

**REVISED 1-08-18**

**AGENDA  
REGULAR MEETING OF THE MAYOR AND COUNCIL  
January 9, 2018  
SEAFORD CITY HALL - 414 HIGH STREET**

- 7:00 P.M. - Mayor David Genshaw calls the Regular Meeting to Order.
- Invocation
  - Pledge of Allegiance to the Flag of the United States of America.
  - Executive Session - Personnel
  - Changes to agenda for this meeting.
  - Approval of minutes of the regular meeting on December 12, 2017.

**ALL ITEMS ON THIS AGENDA MAY OR MAY NOT BE VOTED ON.**

**Mayor David Genshaw to present awards for the Holiday Decorating Contest.**

**CORRESPONDENCE:**

1.

**NEW BUSINESS:**

1. S B & Company, LLC will present the annual audit for the period ending June 30, 2017.
2. Present for approval a non-budgeted expense to subdivide Lot C in the Ross Business Park to meet the needs of a potential buyer and have George, Miles & Buhr prepare the necessary survey work for the new subdivision.
3. First reading of an ordinance to amend Chapter 15, Division 4; Design Standards - Commercial and Industrial Districts of the Municipal Code of Seaford, Delaware relating to Zoning, in the manner following, to wit:
  - Chapter 15 of the Municipal Code of Seaford, Delaware is hereby amended by adding a new language to Division 4 - Design Standards - Commercial and Industrial Districts to include R-3 High Density Residential Districts.

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**NEW BUSINESS (CONTINUED):**

4. Present for approval non-budgeted repairs to Dulany Water Pump Station.

**OLD BUSINESS:**

- 1.

**REMINDER OF MEETINGS & SETTING NEW MEETINGS:**

- 1.

**LEAF MACHINE PICK-UP ENDED DECEMBER 31, 2017. In rain events help us to help you by clearing a catch basin or calling Public Works to have the catch basin cleaned at 302-629-8307 or after hours 302-629-4550.**

**CITY OF SEAFORD**

**Municipal Election – April 21, 2018**

The City of Seaford Municipal Election will be held on Saturday, April 21, 2018 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.

One (1) Mayor will be elected for a (2) year term and

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 23, 2018. Registration can be completed at City Hall, 414 High Street. Registration hours are Monday through Friday, 8 a.m. until 5:00 p.m. or by appointment if you cannot register during these normal business hours.** 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 23, 2018 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 23, 2018.** 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 21, 2017) and shall have one vote **provided he or she is registered on the "Books of Registered Voters"**

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**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.**

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 FILED AS OF 1/2/18:**

**Mayor David Genshaw has filed for re-election as Mayor**

**Matthew McCoy has filed for Council**

**Patricia Jones has filed for Council**

**Councilman Orlando Holland has filed for re-election to Council**

**Shane Beard has filed for Council**

**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**

**EXECUTIVE SESSION:**

1. Personnel

**Mayor Genshaw solicits a motion to hold an Executive Session for the purpose of discussing personnel.**

**Mayor Genshaw closes the regular meeting and opens the Executive Session.**

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**Mayor Genshaw reopens the regular meeting.**

**Mayor Genshaw solicits a motion to adjourn the regular Council meeting.**

**Mayor Genshaw closes 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))

Date Posted: 1/8/18

Posted by: TNT

N.B.2  
1-9-18

## ELECTRONIC PROPOSAL

•••••  
ARCHITECTS  
ENGINEERS

400 HIGH STREET  
SEAFORD DE 19973  
PH: 302.628.1421  
FAX: 302.628.8350

GEORGE  
MILES  
& BUHR

www.gmbnet.com

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DATE: December 19, 2017 GMB NO:  
TO: City of Seaford RE: Lot C Subdivision  
414 High Street Ross Business Park  
Seaford, DE 19973 Seaford, Delaware  
ATTN: Trish Newcomer

PROJECT DESCRIPTION: City of Seaford proposes to subdivide a lot within the Ross Business Park to meet the needs of a potential buyer

SCOPE OF WORK:

1. Compile base map showing existing parcel boundaries and proposed rights-of-way/easements. Show available topographic contours and approximate floodplain.
2. Demarcate new parcel boundaries for Lot C in collaboration with City and potential buyer.
3. Compute total acreage of new Lot C.
4. Prepare Subdivision Plan suitable for recordation
5. Exclusions: Field survey verification of topography, wetlands delineation, setting of property corner monuments

FEE ESTIMATE: Estimated Fee - \$2,000

CONTRACT TERMS: GMB will bill in accordance with the GMB Hourly Rate Schedule effective July 1, 2017 and General Conditions effective July 1, 2015.

SUBMITTED BY: Judy A. Schwartz, P.E.

ACCEPTED FOR THE OWNER:

BY: \_\_\_\_\_  
Signature Printed Name

DATE: \_\_\_\_\_ TITLE: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

If acceptable, please print this form, sign, FAX to 302.628.8350 and mail the original. Thank you

N.B.3  
1-9-18

**ORDINANCE #2018-01**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD**, an ordinance to amend Chapter 15, Division 4; Design Standards – Commercial and Industrial Districts of the Municipal Code of Seaford, Delaware relating to Zoning, in the manner following, to wit:

Chapter 15 of the Municipal Code of Seaford, Delaware is hereby amended by adding a new language to Division 4 - Design Standards – Commercial and Industrial Districts to include R-3 High Density Residential Districts as shown on the following page.

	First Reading Date
	Second Reading Date & Adoption
	Advertisement Date
	Effective Date of Ordinance

**CITY OF SEAFORD**

By: \_\_\_\_\_  
Mayor

Witness: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Manager

**Division 4. Design Standards – Commercial, Industrial and R-3 High Density Residential Districts.**

N.B 4  
1-9-18

**City of Seaford**

# Memo

**To:** Dolores Slatcher  
**From:** Berley A. Mears  
**CC:** Charles Anderson  
**Date:** January 8, 2018  
**Re:** Dulany pump replacement

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Dolores,

I have received the two quotes from American Water Wells to get Dulany well up and running. One is to replace the damaged pump with a like vertical turbine pump for \$14,040 and the other is to retrofit it to a submersible pump for \$21,850 like we did to the 534 north well. The submersible is more expensive partly because included in this submersible quote is a new motor as well where the vertical turbine pump quote only includes a new pump. I feel that we will get better life out of the submersible pump as there are less moving parts for potential failure. The line shaft broke on the existing vertical turbine because of rust build up on the bowl and impeller where rust is a known problem for the Dulany well. The hope is that there will be less chance of rust buildup on the submersible.

My recommendation is to replace the existing vertical turbine pump at the Dulany well with a new submersible pump and motor for the cost of \$21,850. This is an unbudgeted expense due to the unforeseen breakdown of the existing pump. Please present this to the Mayor and Council during the January 9th meeting.



P.O. Box 300 Seaford, DE  
19973

# Estimate

Fax #	Date	Estimate #
302-629-5118	12/22/2017	827
E-mail		
awws@verizon.net		

Name / Address
City of Seaford Attn: Berley Mears POB 1100 Seaford, DE 19973

Description	Cost	Total
RE: Delaney Well  Submersible pump  Supply & Install: - 750 @ 240 TDH submersible pump - 60 HP 480 volt Three phase submersible pump motor - 60 Feet of 6" Certa Lock drop pipe - (2) 6" Stainless steel adapters - 75 feet of 4-3 w/g submersible pump wire - Modification of existing discharge head for submersible pump - Labor	21,850.00	21,850.00
We look forward to working with you!	Quote pricing is good for 10 days from date of quote.	<b>Total</b> \$21,850.00

Accepted By:

Signature:

\_\_\_\_\_

\_\_\_\_\_



P.O. Box 300 Seaford, DE  
19973

# Estimate

Fax #	Date	Estimate #
302-629-5118	12/22/2017	826
E-mail		
awws@verizon.net		

Name / Address
City of Seaford Attn: Berley Mears POB 1100 Seaford, DE 19973

Description	Cost	Total
RE: Delaney well Repair to existing VTP  Supply : - New Vertical Turbine Pump bowl assembly 900 GPM @ 240 TDH - (6) 1" x 10' S/S lineshafts with couplings - (6) 8"x1" Spiders with rubber inserts - (1) Headshaft - Labor  *** Price does not include freight	14,040.00	14,040.00
We look forward to working with you!	Quote pricing is good for 10 days from date of quote.	<b>Total</b> \$14,040.00

Accepted By:

Signature:

\_\_\_\_\_

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