

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

September 8th, 2020

6:00 P.M.

City Council and the Planning and Zoning Commission to hold a joint session to discuss the Goals, Strategies, and timeline for the 2020 Comprehensive plan update.

Debbie Pfeil, senior Planner with KCI came forward to present the information regarding the 2020 Comprehensive plan update. Ms. Pfeil started by providing an update on the project's scope phases. To date, they have completed: identifying resources, data collection, and creation, along with holding a kick-off meeting, doing community outreach events, and a survey. The plan input and draft document and plan presentation, public comment, and adoption still need to be completed.

Ms. Pfeil reviewed the chapter layout for the draft plan. She then discussed the section of City and Community Goals. It is proposed to add another goal stating to continue to support all community services, this may include monetary donations, personnel involvement, event support, membership, advertisement, etc. She added that the City already does a great job with this, however, there is always a way to improve in that area. Another added goal that is being proposed states to continue to research and provide available online services outside of normal business hours. This goal was based on feedback that her office received from the surveys that were completed. Another proposed added goal states to improve proactive approaches to reduce the amount of crime and drug-related activity within the City.

She then discussed housing goals for the plan. She proposed two new goals be added to the plan to state; support all housing rehabilitation programs to improve the integrity of the existing housing stock and ensure existing housing units are code compliant for safe occupancy, whether rented or owned.

Ms. Pfeil then discussed the Economic Development goals for the plan. She is proposing to add a goal that reads; provide support for commercial redevelopment with an emphasis on existing vacant buildings.

The historical and cultural resource goals were then discussed. It is being proposed to add two goals to read; encourage the use of Federal and State tax credit programs for restoring historical buildings and continue to promote and support all Community events.

For the open space and recreation goals section of the plan, the comments that were received include enhance recreation opportunities along the Seaford Riverfront and Nanticoke River and to provide more public entertainment for all income levels. Ms. Pfeil is proposed to add; further, determine if the needs are being met based on the increased growth within the Community as a goal.

For the transportation goals, she is proposing to add another goal to state; continue to work and partner with the Salisbury/Wicomico Metropolitan Planning Organization's transportation improvement projects in and around the City.

Ms. Pfeil proposed three goals to be added to the environmental protection goals section of the plan. The first one stating; support energy efficiency and renewable energy updates with new and existing developments. The second to read; continue to coordinate with the Sussex Conservation District to ensure new developments and/or redevelopment projects adequately address stormwater quality and quantity. The third new goal to read; continue communication with Federal and State Agencies as well as local State Representatives regarding potential unfunded mandates for the City to monitor and/or enforce. She added that the third goal will help the code department with enforcing the City Codes.

For infrastructure goals, many suggestions were received. These include creating "shovel ready" sites with water and sewer service along Sussex Highway, Ross Business Park, and Seaford Industrial Park for job creation. To have the infrastructure in place to grow. To enter the power generation market via combined fossil fuel/renewable fuel generation. Ms. Pfeil is proposing to add the following goals to this section; continue to encourage and support the expansion of broadband services to residents and businesses and promote the installation and/or upgrade of overhead utilities to be completed underground, when applicable.

For land-use goals, it is being recommended to add; encourage strong community design standards that help to guide development in a way that is consistent with City character and promotes walkability and connectivity as a goal.

Ms. Pfeil provided an example of how goals are then formulated into strategies. She then reviewed the project schedule going forward. The next steps for KCI and City staff were then reviewed.

Mayor Genshaw then asked for any questions or comments from Council. Councilman Henderson asked if the language "opportunity zones" could be revised. He added that this document is valid for ten years and that language could no longer be used during that time. Ms. Pfeil stated that she can wordsmith that; she added that the phrase is used frequently in MD but no so much in DE. It was then pointed out that this document is a living document, however, it can be revised as needed during the ten years that it is valid.

Ms. Pfeil stated that an extension from the Office of State Planning will be required for this project. She does not see any issues with getting the extension granted due to COVID.

With no other questions or comments, the meeting was adjourned at 6:44 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, and Councilman Jose Santos. City Manager, Charles Anderson, Director of Economic Development and Community Relations, Trisha Newcomer, Building Official, Mike Bailey and Director of Public Works, Berley Mears were also present.

Councilman Henderson 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 August 25th, 2020. Councilman Henderson made a motion to approve the minutes of the Regular Meeting on August 25th, 2020. Councilman MacCoy seconded the motion. The motion so passed with all voting in favor.

Building Official, Mike Bailey introduced Mr. Matthew Chenoweth who was recently hired as Building Inspector in the Code Department.

Correspondence

There was none.

New Business

Mayor Genshaw presented New Business Item #1: Mr. Steve Leonard, President/CEO PRHS, and Ms. Penny Short, President Nanticoke Memorial Hospital to present information on the launch of the New Health System and begin to share more about the benefits of the combined system for our community.

Mr. Steve Leonard came forward and went through the history and expansion of TidalHealth. He noted that with the merger of Nanticoke and Peninsula Healthcare, there are currently around 50 locations serving 7 counties with nearly 5,000 employees and around a billion dollars in assets. This includes 2 hospitals and 7 joint ventures. He explained TidalHealth currently has around 250 providers; making it the largest medical provider on the Eastern Shore.

Mr. Leonard and Ms. Penny Short went on to explain the history of TidalHealth Peninsula Regional Inc. and TidalHealth Nanticoke, Inc. Ms. Short went through the many community benefits to the integrated healthcare system including; enhanced heart and cancer services in both Seaford and Salisbury, Increased funding for capital investments, advanced medical records systems, outreach to the community with the Wagner Wellness Van, and opportunities for collaborations with larger health systems like John's Hopkins.

Ms. Short went on to cover all of the current healthcare campuses in place or in development and noted that TidalHealth Nanticoke would be the primary hospital for those campuses, ensuring a steady flow of business and visitors into the Seaford Community.

Mr. Leonard closed by explained the three main focuses for the upcoming few years. Those include increased and more efficient access to care for patients, effectiveness, and community engagement.

Mayor Genshaw solicited any additional questions from Council; Councilman Henderson asked how this merger would affect current insurance coverages. Mr. Leonard explained TidalHealth is currently working with the larger providers like Carefirst and Highmark, to avoid coverage issues as patients cross state lines. They will also continue to work with other insurance providers to ensure TidalHealth is seen as more of a system, as opposed to separate state healthcare providers.

Councilman Santos asked what the benefits are to physicians when deciding to become part of the TidalHealth Network. Mr. Leonard explained insurance reimbursements are much lower and take much longer to receive if you are an independent physician. Because of that, many hospitals subsidize the physicians' practice and bring them into the healthcare system.

Mayor Genshaw presented New Business Item # 2: Mr. David Baird, District Coordinator of the Sussex County Conservation District, will present information regarding the living shoreline project that was recently completed at Riverview Park along the Nanticoke River.

City Manager Anderson came forward and explained the details of the living shore project as it relates to Riverview Park, located adjacent to the boat access and the City of Seaford Wastewater Treatment Facility. He went on to explain the details of the Concept Plan for the new "Discovery Park" including a series of walking trails, adjustments to the parking lot, and about 170 lineal feet of living shoreline to help address sea-level rise and shoreline stabilization, while still maintaining the new Stormwater Regulations.

Mr. David Baird went on to explain the progress of the project including the construction of the boardwalk, formation of barriers to prevent runoff, the bulkhead and riprap, and the status of the living shoreline. Mr. Baird explained these enhancements will also help improve water quality and encourage growth in the existing plant and animal habitats. He added that the total cost for the project is around \$400,000.00 with funding coming from the National Fish and Wildlife Foundation through their Chesapeake Bay Program and DNREC.

Mayor Genshaw asked for any questions or comments from Council. Councilman Henderson asked if there is a second phase to the project. City Manager Anderson explained this portion of the project was in an effort to arrest the shoreline loss and prevent any additional erosion; however, there are several possible phases beyond this one, assuming there is a desire and proper funding is in place.

Mayor Genshaw presented New Business Item #3: Bids – Oyster House Park Phase I improvements.

Director of Economic Development and Community Relations, Trisha Newcomer came forward and explained the first phase of the Master plan was put out to bid. This first phase includes the construction of the bulkhead, pier, and floating docks for an estimated total cost of \$1,327,598.00. Four bids were received on September 2nd, and it is recommended the bid be awarded to the lowest bidder, Dissen & Juhn, LLC for \$998,498.00. Including an additional \$50,000.00 for a

construction contingency and \$50,000.00 for professional services, the total cost to be approved by Council would be \$1,098,498. Mrs. Newcomer noted that there is currently \$1,211,500.00 in FY21 funding, enough to cover the cost of this full phase and remaining funds to roll over into the next phase.

Mayor Genshaw asked for any questions or comments from Council; there were none. He then called for a motion. Councilman Holland made a motion to accept the bid for Dissen & Juhn, LLC for the Oyster House Park Phase I improvements in the amount of \$998,498.00, with funding as outlined in the June 19th, 2020 funding plan presented to City Council on June 23rd, 2020. 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;

The motion so passed.

OLD BUSINESS:

Mayor Genshaw presented Old Business Item #1: Council to review the information provided by City Clerk, Tracy Torbert regarding the voter registration process and determine if staff should prepare a charter change to transition to the State Voter Registration database for the April 2022 Municipal election or continue to use the Book of Registered Voters and provide additional registration options to City voters.

City Clerk, Tracy Torbert came forward and explained the progress since the last meeting on research into an online fillable form for voter registration. Ms. Torbert explained she has been in contact with a vendor who took the current voter registration form from the City's website and converted it to a fillable form. This form could replace the current link on the website, and once submitted, an assigned city representative would be responsible for reviewing and completing the form, and entering the information into the Book of Registered Voters. The new URL provided to register to vote would also help staff keep track of the status of voter registration applications, the number of new voters, and has the ability to convert additional forms into a fillable version, should the City desire.

Mayor Genshaw asked what the estimated cost for that service would be. Ms. Torbert explained the cost for unlimited storage and up to ten fillable forms through the site would have an upfront cost of \$6,095.00 per year, with \$1,595.00 of that initial cost being set up fees and support. After the first year, the annual rate would drop to \$4,500.00.

Mayor Genshaw asked for any questions or comments from Council, Councilman Santos asked Ms. Torbert to show Council how state voter registration is done through their current website. Ms. Torbert pulled up the State of Delaware Department of Elections website and went through the steps required to register.

Councilman Santos then asked what the cost would be if we went this route as opposed to using the fillable form. City Manager Anderson explained there would be no upfront cost to us since the State site is already up and running; however, the City could see an increased cost during election time if the state system is put into place. Ms. Torbert went on to explain that the State of Delaware would send the City an excel spreadsheet containing all persons registered to vote in the 19973 zip code. With that information, a City Representative would need to sort through those registered voters and code those that fell within Seaford Corporate Limits. Additionally, with the state system, you lose the non-resident property owners who are eligible to vote with the City's current system.

Mayor Genshaw asked if you could still keep track of non-resident property owners for voting purposes. City Manager Anderson noted that by doing so you have not eliminated any steps in the registration process. Ms. Torbert also added this additional step may cause confusion for the poll workers.

City Manager Anderson confirmed with Ms. Torbert that none of the other municipalities that switched to the state system allow non-resident property owners to vote.

Mayor Genshaw explained that switching to the state system would also free up time for candidates, as they would no longer have to spend time getting residents registered while campaigning.

Councilman Henderson verified that with the state system, non-resident property owners would not be able to vote. Ms. Torbert explained that they are eligible based on the City of Seaford Charter, however, it would require the City to maintain two separate systems. Councilman Henderson noted that he could not support a system that allowed a tenant to vote but not the property owner.

Mayor Genshaw solicited any additional questions or comments. Councilman Holland suggested talking to the City Solicitor to see what the City is able to do concerning allowing non-resident property owners to vote if the registration system were to change.

With no other questions or comments, Mayor Genshaw solicited a motion. Councilman Henderson made a motion to table the decision until more facts are 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;

The motion so passed.

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 explained this item has been brought forth to change the existing language in the Municipal Code regarding Special Event Permits. He noted that this item had been tabled at the last meeting but asked if there were any other questions or comments on the proposed changes.

Councilman Santos requested a change to the current wording regarding the fee associated with obtaining a Special Events Permit, and asked that the term "servant" be struck from Section 8.3.2, Definition M "Person".

City Manager Anderson asked Councilman Santos to elaborate on what he would like to see changed regarding the fee. Councilman Santos stated he would like to make the Application Fee in Section 8.3.5 refundable should there be a cancellation within 14 days of the event.

City Manager Anderson noted that the current wording requires the application be submitted no less than 45 days prior to the event. Councilman Santos explained he feels as long the applications were submitted on time, and the event was held in accordance with the ordinance, the \$100.00 should be refundable.

Mayor Genshaw solicited any additional questions or comments for Council; Councilman Henderson asked Councilman Santos why he feels like the fee should be refunded. Councilman Santos noted that the fee is currently refundable, and City Manager Anderson added the fee is not an application fee, it's seen as a deposit that's refunded if the space is left in its original condition.

Mayor and Council continued discussion on costs and preparations involved by the City for a special event. With no other questions or comments, Mayor Genshaw called for a motion.

Councilman Santos called for a motion to remove the term "servant" from Section 8.3.2 and to make the \$100.00 Special Events Permit application fee in Section 8.3.5 refundable if it falls within 60 days of the event. There was no second on the motion; motion was not approved.

Mayor Genshaw called for any additional motions. Councilman Henderson asked for clarification on the need to remove the term "servant". Councilman Santos explained the meaning of the term "servant" is already represented by the other definitions included in that section.

Councilman Henderson then made a motion to approve the ordinance to amend Chapter 8, of the Municipal Code of Seaford regarding Special Events in the City as presented. Councilman, MacCoy seconded the motion.

Mayor Genshaw then asked for a roll call vote:

Councilman Santos voted no;
Councilman Henderson voted yes;
Councilman Holland voted yes;
Councilman MacCoy voted yes;

The motion so passed.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

None

COMMITTEE REPORTS

Councilman Santos reported on Administration and IT:

PROJECT UPDATES:

MEETINGS:

Attended the Route 13 water main installation project final inspection.

- This project was fully funded by a \$500,000 Bond Bill Appropriation – Danny Short assisted with funding.
- Provides water service and enhanced fire protection to annexed areas that previously did not have service.
 - Met with representatives of the BioEnergy Facility south of Seaford about treatment options.
 - Met with several residents regarding the potential rezoning of residential lands off of Atlanta Road.
 - Participated in the bi-monthly call with the Governor regarding COVID-19.

OTHER WORK:

- Prepared the agenda.
- Opened the Oyster House Park Phase I bids.

- Attended the SCAT Steering Committee Meeting
 - SCAT = Sussex County Association of Towns
 - Seaford is a member (Dan Henderson is the current president)
 - We meet regularly and discuss issues and initiatives of common concerns.

Information Technology Report:

- Completed network relocation project. o This work fully migrates the network infrastructure at the Police into a secure environment.
- Continued work on projects at SPD (Access control doors, "Squawk boxes speaker system, room relocation of employees and setting up viewing stations)
- Prepping for camera and switch installs at WW and Rec
- Started installation of new servers.
- Routine IT maintenance

Administration Report for Council –

- Continue 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
- Continue 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 – Managing a Public Power Utility
- 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:

No report for this period.

Notes from SVFD Fire Chief John Wilson's report:

Alarms to Date (9/8/2020) (0900 hours)

- FIRE / RESCUE **535**; averaging 2.1 calls per day to date. Total for August 92 calls
- EMS **2238**; averaging 9.3 calls per day to date. Total for August 297 calls

Significant Calls:

- August 29; Assist Station 71, Working Structure Fire, Danny Drive

Apparatus

- All Apparatus are In Service

EMS

- Ambulance B87 specification bid have been opened for transparency at our last department meeting. The committee reviewed the specification and are prepared to

discuss the award process with the Executive Board on Tuesday, September 8, 2020 for approval to move forward with capital expenditure motion at department meeting.

Training / Meetings / Business

- o September 2, 2020; Training was Emergency Vehicle Operators Driving Course 17 member were present
- o Next Training is Wednesday, September 16, 2020

EVENTS

- o Aerial Testing is September 25
- o Provided welcome video Seaford School District Students

**Monthly Fire Summary reported by 2nd Assistant Chief Tom Lecates
 August 2020**

Total number of alarms- **92**
 Number of alarms within the City- **46**
 Number of alarms outside the City- **42**
 Number of assist/stand-bys at other fire companies- **3 / 1**

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
2400-0100							
0100-0200	1						
0200-0300				1			
0300-0400	1						
0400-0500							
0500-0600							
0600-0700							
0700-0800				1			
0800-0900		2	2				1
0900-1000			3	3		2	
1000-1100				2			2
1100-1200	3		17	1			2
1200-1300	1		5	1		1	
1300-1400	1					2	
1400-1500							2

1500-1600	1	1	1	1		2
1600-1700	1		2		1	
1700-1800			1	1	1	1
1800-1900	2		2		1	
1900-2000	1	1	1	1		2
2000-2100						1 1
2100-2200						1
2200-2300	1			1		
2300-2400	2				1	1 1

Types and number of Alarms

AFA	16	Odor Invest.	
MVC	15	Powerlines	18
EMS Asst.	12	Public Service	
Appliance Fire	1	Rescue	1
Brush/Field Fire	1	Service Call	3
Child Locked in Veh.	1	Smoke Invest.	6
CO Detector		Stand-By	1
Chimney Fire		Structure Fire	
False Alarm		Trash Fire	1
Fire Police Asst.		Vehicle Fire	5
Fuel Spill	1	WashDown	
Gas Leak	2	Woods Fire	
Improper Dispatch			
Landing Zone Req.			

Manure Fire	5		
Assist other Fire Dept/Co	3	Duty Crew Calls	2
Structure	2	Friday Duty Crew Calls	0
MVC	1	EMS Asst.	1
Water Rescue		Fire Police Asst.	
Brush/Field Fire		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	
		Rescue	

Training:

August 19th- Hi-rise hose pack drills at Station 87.

Notable Alarms for the Month:

August 4th - 20 alarms in approximately an hour and a half from passing tropical storm.

August 5th - Assisted blades on a structure fire at 27147 Seaford Road.

August 12th - August 16th- Dealt with a manure outbuilding on Neals School Road.

**Monthly EMS Summary reported by 2nd Assistant Chief Tom Lecates
 August 2020**

Total Number of EMS Runs- **295 (163 in City limits)**

Total Number of "Alpha" Calls - **76**

Total Number of “Bravo” Calls- **86**
 Total Number of “Charlie” Calls- **67**
 Total Number of “Delta” Calls- **62**
 Total Number of “Echo” Calls- **2**
 Total Number of “Omega” Calls- **2**

(Alpha calls are the least severe with a non-emergency response. Echo calls are the most severe. Omega Calls are a service call.)

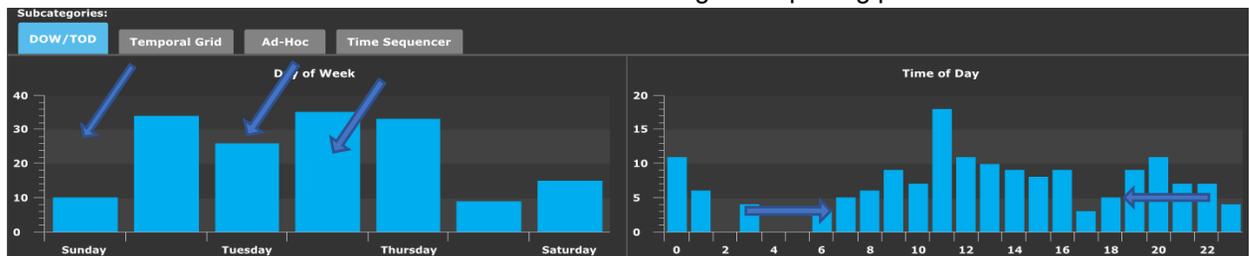
Additional information from the month:
 No reported injuries.

Police Activity during period of Monday August 24, 2020 - Sunday September 3, 2020 as reported by Chief Marshall Craft:

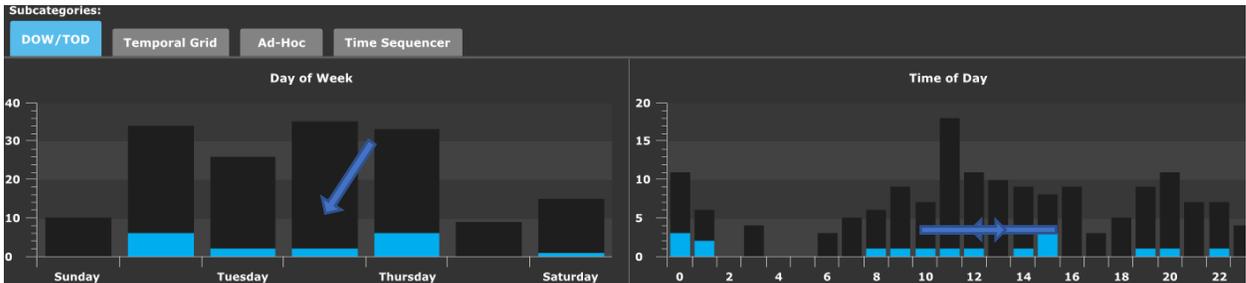
INCIDENTS	2020 YTD	2019	2018
All crimes	4012	6,619	4918
Drug Crimes	134	249	390
Overdose	22	25	23
All Traffic Contacts (E-Tickets)	4889/ (946)	7,819 (1,782)	6387 (3,617)
All DUI	25	42	52
All Crashes	367	584	533
False Alarms	306	494	333

Criminal

- All complaints: **162** (defendants: **11** adult & **1** Juvenile)
 - Felony: **6**
 - Misdemeanor: **41**
 - Violations: **4**
 - Civil: **0**
 - Other: **111**
- 83% Clearance Rate (overall)
- Monday, Wednesday and Thursday from 0700-2200 hours (overall crime)
- The below chart shows data for overall crime during this reporting period:



Additional Crime Data below: There were a total of **17 complaints** consisting of Assault, Aggravated Assault, Burglary, and Theft; Excludes Shoplifting: (29% clearance rate during this reporting period.) Most occurred on Thursday from 1400-1500.

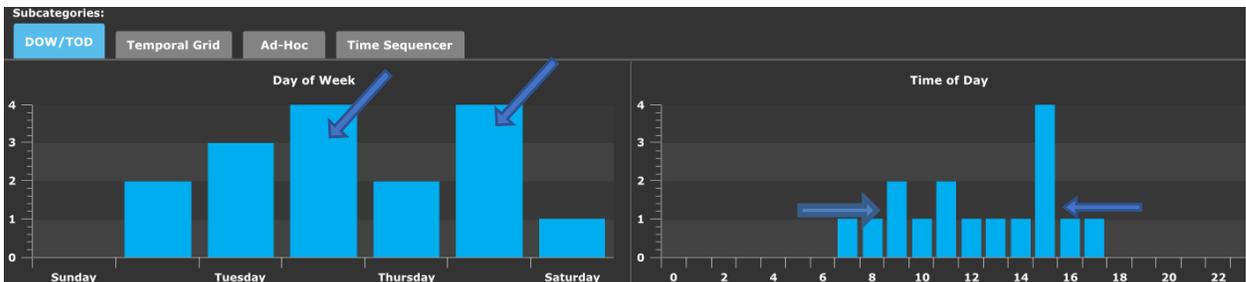


Drug Complaints:

- Drug Crimes: **2**
 - Adult Arrest: **1**
 - Juvenile Arrest:
 - Pending Inactive: **1**
- Search Warrants(s): **0**
- Overdose: **0**

Traffic

- Citations: **177** traffic contacts resulting in **51** citations
 - **4** Distracted driver charges
 - **3** Inattentive driving
 - **1** cell phone violations
- DUI: **1** (0 accident related DUI's)
- Crashes: **16**
 - Injury: **3**
 - Non-Injury: **13**
 - **Additional Information: (Driver distraction primary cause of accident)**
 - Hit & Run: **2**
 - Alcohol/drug related crash: **0**
 - Bicycle: **1**
 - Motorcycle: **1**
 - Sunday from 0900-1500 Hours (See Crash chart below)



Significant Events:

09/02/20, SPD dispatched to Meadowbridge Apts for a physical domestic. Investigation revealed Suspect Torontay Mann and the victim engaged in a verbal domestic over a vehicle registration that escalated when the suspect began striking the victim in her head and neck. The situation continued to escalated until the suspect fled the scene in a silver in color Honda passenger car.

Warrants are on file against Mann for felony related Assault 2nd, Reckless Endangering and Disorderly Conduct. #71-20-6950.

08/27/20, SPD dispatched to Motel 6 for an assault. Investigation revealed numerous subjects, who are from Florida and working in local watermelon fields, were intoxicated and staying in the same room when Defendant Esteban Velez Quevendo began assaulting another intoxicated male resulting in injuries to his face. The victim was treated at NMH and released. The defendant was arrested for Assault and later released. #71-20-6762.

08/27/20, SPD dispatched to Seaford Meadows for a reported domestic related burglary. Investigation revealed that a female victim was home when her child's father, suspect Kingston Quailes, broke her window forcing entry into the home. The suspect fled when she called 911. Warrants on file for Burglary 2nd. #71-20-6670.

08/24/20, SPD dispatched to S. Willey Street N/O Elm Street South for a report of shots fired. Officers checked the area with negative results. #71-20-6703.

Admin

- Attended virtual Director, Staff, Liaison and Unified Command meetings as scheduled - Chief
- 08/25/20 - Delaware Police Chiefs Council Meeting - Chief
- 08/26/20 - United Seaford meeting - SPD Members
- 08/28/20 - Delaware Chiefs Council committee (Model Policy development on Discipline) - Chief
- 09/01/20 - Meeting with 'Help Initiative' for Seaford Lights On - Chief and D. Chief
- 09/03/20 - Citizen meeting at SPD - Chief
- 09/03/20 - Staff Meeting to review current departmental Awards policy

Training

- 08/27/20- Child Exploitation Investigations - Criminal Investigations Unit (2 detectives)
- 08/28/20 - Completed Internal Affairs certification through Diagle Law Group - Deputy Chief
- Upcoming In-Servie Training scheduled for week of September 7th covers Use of Force Policy, Active Shooter Policy and Non-Lethel training (SPD Members)

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.
- 08/29/20 - SPD assisted with traffic control for Trinity 5K - Day Shift

Councilman Holland reported on Code, Parks and Recreation:

Accomplished week of 8/24

Parks – Completed repairs on both edgers – one in need of replacement

Parks – Sprayed weeds at multiple locations

Parks – Completed weekly grass cuttings and trimming
Parks – prep softball fields for upcoming league
Rec. – Held a meeting with Mark Quillin & Clint Dunn about football field rentals in the Fall
Rec. – Registered about 40 kids for both Youth Soccer & Youth Flag Football Clinics
Parks&Rec. – Continued work on ORPT grant for Oyster House Park & Jays Nest Sports Complex
Parks&Rec. – Received/sent out several Special Event Permit applications
Parks&Rec. – Contacted coaches to review plans for upcoming clinics and update registration participant numbers

Accomplished week of 8/31

Parks – Completed 5 work orders (totaling 47 for the season)
Parks – Completed edging around Hooper’s Landing
Parks – Completed weekly grass cuttings and trimming
Parks – Prep softball fields & football fields for upcoming league & clinics
Rec. – First week of Men’s Softball began (8 teams total)
Rec. – First Week of youth Sports Clinics began (65 for Soccer & 62 for Flag Football)
Parks&Rec. – Continued work on ORPT grant for Oyster House Park & Jays Next Sports Complex
Parks&Rec. – Contacted all parents to remind them of upcoming sports clinics
Parks&Rec. – Met with Lisa Wool with Nanticoke River Watershed Alliance about beautification projects throughout the City

COVID-19 Regulations
for Sports Clinic Participants:

Both flag football and soccer are considered “medium-risk” so to ensure safety among participants, coaches, parents and staff, the following regulations have been put into place:

- All persons entering the park for a clinic must wear a mask until parent is seated in a distanced location.

- Children are *not* required to wear masks while participating in the clinic but are required to wear them when entering and leaving the facility.
- All staff and coaches are required to wear masks and social distance from participants and parents at all times.
- Recreation Staff will sanitize all equipment before and after each clinic, as well as during the clinic when participants are in a rotating schedule. (ex: 10 kids play, 10 kids watch, sanitize before switching who plays & who sits)
- Recreation Staff will provide hand sanitizer to all participants before and after each clinic
- Players are to be broken up by ages to create smaller groups for less exposure to large amount of kids at one time.

Councilman MacCoy reported on Electric.

Since the last report

Crew

- Pulled in the primary wire and made up the ends between the switch and Auto Zone. This was the last section of old primary wire in the loop feed of SVSC.
- Trimmed vines and trees on Magnolia Drive.
- Took truck 19 and 3 to get serviced.
- Worked in Mearfield 2, dug in secondary conduit, set a transformer, pulled in primary wire and set a street light.
- Notified 77 residents and 5 businesses about an outage Sep 1 to replace a crossarm on a pole a backyard.
- Changed out the bad crossarm in Woodside Manor and filled in the ruts that we created.
- Greg Brooke completed week 6 of 8 in lineman school.
- Put up the flags for Labor Day.
- Installed the last 4 LED street lights in Williams Pond Park. This only leaves finishing cutting down a tree for the work that the electric department has to do in the park.
- Hung the transformer for temporary power to the new County building.

Director

- Had a directors meeting.
- Had a staff meeting.
- Met with Charles about the building expansion.
- Contacted DelDOT to get a generator on the traffic light at Stein & Shipley during the outage Sep 1.
- Worked on an estimate for the new entrance to the Ross Business Park on Herring Run Road.

- Worked on an estimate for 2 new lights in Nutter Park.
- Sent off for prices on a new crimp tool for 750 MCM wire.
- Worked with Tracy to send out the bid package for switchgear and 750 MCM wire.
- Worked with June to final out some projects that have been completed.
- Got fault current numbers to the electrician for the new County building.

Upcoming Weeks.

- Terminate some secondary wires at the Montessori School.
- Do monthly substation checks.
- 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 in phase 1.
- Get the directional drilling scheduled for Melanie's Ridge.
- Met with the developer for East park Business Center.
- Get the estimate and schedule the directional drilling at WAWA.

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 Henderson seconded the motion; motion so passed with all voting in favor. The Regular Meeting was closed at 8:28 p.m. to move into Executive Session.

Mayor Genshaw reopened the Regular Council Meeting at 8:45 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 8:46 p.m.

Charles D. Anderson, City Manager

/ASH