

AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
February 13, 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.
 - Changes to agenda for this meeting.
 - Approval of minutes of the regular meeting on January 23, 2018.

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

Chief Flood presents new Patrol Officers and they will take their Oath of Office administered by Jeanne Sapp, Notary.

CORRESPONDENCE:

- 1.

7:05 P.M. PUBLIC HEARING

1. **The City of Seaford, property owner of Tax Map and Parcel 431-5.00-291.00, located at 200 S Pine St, are requesting to subdivide TMP# 431-5.00-291.00 to create a new lot consisting of 23,288 +/- sq. ft. The proposed lot complies with Sec. 15-48e. Area and bulk requirements, (b)f. Lot size. The minimum lot size is 4,500 sf.**

Note: The lot being created changed in size because of Central substation being taken out of service after the original advertisement and all lands can be conveyed at one time. Therefore the new lot Parcel B consist of 0.375+/- acres or 16,335+/- sq ft.

NEW BUSINESS:

1. Request from Warren Diamond to extend the preliminary plan for the Residences at River Place Phase 3.
2. Present for approval the revised Fee and Rate Schedule to be effective February 13, 2018.
3. Present for approval Director of Public Works Berley Mears recommendation to hold Clean-up Week the week of May 14th - 18th.

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

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NEW BUSINESS (CONTINUED):

4. Present for approval the request from Tracy Torbert, Real Estate Representative to set Real Estate Property Tax Appeals for April 10, 2018 from 7:00 p.m. to 8:00 p.m.
5. Request from Seaford Development Associates, LLC to extend to on or before February 28, 2018 the settlement on the Power Plant.

OLD BUSINESS:

- 1.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. DE State Police Academy, graduation for two new Police Officers, Dover High School, Dover, DE; February 16th @ 4 p.m.
2. Police Department Awards Banquet, SVFD Banquet Hall, February 22nd @ 6 p.m.
3. Planning Session, Council Chambers, City Hall, March 9th @ 8:30 a.m. (Note change of date)
4. City Manager retirement dinner, SVFD Banquet Hall, March 10th @ 5:30 p.m.

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

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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” 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.

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CANDIDATES FILED AS OF 2/6/18:

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

James King 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

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: 2/6/18

Posted by: TNT

N.S. 1
2018

THE RESIDENCES AT RIVER PLACE, LLC
10221 RIVER ROAD, UNIT # 61407
POTOMAC, MARYLAND 20859

February 6, 2018

Re: The Residences at River Place
Plan Approval Phase 3

Dear Dolores,

Pursuant to our recent discussion, we hereby request a 2 year extension for the Phase 3 Preliminary Plan for The Residences at River Place.

Should you need any additional information, please do not hesitate to contact me. Thank you for your continued support.

Sincerely,



Warren Diamond
The Residences at River Place, LLC
Manager



N.A. 2
2/13/18

CITY OF SEAFORD SCHEDULE OF FEES AND RATES

Amended February 13, 2018

Effective January 1, 2018

The following fee & rate schedule contains base fees for different services and or permits obtained from the City of Seaford. The rates shown here are only current as of the date shown above. Fee calculations for permits must be performed by the City Code Department to ensure accuracy. Fee rates are never guaranteed and are subject to change at any time by an act of the City Council.

PROPERTY TAX RATE

Assessment is based on 2008 market values. The City of Seaford's taxes are assessed at 100% of appraised value and taxed at \$0.31 per \$100 of assessed value.

PROPERTY TAX RE-ASSESSMENT FEE:

As determined by current assessment charges.

* This fee applies to property tax reassessments necessary due to Sub-division Farm Land Exemption requests; Property Improvements, Subdivisions, Re-zonings and/or Annexations.

ELECTRIC UTILITY RATES

RESIDENTIAL CUSTOMERS

Customer Charge \$8.75 Per Month *Minimum Bill \$15.00
First 39.07 KWH \$0.160000
Next 710.93 KWH \$0.152817
Remaining KWH \$0.128631

COMMERCIAL NON-DEMAND METERING (under 3500 kwh)

Customer Charge \$10.50 Per Month *Minimum Bill \$15.00
First 26.48 KWH \$0.170000
Next 723.52 KWH \$0.157411
Remaining KWH \$0.156370

COMMERCIAL WITH DEMAND METERING (over 3500 kwh five or more times in 12 months, less than 50 KW)

Customer Charge \$30.00 Per Month
First 45 KWH \$0.150000
Remaining KWH \$0.107623
Demand Charge (All KW \$11.34)

MEDIUM GENERAL SERVICE Energy (50-300 KW)

Customer Charge \$50.00 Per Month
First 2,694.72 KWH \$0.125000
Remaining KWH \$0.100137
Minimum Bill \$386.84
Demand Charge (All KW \$10.66)

LARGE GENERAL SERVICE Energy (greater than 300 KW two or more times in 12 months)

Customer Charge \$200.00 Per Month
First 30,000 KWH \$0.105000 Next 220,000 KWH \$0.086620
Remaining KWH \$0.084770
Demand Charge (All KW \$10.1327)
Demand Ratchet 70% if Previous 12 Month Maximum

LARGE GENERAL SERVICE -PRIMARY Energy (same as above with primary service)

Customer Charge \$200.00 Per Month
First 30,000 KWH \$0.102500 Next 220,000 KWH \$0.085318

Remaining KWH \$0.082596
 Demand Charge (All KW \$10.1327)
 Demand Ratchet 70% if Previous 12 Month Maximum

CONNECTION CHARGES

Existing Facility, Commercial or Residential	No Charge
New Residential	No Charge
New Non-Residential	No Charge
Delinquent Charges (prior to 4:00 pm Monday – Friday)	\$40
Delinquent Charges (after 4:00 pm Monday – Friday, Weekends & Holidays)	\$60
Additional Deposit	\$25
Temporary Service	\$60
AMI Disconnection Charge (prior to 4:00 pm Monday – Friday)	\$25
AMI Disconnect Charge (after 4:00 pm Mon. – Fri., Weekends & Holidays)	\$40

CUSTOMER DEPOSIT CHARGES

Residential Property Owner	No deposit required
Residential Renters	\$200
Commercial - The greater of an average for 12 month's bills multiplied by 2.5 or (A surety bond may be substituted at the City's option)	\$200

STANDARD POWER FACTOR

98.5% Lagging
 Charge per 1.0% under 98.5% per KW demand \$0.05

NEW CONSTRUCTION AND LINE EXTENSION FEES

Paid by Applicant – Refer to section 11 of the Electric rules and regulations.

* The City Council approved a selective elimination of the charges for City Labor & City Equipment costs in 2018 related to the installation of new electric services and upgrades to existing electric services by the City Electric Department. Material costs, Non-City Labor costs & Non-City Equipment costs do not apply to this waiver.

STREET CHARGE

\$5.50 per month

GREEN ENERGY

Funding for Green Energy Programs \$0.000178 / Kwh

PURCHASED POWER COST ADJUSTMENT CLAUSE

-\$0.01002 / Kwh (Effective 02/01/2017)

ENERGY SUPPLY COST

\$0.07525/ Kwh

SECURITY LIGHTS

\$6.31 / month

METER TEST FEE

No charge for the first test at a location. After first test then greater of actual cost or:

Self Contained	\$35
Transformer Rated Meter	\$75

METER DEPOSIT INTEREST

Meter deposit interest is applied when refunded; with an interest rate based on the 1 year Treasury Constant Maturity Rate.

DELAWARE STATE UTILITY TAX

Industrial/Commercial Facility	4.25%
Qualified Manufacturing Facility	2.00%

RETURN PAYMENT FEE

\$40

AUTOMATIC METER INFRASTRUCTURE (AMI) OPT-OUT FEES:

One-time manual meter set-up fee	\$40.00
Manual meter reading	\$25.00/month
Delinquent Charges (prior to 4:00 pm Monday – Friday)	\$40
Delinquent Charges (after 4:00 pm Monday – Friday, Weekends & Holidays)	\$60

LATE PAYMENT CHARGE

1.5% per month on outstanding balance

BASE FIGURE FOR ESCROW CALCULATIONS

\$0.088223/Kwh

WATER AND SEWER UTILITY RATES

All water and sewer rates are based on Equivalent Dwelling Units (EDU), which is equal to 9,000 gallons per month, (300 g.p.d.), with a minimum billing of 1 EDU per month, \$21.95 for water* and \$44.30 for sewer.

*Water rate adjustment for large users: The first 667,000 gallons are billed at the rate of \$21.95 per 9,000 gallons/month; from 667,001-1,333,333 at \$10.97 per 9,000 gallons/month; with the remaining usage at \$9.12 per 9,000 gallons/month.

*Properties outside of the city limits, which have water and/or sewer service, are charged an annual fee equal to 1/3 of the city property tax rate.

WATER AND SEWER CONNECTION SERVICE CHARGES

Turn service valve on/off for:

Repairs (During City Business Hours):	No Charge
Repairs (After City Business Hours):	\$60
Non-Repair shutoff/reconnect for more than 1 week (During City Business Hours only):	\$40

INDUSTRIAL PRETREATMENT ORDINANCE:

WASTEWATER DISCHARGE PERMIT:

Significant Industrial User (SIU)	\$1,000.00 per issuance + \$500 Annual Monitoring Fee
Categorical Industrial User (CIU)	\$1,000.00 per issuance + \$500 Annual Monitoring Fee
Other Industrial User (OIU)	\$1,000.00 per issuance + \$500 Annual Monitoring Fee

OTHER FEES:

Permit Amendment	\$500.00 per issuance
Permit Variance (s)	\$500.00 per issuance

GREASE INTERCEPTOR/TRAP INSPECTION FEE:

First inspection =	No charge
Second and each additional inspection =	\$50.00

BOARD OF ADJUSTMENT HEARING:

NON-REFUNDABLE	\$300.00
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PLANNING AND ZONING HEARING:

NON-REFUNDABLE	\$200.00
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PLUMBER LICENSE:

Annual License Fee =	\$40.00
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Surety Bond Required (\$5,000)
State of Delaware Master Plumber License Required

EXCAVATOR LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$20,000)

REFUSE HAULER LICENSE:

Annual License Fee = \$50.00 for the first 5 trucks working in the City,
Plus \$10.00 for each additional truck working in the City

SEPTAGE HAULER LICENSE:

Annual License Fee = \$120.00

SEPTAGE HAULER FEE:

Septage Discharge Rate = \$0.065/ gallon up to 1,000,000 gallons per calendar year
\$0.055/ gallon 1,000,001 and above gallons per calendar

year

* Fee is charged on maximum truck volume; not gallons unloaded.

COMMERCIAL HANDBILL DISTRIBUTOR LICENSE:

Annual License Fee = \$40.00

TRANSIENT MERCHANT LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$1,000)

MASSAGE BUSINESS LICENSE:

Annual License Fee = \$40.00

RENTAL LICENSE:

Annual License Fee = \$50.00 per rental unit
Re-inspection Fee = \$50.00 Each Additional Inspection

SPECIAL EVENT PERMIT:

Permit fee = \$20.00 per day per event
Not for profit organizations may be exempted from this fee. Proof of 501c3 status may be required.

PARADE OR PROCESSION PERMIT:

No Charge

SEASONAL STAND PERMIT:

Stand size up to 100 s.f. = \$10.00
Stand size larger than 100 s.f. = \$25.00

TEMPORARY CONTAINER (in R.O.W.) PERMIT:

Permit Fee = \$40.00
Insurance Certificate Required

BUILDING / SIGN / EXCAVATION / SITE WORK PERMIT FEE:

Based on the Cost of Construction:

First \$1,000 = \$25.00

Plus \$ 5.00 fee for each additional \$1,000 or any portion thereafter.

All NEW residential construction shall be based on the latest edition of the Building Valuation Data table as published by the International Code Council (ICC). All other work must be accompanied by a written estimate.

PLUMBING PERMIT FEE:

Base Permit Fee	\$25.00
Charge per fixture or connection to be inspected	\$ 2.00

DEMOLITION PERMIT FEE:

Structures WITH utilities	\$50.00
Structures WITHOUT utilities	\$10.00

WATER IMPACT FEE:

Per EDU	\$ 600.00
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* The City Council approved a selective discount of the water impact fee in 2018 as an economic incentive to flexible warehousing space in any M-1 Light Industrial District. This incentive is targeted to spur growth through incubator business spaces. The discount is applied to the water impact fee based on the normal EDU calculation for the space. The following chart gives the discount amount based on the size of the flexible warehousing unit:

Gross Floor Area Range (square feet)	Discount applied to normal water impact fee
0 to 2,000	70%
2,001 to 4,000	60%
4,001 to 6,000	50%
6,001 to 8,000	40%
8,001 to 10,000	30%

WATER CAPACITY CHARGE:

Residential Unit without a fire suppression system	\$ 100.00 per EDU
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All other uses:

1" Water Tap	\$ 375.00
2" Water Tap	\$ 750.00
3" Water Tap	\$1,500.00
4" Water Tap	\$3,000.00
6" Water Tap	\$3,500.00
8" Water Tap	\$4,000.00
10" Water Tap or large	\$6,000.00

WATER TAP FEE:

1"	\$ 725.00	plus \$300 to open street
1-1/2"	\$ 930.00	plus \$300 to open street
2"	\$1,325.00	plus \$300 to open street

* The City Council approved a selective elimination of the water tap fees in 2018. This fee incentive applies to the *first eighteen single family detached* housing units permitted, built and receiving their certificate of occupancy in 2018. This fee reduction only applies to housing constructed within Developments in the City, where water taps have already been installed by the developer.

SEWER IMPACT FEE:

Per EDU \$1,400.00

* The City Council approved a selective discount of the sewer impact fee in 2018 as an economic incentive to flexible warehousing space in any M-1 Light Industrial District. This incentive is targeted to spur growth through incubator business spaces. The discount is applied to the sewer impact fee based on the normal EDU calculation for the space. The following chart gives the discount amount based on the size of the flexible warehousing unit:

Gross Floor Area Range (square feet)	Discount applied to normal sewer impact fee
0 to 2,000	70%
2,001 to 4,000	60%
4,001 to 6,000	50%
6,001 to 8,000	40%
8,001 to 10,000	30%

SEWER TAP FEE:

4" diameter \$1,050.00 plus \$600 to open street
 6" diameter or larger \$1,050.00 plus \$600 to open street

* The City Council approved a selective elimination of the sewer tap fees in 2018. This fee incentive applies to the *first eighteen single family detached* housing units permitted, built and receiving their certificate of occupancy in 2018. This fee reduction only applies to housing constructed within Developments in the City, where sewer taps have already been installed by the developer.

DOWNSTREAM SEWER ASSESSMENT FEE:

Lift Station #1	Methodist Manor House Drainage Shed	\$ 400.00 per EDU
Lift Station #2	Route 13 South Drainage Shed	\$ 800.00 per EDU
Lift Station #3	Route 13 North (SVSC) Drainage Shed	\$ 800.00 per EDU
Lift Station #4	Retirement Living Drainage Shed	\$ 400.00 per EDU
Lift Station #5	Western Auto Drainage Shed	\$ 400.00 per EDU
Lift Station #6	Virginia Commons Drainage Shed	\$ 400.00 per EDU
Lift Station #7	Shipleigh Center Drainage Shed	\$ 400.00 per EDU
Lift Station #8	Hurley Heights Drainage Shed	\$ 400.00 per EDU
Lift Station #9	Cedar Avenue Drainage Shed	\$ 400.00 per EDU
Lift Station #10	Industrial Park Drainage Shed	\$ 400.00 per EDU
Lift Station #11	Dulany Street Drainage Shed	\$ 400.00 per EDU
Lift Station #12	North Ross Drainage Shed	\$ 400.00 per EDU
Lift Station #13	Governor's Grant Drainage Shed	\$ 400.00 per EDU
Lift Station #14	Mears Campus Drainage Shed	\$ 1,200.00 per EDU
Lift Station #15	Herring Run Drainage Shed	\$ 1,200.00 per EDU

STORM WATER IMPACT FEE:

Per square foot of developable land \$0.10

ELECTRIC SYSTEM COST RECOVERY FEE:

Residential Service Single Phase (120/240)

100 amp \$ 187.50
 200 amp \$ 375.00

300 amp \$ 562.50
400 amp \$ 750.00

Commercial Service 3 phase (120/208) & (120/240)

200 amp \$ 750.00
400 amp \$1,500.00
600 amp \$2,245.00
800 amp \$2,995.00

Commercial Service 3 phase (277/480)

200 amp \$ 1,730.00
400 amp \$ 3,455.00
600 amp \$ 5,200.00
800 amp \$ 6,915.00

Industrial Service 3 phase (120/208) & (120/240)

200 amp \$ 935.00
400 amp \$ 1,870.00
600 amp \$ 2,810.00
800 amp \$ 3,745.00
1,000 amp \$ 4,680.00

Industrial Service 3 phase (277/480)

200 amp \$ 2,160.00
400 amp \$ 4,320.00
600 amp \$ 6,500.00
800 amp \$ 8,640.00
1,000 amp \$10,790.00
2,000 amp \$21,580.00
3,000 amp \$32,500.00

WATER METER & WATER METER PIT PRICES:

As determined by the Director of Public Works

REPRODUCTION FEES - (i.e. - FREEDOM OF INFORMATION ACT)

Document Copies \$0.25 per page (\$1.00 minimum charge)
Duplicate Bill Fee \$2.50
Print Account History \$2.50
All other records Actual cost of reproduction

COMMERCIAL PROPERTY LISTING ON CITY WEBSITE

Per Property \$25

CITY EQUIPMENT & TOOL RATES

The following fees shall be charged for City of Seaford projects and code related actions in accordance with City Policy. This equipment (and/or tools) is not intended to be rented by or to the general public. All City equipment shall be operated by City personnel at all times. Personnel costs shall be charged at the current prevailing rate.

Electric Line Truck \$40 per hour (minimum 1 hour)
Electric Bucket Truck \$40 per hour (minimum 1 hour)
Electric Pole Trailer \$25 per hour (minimum 1 hour)
Pick-Up/Service Truck \$25 per hour (minimum 1 hour)

Trencher - Walk Behind	\$30 per hour (minimum 1 hour)
Trencher – Ride On w/backhoe	\$40 per hour (minimum 1 hour)
Flat Bed Dump Truck	\$35 per hour (minimum 1 hour)
Regular Dump Truck	\$35 per hour (minimum 1 hour)
Back Hoe/Loader	\$35 per hour (minimum 1 hour)
Skid Steer Loader	\$35 per hour (minimum 1 hour)
Mini Excavator	\$35 per hour (minimum 1 hour)
Tractor Mower “Bush Hog” (Ride On)	\$50 per hour (minimum 1 hour)
Tractor Mower “Cub Cadet” (Ride On)	\$50 per hour (minimum 1 hour)
Lawn Mower “Zero Turn” (Ride On)	\$20 per hour (minimum 1 hour)
Lawn Mower (Push)	\$15 per hour (minimum 1 hour)
Back Pack Blower	\$15 per hour (minimum 1 hour)
Weed Cutter (Gas Powered)	\$15 per hour (minimum 1 hour)
Chain Saw (Gas Powered)	\$15 per hour (minimum 1 hour)
Generator (19-29 KVA)	\$30 per hour (minimum 1 hour)
Generator (125-149 KVA)	\$55 per hour (minimum 1 hour)
Sewer Rodder	\$50 per hour (minimum 1 hour)
Air Compressor	\$25 per hour (minimum 1 hour)
Weed Sprayer	\$15 per hour (minimum 1 hour)
Paint Machine	\$25 per hour (minimum 1 hour)
Power Sweeper	\$50 per hour (minimum 1 hour)
Video Camera with Trailer	\$100 per hour (minimum 1 hour)
Hydra-stop with Trailer	\$100 per hour (minimum 1 hour)

(Cost of the Hydra-stop sleeve is an additional charge; contact the Director of Public Works for pricing)

PARK RENTAL FEES

SOROPTIMIST PARK:

Front Pavilion	\$30 per day
Back Pavilion	\$20 per day

SPORTS COMPLEX:

- Sports fields: \$75 per field per day
- Use of field lights: \$25 per field per hour (in addition to the daily field rental fee)
- The JAY’S NEST PLAYGROUND, which is located within the SPORTS COMPLEX, may not be rented.

ALL OTHER CITY PARKS:

May be rented on a case by case basis, and must obtain a Special Event Permit.

N.C. 12
2/13/18

MEMORANDUM

To: Dolores J. Slatcher, City Manager
From: June Merritt, Director of Finance & HR
Date: February 6, 2018
Re: Automatic Meter Infrastructure Opt-Out Fees & Connection Charges

The City of Seaford is converting its current electric meter technology to smart meters (AMI-automatic meter infrastructure). On 8/22/2017 Council adopted Ordinance #2017-04 which amends Chapter 6 of the Municipal Code of Seaford, Delaware relating to “Electricity” by adding text to section 6.9.8 (A) through section 6.9.8 (D) for Automatic Meter Reading Device and Opt-Out Provision. As such, section 6.9.8(C) states “Customers choosing to have their meter read manually shall pay a one-time manual meter setup fee and a recurring monthly meter reading fee. Such fees to be established by the City Council and published in the Schedule of Fees and Rates.”

After analysis of the cost associated with programming the AMI meter and manually reading the meter each month, I am recommending the following fees for customers filing an application for a waiver from automated reading (Opt-Out).

Automatic Meter Infrastructure (AMI) Opt-Out Fees:

One-time Manual Meter Set-up Fee.....	\$40.00
Manual Meter Reading.....	\$25.00 per month
Delinquent Charges (prior to 4:00 pm Monday – Friday).....	\$40.00
Delinquent Charges (after 4:00 pm Monday – Fri., Weekends & Holidays).....	\$60.00

In conjunction with the opt-out fees I reviewed our current delinquent and disconnect fees and procedures. Currently, a customer that is delinquent and subject to disconnection for non-payment will incur a delinquent fee of \$40.00 prior to 4:00 pm or \$60.00 after 4:00 pm, and a Notice of Termination is left on the residence by a utility worker. The utilization of AMI technology allows the City to improve business operations by remotely disconnecting and reconnecting customers. A utility worker would no longer have to make a visit to disconnect/reconnect a meter or hang a Notice of Termination at the customer’s residence. Therefore, I am recommending the following reduction in fees.

Connection Charges:

AMI Delinquent Charge (prior to 4:00 pm Monday – Friday).....	\$25.00
AMI Delinquent Charge (after 4:00 pm Monday – Fri., Weekends & Holidays)....	\$40.00

**APPLICATION FOR
Meter Installation, Power Factor, and Demand Determination
OPT OUT REQUEST to turn off Radio Frequency (RF) in meter**

TO: City of Seaford Electric Department

Applicant: _____

Property Address: _____

Account Id: _____ Phone No: _____

Email: _____

The undersigned citizen of the City of Seaford makes application in accordance with Ordinance #2017-04 for exemption from Meter Installation, Power Factor, and Demand Determination.

1. That he/she understands that the opt-out application is a waiver from automated reading and will have the meter read manually. Upon approval by the City Manager, the City Electric Department shall furnish, own and maintain an electric meter capable of being read manually.
2. That he/she who is choosing to have their meter read manually shall pay a one-time manual meter setup fee and a recurring monthly manual meter reading fee. Such fees to be established by the City Council and published in the Schedule of Fees and Rates.
3. That he/she understands that it is the responsibility of the customer to provide, at the customer's expense, suitable space for the installation and use of the City's metering and transforming equipment. The customer shall permit no person other than a properly identified City employee or agent to remove, inspect or alter such equipment. In the event that any City equipment is damaged, destroyed, altered or otherwise prevented from properly registering the energy supplied to the customer due to the act, failure to act or negligence of the customer or by any unauthorized person, the costs of all necessary repairs, replacement of equipment, together with the reasonable costs of investigation to determine the amount of energy not registered, and an estimate of the energy not registered shall be paid by the customer.

INITIAL EACH STATEMENT BELOW:

- I AGREE THAT I AM A NAMED, AUTHORIZED PERSON ON THE CUSTOMER ACCOUNT ENTERED ABOVE. I HEREBY SWEAR AND AFFIRM THAT THIS INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND FURTHER UNDERSTAND THAT A FALSE DECLARATION IN THIS APPLICATION WILL SUBJECT ME TO THE PENALTIES PROVIDED BY THE LAW FOR PERJURY.
- I AGREE BY MY SIGNATURE BELOW TO BE RESPONSIBLE FOR THE ONE TIME FEE AND MONTHLY PAYMENT AS SET FORTH IN THE CITY OF SEAFORD SCHEDULE OF FEES AND RATES. I FURTHER AGREE THAT THE PUBLISHED FEE MAY BE REVISED BY THE CITY OF SEAFORD AND MY INCLUSION IN THE OPT-OUT WAIVER PROGRAM IS BASED UPON PAYING THE APPLICABLE FEE IN EFFECT AT THE TIME OF SERVICE.

Date of Application

Applicant's Signature

Application reviewed by _____

Approved _____

Denied _____

12 2018
5/13/18

Memo

To: Dolores Slatcher
From: Berley Mears
CC: Charles Anderson
Date: February 6, 2018
Re: Clean-up week 2018

I would like to make a recommendation to have "clean-up week 2018" the week of May 14th-18th. This will be one week later in May than usual due to disconnects being the second week which is a busy time for all departments.



414 High Street | PO BOX 1100
Seaford, DE 19973
302.629.9173
302.629.9307 fax
www.seafordde.com

To: Dolores Slatcher, City Manager

From: Tracy Torbert, Executive Secretary

Date: February 9, 2018

RE: Real Estate Property Tax Appeals

I have spoken with Dave Hickey and Eric Piner from PTA/DELVAL, Inc. in reference to holding real estate property tax appeals. They would like to schedule the tax appeals to be held at the Council Meeting on April 10, 2018 from 7:00 p.m. to 8:00 p.m.

Please present the information at the February 13, 2018 Council Meeting for approval; thank you for your assistance.

The Law Office of
John E. Tarburton, P.A.
A Professional Association

Handwritten notes: 2/8/18

420 Pennsylvania Avenue
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Seaford, DE 19973

Admitted in
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February 6, 2018

VIA HAND DELIVERY AND EMAIL

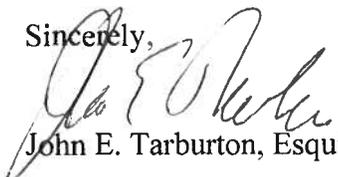
Dolores Slatcher
City of Seaford
414 High Street
Seaford, DE 19973

Re: Purchase and Sale Agreement for City Properties to Seaford Development Associates, LLC.

Dear Dolores:

Pursuant to your conversation with my clients earlier today, I hereby request that settlement on the City Power Plant properties be extended to on or before February 28th, 2018. A copy of the contract is enclosed.

Sincerely,


John E. Tarburton, Esquire

JET:jlc

Cc: James Fuqua, Esquire

Encl: