, investigation revealed that Defendant Stephen Disilvestri had fired a BB gun at two victims (37 & 7 yoa.) Disilvestri was arrested for Reckless Endangering x2 and Menacing x2 and later released on an unsecured bond. #71-20-6652.

Large Crowds:

Market St. & Popular	Subjects being disorderly at Royal Farms
NW Conwell St	Gathering turned into a Large that was becoming disorderly and refusing to leave
Seaford Village Shopping Center	60 vehicles cleared driving recklessly and headed to Races
Collins Ave	Large crowd for viewing. A fight ensued and resulted into a shooting

Admin

- Attended virtual Director, Staff, Liaison and Unified Command meetings as scheduled - Chief
- 08/11/20 - Delaware Police Chiefs Council Meeting – Chief
- 08/11/20 - Council Meeting - Chief
- 08/17/20 - SPD Recruit officer interviews - Chief, D. Chief and City Manager
- 08/18/20 - Sussex County Chiefs meeting - Chief
- 08/19/20 - Accreditation Pre-Inspection walkthrough - SPD Administration

Training

- 08/07/20 - Internal Affairs certification - Multiple weeks(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.
- 08/18/20, SPD coordinated a modified bike rodeo at Meadow Bridge and partnered with Children and Families First, Parks & Recreation, Health Coalition and Preston Group. It was well attended and with great community outreach. SPD Administration, Mayor, Vice Mayor, City Manager and many others were present and supported the event.

A video was then shared that was done relating to pandhandling by Councilman Henderson & Chief Craft.

Councilman Holland reported on Code, Parks and Recreation:

Code Department:

- Issuing permits (246 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

Large project status's

- Wawa – Curbing installed for new access road.
- Melanies Ridge –Deldot work has started
- Mearfield 2 – First duplex finished. Second duplex to be set in a couple weeks.
- Montessori School – New classroom building progressing. Temporary class room trailers setup and ready for use.

Parks and Recreation Department

Accomplished week of 8/10

Parks – Picked up large amount of debris from storm at Soroptimist Park
Parks – Completed weekly grass cuttings in multiple locations
Parks – Replaced trash bins along Riverwalk
Parks – Part-time employee, Michaelina is now a full-time Parks Tech I (starting 8/17)
Parks – Completed 4 work orders (total of 40 for this year)
Rec. – Advertised for youth clinics
Rec. – Held a meeting for Men’s Slow Pitch League - 6 teams confirmed so far
Parks&Rec. – Completed Park Descriptions & Recreation Descriptions for website
Parks&Rec. – Coordinated Nanticoke Watershed Alliance interns to remove shrubs at pool

Parks&Rec. – Completed interview for Parks Tech I opening & lined up new part-time interest

Parks&Rec. – Assisted Kathy with DEMEC letters for residents

Accomplished week of 8/17

Parks – Completed repairs on several pieces of equipment

Parks – Ordered seed and fertilizer for athletic fields to prep for upcoming sports

Parks – Completed weekly grass cuttings and trimming

Parks – Assisted with prep for Employee Recognition Ceremony

Rec. – Held coach’s meeting for Youth Flag & Youth Soccer

Rec. – Have 8 teams confirmed for Men’s Slow Pitch Softball – to begin Monday, August 31st

Rec. – Contacted all 2019 Flag & Soccer Participants about upcoming clinic (beginning 9/1 & 9/2)

Parks&Rec. – Participated in the Seaford Police Dept. “Bike Rally” at Meadowbridge and handed out flyers for upcoming clinics

Parks&Rec. – Assisted June with updating letters for audit

Parks&Rec. – Created and printed signage to be placed next to each playground area within parks

Councilman MacCoy reported on Electric.

Since the last report

Crew

- Cut down a tree at 630 Nylon Blvd.
- Performed the monthly substation checks.
- Cut down a tree at 134 Hall St.
- Cut down a tree at 620 Nylon Blvd.
- Had a tree limb on the primary wires on W Ivy Drive.

Installed the first 2 LED street lights in Mearfield 2 development.
Rode out circuit 280 because of 2 blips on the circuit. Found 2 bad arrestors and changed them out.
Separated the primary feed to the old Holiday Inn from the old Friendly's service to the sectionalize cabinet.
Dug in the conduit to the transformer at Auto Zone to pull in the new primary to finish updating the loop feed out front of SVSC.
Blew in the string at Auto Zone to pull the wire in next week.
Took the picnic tables out to Vanderwende's for the employee awards.

Director

AMI bi-weekly conference call
Had COVID 19 Unified Command conference calls.
Had a staff meeting.
Did the estimate for separation of service for Perdue North and sent them the estimate and escrow letter.
Did the estimate for the Caven Builders project and sent them the estimate and escrow letter.
Talked with Kent Peterson about his project in Ross Business Park.
Had all of the trucks di-electric tested.
Talked with DP&L about the make ready work for the fiber on Sussex Hwy and put in for the PO.
Met with the new owner at 550 Rust St about the electrical service in the building.
Met with the general contractor at WAWA to get a timeline for our work there.
Helped set up at Vanderwende's for the employee awards.

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

A video was then shared that was completed by Councilman MacCoy and Director of Electric Bill Bennett related to the Efficiency Smart Program.

Councilman King reported on Public Works & WWTF.

Past two weeks:

Public Works:

- Rt. 13 Water main extension is still in the testing phase.
- Church of God paving prep work has been completed
- Street paving bid was received.

- Trimmed trees on Pond Street near Fred Douglass entrance
- Replaced signs on Fourth Street.
- SVFD roof bid is out
- Installed 15 Storz nozzles on fire hydrants from annual budgeted item.
- Two solid weeks of three men picking up big piles of storm debris. We just finished going through town one time on Friday and the first half of town is now loaded again.
- Repaired sink hole on Cypress Street.
- 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 remains good
- Working on Industrial User permits for Pretreatment program
- Working on some FOG issues
- 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

- Receive SVFD roof bid.
- Install signs in Mearfield.
- Replace hydrant on Market prior to paving.
- Replace water services on King prior to paving.
- Repair Subway patch on Porter.
- Repair cleanouts on smoke testing list.
- 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 called for a motion to adjourn the Regular Council Meeting to move into Executive Session for the purposed of negotiations. Councilman MacCoy made a motion to adjourn the Regular Council Meeting to move into Executive Session. Councilman King seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 8:49 p.m. to move into Executive Session.

Mayor Genshaw reopened the Regular Council Meeting at 10:14 p.m. Mayor Genshaw then called for a motion to adjourn the Regular Council Meeting. Councilman Henderson made a motion to adjourn the Regular Council Meeting; Councilman MacCoy seconded the motion. The motion so passed with all voting in favor. The Regular Meeting was closed at 10:15 p.m.

Charles D. Anderson, City Manager

/TNT