

AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
April 11, 2017
SEAFORD CITY HALL - 414 HIGH STREET

7:00 p.m. - 8:00 p.m. - REAL ESTATE TAX APPEAL HEARING

- Mayor David Genshaw calls the Regular Meeting to Order at the end of the Real Estate Tax Appeal Hearing or during the hearing if there are no appeals to be heard.
- Invocation
- Pledge of Allegiance to the Flag of the United States of America.
- Changes to agenda for this meeting.
- Approval of minutes of the regular meeting on March 28, 2017.
- **Mayor Genshaw will close the Real Estate Tax Appeal Hearing at 8:00 p.m.**

Aaron Tyson will be present for the Jefferson Awards presentations.

CORRESPONDENCE:

1. FEMA - National Flood Insurance Program - Community Rating System notice of retaining CRS Class 9.

NEW BUSINESS:

1. Bids - Clean Up Week
2. Bids - Crossgate Drive paving
3. Bids - 2017 Street Paving
4. Present non-budgeted costs related to Spring 2017 pool opening.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. Clean-up week, May 8th through May 12th, City of Seaford corporate limits only.
2. City Offices and all Departments except the Police will be closed for Good Friday on April 14, 2017.
3. Ribbon Cutting @ Residences of Riverplace Apartments, Water Street on April 21st at 2:30 p.m.
4. April 22nd - EARTH DAY

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AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

April 11, 2017

CITY OF SEAFORD

Municipal Election – April 15, 2017

The City of Seaford Municipal Election will be held on Saturday, April 15, 2017 in the City Council Chambers, City Hall, 414 High Street, between the hours of 7:00 a.m. E.S.T. and 3:00 p.m. E.S.T.

Two (2) Council Members will be elected for a (3) year term.

All candidates must have filed by 5:00 p.m., E.S.T., February 24, 2017. Any candidate who withdraws his/her name must do so in writing. Any candidate who withdraws his/her name after 5:00 p.m., E.S.T., February 24, 2017 will still appear on the official ballot for election.

Anyone eighteen (18) years of age or older who is a bona fide resident to be eligible to vote **must have been registered at the Seaford City Hall by 5:00 p.m., E.S.T., March 24, 2017.** A nonresident property owner to be eligible to vote must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 15, 2016) and shall have one vote **provided he or she is registered on the “Books of Registered Voters” maintained at the City Hall. Registration hours are Monday through Friday, 8 a.m. until 5 p.m. or by appointment if you cannot register during these normal business hours. The City of Seaford has independent registration procedures for the Annual Municipal Election. To vote, you must meet the eligibility requirements and be registered on the “Books of Registered Voters” maintained at City Hall. VOTER REGISTRATION CLOSED FRIDAY, MARCH 24, 2017.**

A person shall be required to register only one time. You are urged to check your registration if you did not vote in the last municipal election. If you have moved out of the City after your original registration, you will need to check your registry to assure you are an eligible voter.

All voters will need to show proof of residency which may be a State of Delaware driver’s license, a State of Delaware identification card, a federal or state tax return with address, a City of Seaford utility bill or real estate property tax bill, or other acceptable proof of residency or ownership. **(Candidates who have filed are Councilman Dan Henderson, Councilman H. William Mulvaney III; and Frank Daniel Cannon, Jr.)**

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AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

April 11, 2017

COMMITTEE REPORTS:

- 1. Police & Fire - Councilwoman Leanne Phillips-Lowe**
- 2. Administration - Councilman Orlando Holland**
- 3. Code, Parks and Recreation - Councilwoman Grace Peterson**
- 4. Public Works & WWTF - Councilman William Mulvaney**
- 5. Electric - Councilman Dan Henderson**

Mayor Genshaw solicits a motion to adjourn the regular council meeting.

NOTE: Agenda shall be subject to change to include or delete Additional items (including executive session) which arise at the time of the meeting. (29 Del. C. S1004 (e) (3))

Website

TNT 4/4/17



FEMA

April 1, 2017

The Honorable David Genshaw ,Mayor
City of Seaford
414 High Street
Seaford, DE 19973

Dear Mayor Genshaw:

The purpose of this letter is to provide you with the results of the National Flood Insurance Program (NFIP) Community Rating System (CRS) field verification findings based on your five-year cycle application. I am pleased to inform you the Department of Homeland Security, Federal Emergency Management Agency (FEMA), has determined that your community will retain its current rating as a CRS Class 9 community in the National Flood Insurance Program (NFIP) Community Rating System (CRS). The floodplain management activities implemented by your community will continue to qualify flood insurance policy holders in your community for a 5 percent discount in the premium costs for NFIP policies issued or renewed in Special Flood Hazard Areas. I am enclosing the field verification report based on your five-year cycle application for your records. This savings is a tangible result of the flood mitigation activities your community implements to protect lives and reduce property damage

Please note Preferred Risk Policies, applicable in Zones B, C, and X, on your community's NFIP Flood Insurance Rate Map are not eligible for the CRS discount. Standard rated flood insurance policies in Zones B, C, X, D, AR, and A99 are limited to a CRS discount of ten percent in Class 1-6 communities and five percent in Class 7-9 communities. The rates for these zones already reflect significant premium reductions.

If there are no NFIP noncompliance actions, the CRS rating for your community will automatically be renewed annually and a notification letter will not be sent to your community. This renewal will occur as long as your community continues to implement the CRS activities you certify each October. If no additional modifications or new CRS activities are added, the next verification visit for your community will be in accordance with its established five-year cycle. In the interim, FEMA will periodically send the *NFIP/CRS Update* Newsletter and other notices to your CRS Coordinator to keep your community informed.

I commend you on your community actions and your determination to lead your community to be more disaster resistant. This commitment enhances public safety, property protection, and protects the natural functions of floodplains, and reduces flood insurance premiums.

If you have any questions or need additional information, please contact the FEMA Region III Office, CRS Coordinator, Rich Sobota, by telephone at (215) 931-5514-xxx.

Sincerely,

William H. Hauer

Enclosure

cc: Joshua E. Littleton, CRS Coordinator



COMMUNITY
RATING
SYSTEM

VERIFICATION
REPORT

City of Seaford, DE

Verified Class 9

NFIP Number: 100048

Cycle

Date of Verification Visit: August 16, 2016

This Verification Report is provided to explain the recommendations of Insurance Services Office, Inc. (ISO) to DHS/FEMA concerning credits under the Community Rating System (CRS) for the above named community.

A total of 511 credit points are verified which results in a recommendation that the community remain classified as a CRS Class 9. The following is a summary of our findings with the total credit points for each activity noted in parenthesis:

Activity 310 – Elevation Certificates: The Construction Office reviews and maintains all elevation certificates for new and substantially improved buildings. Copies of elevation certificates will be made available upon request. (25 points)

Activity 330 – Outreach Projects: Credit is provided for information flood related handouts available at City Hall. These projects are disseminated annually. (8 points)

Activity 340 – Hazard Disclosure: Credit is provided for state regulations requiring disclosure of flood hazards. Real estate agents provide a brochure advising prospective buyers about insurance and checking property flood hazards. (23 points)

Activity 350 – Flood Protection Information: Documents relating to floodplain management are available in the reference section of the Seaford District Library. Credit is also provided for floodplain information displayed on the community's website. (27 points)

Activity 420 – Open Space Preservation: Credit is provided for preserving approximately 5 percent of the Special Flood Hazard Area (SFHA) as open space. (81 points)

Activity 430 – Higher Regulatory Standards: Credit is provided for enforcing regulations that require freeboard for new construction and substantial improvement. Credit is also provided for regulations administration. (199 points)

Activity 440 – Flood Data Maintenance: Credit is provided for maintaining and using digitized maps in the day to day management of the floodplain. (115 points)

Activity 450 – Stormwater Management: The community enforces regulations for soil and erosion control. (33 points)

Section 502 - Repetitive Loss Category: The City of Seaford, DE is a Category A community for CRS purposes and no action is required. (No credit points are applicable to this section)

Activity 710 – County Growth Adjustment: All credit in the 400 series is multiplied by the growth rate of the county to account for growth pressures. The growth rate for Sussex County, DE is 1.11.

Attached is the Community Calculations Worksheet that lists the verified credit points for the Community Rating System.

CEO Name / Address:

The Honorable David Genshaw
Mayor of Seaford
414 High Street
Seaford, Delaware 19973

CRS Coordinator Name / Address:

Mr. Josh Littleton
Building Official
414 High Street
Seaford, Delaware 19973
(302) 629-9173

Date Report Prepared: December 1, 2016

Community : City of Seaford, DE

NFIP Number : 100048

720 COMMUNITY CREDIT CALCULATIONS (Cycle):

CALCULATION SECTION :

Verified Activity Calculations:		Credit
c310	25	25
c320		
c330	8	8
c340	23	23
c350	27	27
c360		
c370		
c410		
c420	73 x CGA 1.11 =	81
c430	179 x CGA 1.11 =	199
c440	104 x CGA 1.11 =	115
c450	30 x CGA 1.11 =	33
c510		
c520		
c530		
c540		
c610		
c620		
c630		

Community Classification Calculation:

cT = total of above	cT = 511
Community Classification (from Table 110-1):	Class = 9

CEO Name/Address:

The Honorable David Genshaw
Mayor of Seaford
414 High Street
Seaford, Delaware 19973

CRS Coordinator Name/Address:

Mr. Josh Littleton
Building Official
414 High Street
Seaford, Delaware 19973
(302) 629-9173

Date Report Prepared: December 1, 2016

N.B.1
4-11-17

MEMORANDUM

TO: Dolores Slatcher, CM

FR: Berley Mears, DPW

RE: Clean Up Week

DT: April 5, 2017

The City received one bid for the above referenced project. Please see the below table:

Bidder	Price Per Pull	Total Base Bid
Peninsula Oil, Inc.	\$109.00	\$18,270

It is my recommendation that the bid be awarded to Peninsula Oil, Inc., in the amount of \$109.00 per pull; with a total base bid of \$18,270.00. This total base bid amount is derived from an estimated number of pulls and disposal tonnage based off of past clean-up weeks. The base bid is subject to variations pending the number of pulls.

Please present this information to Mayor and Council at the April 11, 2017 meeting on for their consideration.

Should you have any questions, please contact me.

Thank you.

N.B. 2
4-11-17

MEMORANDUM

TO: Dolores Slatcher, CM

FR: Berley Mears, Director of Public Works

RE: Crossgate Paving 2017

DT: April 5, 2017

The City received six bids for the above referenced project. Please see the below table:

Bidder	Total
Jerry's Paving	\$68,888.78
George & Lynch	\$81,947.36
Delmarva Paving	\$82,605.44
Ralph Cahall & Sons	\$96,304.86
A-DEL Construction	\$99,135.60
Sam's Construction, LLC	\$175,296.20

It is my recommendation to award the Crossgate Paving 2017 bid to Jerry's Paving, Inc. for the total of \$68,888.78. Jerry's Paving, Inc. was the lowest bidder that met all of the bidding requirements.

Please present this information to Mayor and Council at their April 11, 2017 meeting for their consideration.

Should you have any questions, please contact me.

Thank you.

N.B 3
4-11-17

MEMORANDUM

TO: Dolores Slatcher, CM

FR: Berley Mears, Director of Public Works

RE: Street Paving 2017

DT: April 5, 2017

The City received four bids for the above referenced project. Please see the below table:

Bidder	Spruce Street	Locust Street	Fifth Street	S. Porter Street	Total Bid
Jerry's Paving	\$19,332.60	\$27,596.58	\$40,558.32	\$5,840.00	\$93,327.50
George & Lynch	\$23,906.10	\$38,148.26	\$46,682.40	\$10,950.00	\$119,686.76
A-DEL Construction	\$37,197.00	\$49,215.00	\$22,909.00	\$14,679.00	\$124,000.00
Ralph Cahall & Sons	\$38,585.00	\$50,810.00	\$25,322.00	\$9,536.00	\$124,253.00

It is my recommendation to award the Street Paving 2017 bid to Jerry's Paving, Inc. for the total of \$93,327.50. Jerry's Paving, Inc. was the lowest bidder that met all of the bidding requirements.

Please present this information to Mayor and Council at their April 11, 2017 meeting for their consideration.

Should you have any questions, please contact me.

Thank you.

N.B.4
4-11-17

MEMORANDUM

TO: Dolores Slatcher, CM
FR: Charles Anderson, ACM 
RE: Seaford Community Swim Center
DT: April 7, 2017

We have been working with the board of the Seaford Community Swim Center over the last few months. They have identified repairs necessary to the community pool located at Hooper's Landing prior to opening for the 2017 season. As you are aware the pool is aging and in need of increasing attention annually.

We met with the board on several occasions and in turn requested that Cannon Pools and Spas, our vendor for the facility provide estimates for the needed repairs.

Attached are six itemized estimates for various items of work that total \$17,222.00.

In the FY17 budget we have funds available for the following items:

1. Estimate 2294 repair handrails \$2,226 - Buildings and grounds account.
2. Estimate 2299 drain and clean pools \$2,020 – Equipment maintenance account.
3. Estimate 2297 replace anti-entrapment unit \$1,270 – Equipment maintenance account.

The remaining work items are unbudgeted:

1. Estimate 2298 repair concrete joints \$4,546.
2. Estimate 2295 repair loose tile \$1,400.
3. Estimate 2293 repair coping stone \$5,760.

The total of the three estimates above is \$11,706.

In reviewing these items with the Director of Finance and the City Manager we are recommending that the budget shortfall be addressed with funds from the GMB rent proceeds in the amount of \$11,706 so that the repairs can be made prior to the scheduled Spring opening.

Cannon Pools and Spas also identified a need to replace several filter elements this year. This cost is estimated at \$4,848. We have discussed this with the SCSC and have agreed that this portion of the work can be included in the FY18 budget request for the facility and done later in the year after pool opening as necessary.

Should you have any questions, please contact me.

Thank you.

Cannon Spas and Pools

PO Box 618
Seaford, DE 19973-0618

Estimate

Date	Estimate #
4/4/2017	2299

Name / Address
Seaford Community Swim Club PO Box 1100 Seaford, De. 19973

			Project
Description	Qty	Cost	Total
Drain both pools, clean, refill from your source and balance.	1	1,000.00	1,000.00
Sodium Bicarb 50#	4	40.00	160.00
Calcium Chloride 50#	4	40.00	160.00
Smack it shock 100#	1	225.00	225.00
Riveria Di-Chlor 50#	2	195.00	390.00
1test kit, com, Chl DPD/Ph		85.00	85.00
		Total	\$2,020.00

Cannon Spas and Pools

PO Box 618
 Seaford, DE 19973-0618

Estimate

Date	Estimate #
4/4/2017	2298

Name / Address
Seaford Community Swim Club PO Box 1100 Seaford, De. 19973

Project

Description	Qty	Cost	Total
Sikaflex 1a Construction sealant 10 oz	48	7.50	360.00
M1 Sealant 10.1 oz tube	120	9.50	1,140.00
Backer rod 1"	320	0.30	96.00
labor per hour rate	60	49.16667	2,950.00
Remove all plaster from coping/concrete joint at pool edge. Replace Backer rod, lay down intial layer of Sikaflex and finish with M1 Sealant.			
Total			\$4,546.00

Cannon Spas and Pools

PO Box 618
Seaford, DE 19973-0618

Estimate

Date	Estimate #
4/4/2017	2297

Name / Address
Seaford Community Swim Club PO Box 1100 Seaford, De. 19973

			Project
Description	Qty	Cost	Total
Emotron PSP20-20-25	1	1,030.00	1,030.00
labor per hour rate	4	60.00	240.00
This device replaces the Hayward Stratum Anti entrapment unit.			
Total			\$1,270.00

Cannon Spas and Pools
 PO Box 618
 Seaford, DE 19973-0618

Estimate

Date	Estimate #
4/4/2017	2295

Name / Address
Seaford Community Swim Club PO Box 1100 Seaford, De. 19973

			Project
Description	Qty	Cost	Total
Quote price for work provided	1	1,400.00	1,400.00
Remove loose tile, clean and replace. Some new tile will be required and no exact replacements are available. Have found an all Grey which we could use. Quote includes one case (24 sq ft) of new tile and all new depth tiles inside pool.			
Total			\$1,400.00

Cannon Spas and Pools
 PO Box 618
 Seaford, DE 19973-0618

Estimate

Date	Estimate #
4/4/2017	2294

Name / Address
Seaford Community Swim Club PO Box 1100 Seaford, De. 19973

			Project
Description	Qty	Cost	Total
Hand rail W/center brace	2	361.00	722.00
Bronze Anchor Socket	4	35.00	140.00
labor per hour rate	16	60.00	960.00
Anchor channel w/bronze anchors	4	101.00	404.00
<p>Remove existing ladder mounts from deck and install new units. Must be bonded. Remove existing ladders at pool steps, Install bronze deck anchors and new handrails. Must be bonded.</p>			
		Total	\$2,226.00

Cannon Spas and Pools

PO Box 618
Seaford, DE 19973-0618

Estimate

Date	Estimate #
4/4/2017	2293

Name / Address
Seaford Community Swim Club PO Box 1100 Seaford, De. 19973

			Project
Description	Qty	Cost	Total
DQ series coping stone 12' x 24"	20	30.00	600.00
DQ series coping stone Radius	5	32.00	160.00
Labor and cement	1	4,800.00	4,800.00
Freight	1	200.00	200.00
Remove loose stones and reset. Some areas need to be built up (rotted concrete won't support new material)			
		Total	\$5,760.00