

AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
August 14, 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.
 - Executive Session – Negotiations
 - Approval of minutes of the regular meeting on July 24, 2018.

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

Mayor Genshaw and Chief Rob Kracyla to present Debra Bradford a proclamation for outstanding public service.

CORRESPONDENCE:

- 1.

NEW BUSINESS:

1. Mr. David Perrington, Superintendent of Seaford School District to provide an update of district activities.
2. Bids – Public Works Street Department Truck.
3. Katie Hickey, Superintendent of Parks and Recreation to provide an update regarding the installation of animal waste receptacles, bag dispensers and signage at two locations in the City.
4. Present for approval a quote from Priority Dispatch for 911 center dispatcher training, software and licensing required for Emergency Fire Dispatch certification.
5. Present for approval a quote from Call One for new telephone headsets for the dispatch center.
6. Representatives with the Delaware Department of Transportation to present details of the Market Street and Front Street Pedestrian and Traffic Calming Improvements Concept Design.

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

August 14, 2018

NEW BUSINESS CONTINUED:

7. Mayor Genshaw to appoint an Annexation Committee to review the annexation request of the property located at 1380 Middleford Road, Sussex County Tax Map Numbers 331-5.00-84.00 and 331-5.00-84.05.
8. Present a letter of request from The Sussex County health Coalition to make a donation to the "Seaford Goes Purple" campaign.

OLD BUSINESS:

- 1.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. Seaford Downtown Focus Day, Wednesday September 12, City Hall (time to be announced).
2. Downtown Seaford Association picnic, Blades Marina, August 20, 6:30 p.m.
3. Western Sussex Chamber Ribbon Cutting & Open House, August 23, 5:30 p.m., Chamber Office, 26673 Sussex Highway.
4. Seaford Volunteer Fire Department 37th, annual softball tournament (benefiting Delaware burn camp) August 17, 18 & 19; Seaford Sports Complex.

COMMITTEE REPORTS:

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

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

Page 3

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

August 14, 2018

EXECUTIVE SESSION:

Negotiations

Mayor Genshaw solicits a motion to adjourn the Executive Session.

Mayor Genshaw reopens the regular Council meeting.

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))

Date Posted: 8/6/18

Posted by: TNT

MEMORANDUM

TO: Charles Anderson, CM

FR: Berley Mears, Director of Public Works

RE: 2018 1/2 Ton 4x4 Pickup

DT: August 8, 2018

The City received two bids for the above referenced purchase. Please see the below table:

City of Seaford			
2018 1/2 Ton 4X4 Regular Cab Pickup			
Bid Tabulation			
Bidder	Base Bid	Trade-In	Total Less Trade
Hertrich Fleet Services, Inc.	\$28,997.00	\$2,100.00	\$26,879.00
Winner Ford	\$29,525.00	\$500.00	\$29,025.00

We received two bids for the new 2018 1/2 Ton 4x4 Pickup. It is my recommendation to award the 2018 1/2 Ton 4x4 Pickup bid to Hertrich Fleet Services, Inc. for the total, less trade, of \$26,879. The low bid is \$2,379 over my estimated budget of \$24,500. This could be partly due to the fact that the budget estimate was received almost eight months ago during budget preparations. Hertrich Fleet Services, Inc. was the lowest bidder that met all of the bidding requirements.

Please present this information to Mayor and Council at their August 14, 2018 meeting for their consideration.

Should you have any questions, please contact me.

Thank you.



QUOTE

110 Regent Street, Suite 500
 Salt Lake City, UT 84111
 USA
www.prioritydispatch.net
 Prepared By: Todd Johnson
 Phone: (800) 363-9127
 Email: todd.johnson@prioritydispatch.net

Agency:
 Agency ID#:
 Quote #:
 Date:
 Offer Valid Through:
 Payment Terms
 Currency:

Seaford Police Department
 2921
 Q-29661
 7/19/2018
 10/30/2018
 Net 30
 USD

Bill To:
 Seaford Police Department
 PO Box 1100
 Seaford, Delaware 19973-5100
 United States

Ship To:
 Seaford Police Department
 300 Virginia Ave
 Seaford, Delaware 19973-1516
 United States

*NRH
 8/14/18*

Line	Product Name	Qty	Unit Price	Amount
2	ProQA Fire Software Licenses Automated calltaking software	3	3,750.00	11,250.00
3	ProQA Fire Backup Software Licenses Offsite, backup location software	1	695.00	695.00
4	XLerator Client Server Suite Client server software application suite	1	2,500.00	2,500.00
5	AQUA Case Review Software for EFD Quality Assurance (case review) software base engine and discipline module	1	1,750.00	1,750.00
6	FPDS Backup Cardset License Licensed manual protocol set for backup	3	495.00	1,485.00
7	FPDS Quality Assurance Guide Quality Assurance Guide for training and case review only	1	45.00	0.00
8	FPDS Mobile App Field Responder Guide Smartphone-based field reference guide for responders	30	10.00	0.00
10	College of Emergency Dispatch Annual Subscription Online access to the College of Emergency Dispatch for 12 months	8	0.00	0.00
11	College of Emergency Dispatch Annual Subscription Online access to the College of Emergency Dispatch for 12 months	8	0.00	0.00
12	Protocol Training and Certification for EFD (Host) Materials, tuition and certification	8	340.00	2,720.00
13	Mobile Software Training Lab (Daily Rate) Individual laptop computers and one configured server with the latest versions of ProQA, AQUA and XLerator software programs (short-term use)	2	1,500.00	3,000.00
14	ProQA Software Training for EFD (two 4 hour courses) 8 hours of training (a maximum of 2 sessions a day for a total of 8 hours)	2	1,500.00	3,000.00
15	AQUA Software Training 8-hour course	1	1,500.00	1,500.00
16	ProQA & AQUA Reports Training (4 hours) for administrators, managers and supervisors on ProQA and AQUA reporting functions	1	1,500.00	1,500.00
17	Implementation Support Package for EFD Implementation support and quality management program development	1	30,000.00	15,000.00

"To lead the creation of meaningful change in public safety and health."

Line	Product Name	Qty	Unit Price	Amount
18	Equip QA for EFD Initial implementation of expert case review, quality management and mentoring for telecommunicators, QA staff and management (__cases/ week)	1	11,700.00	0.00
19	IAED Accreditation Application Fee EFD IAED fee for accreditation	1	2,250.00	0.00
20	ProQA ESP (P) F License Renewal, Service & Support	3	1,200.00	3,600.00
21	Shipping & Handling	1	0.00	0.00

Discount	USD 30,007.00
Subtotal	USD 48,000.00
Estimated Tax	
Total	USD 48,000.00

Customer Signature:
Customer Name:
Credit Card #:

Date:
Purchase Order ID:
Expiration Date:

TERMS AND CONDITIONS

This quote is valid for 120 days from date of issue. All prices quoted are exclusive of any applicable taxes, duties, or government assessments relating to this transaction, which are the sole obligation of Buyer. For further information see <https://prioritydispatch.net/license-agreement/>



www.callone.com 1-800-749-3174

Call One, Inc.
P.O. Box 9002
400 Imperial Boulevard
Cape Canaveral FL 32920
321-783-2400

Bill To
Anita Bell
Seaford P.D. - 911
300 Virginia Ave
Seaford DE 19973-1516

Quote

NB HS
3/14/18

Date 7/6/2018
Quote # 103450

Sales Rep Heather Dull
Sales Rep Email Address
Call One Fax # 321-799-9222
Subsidiary Call One
Shipping Method Contract FedEx
Shipping Phone 302-629-6644
Customer # 90149

Ship To
Anita Bell
Seaford P.D. - 911
300 Virginia Ave
Seaford DE 19973-1516

Plantronics CA12-CD-S - PTT Headset Adapter-Cordless DECT	PLT-92900-01-001	4 Ea	Plantronics CA12CD-S PTT Headset Adapter-Cordless DECT UPCS1.92/93 CA12CD-S - No Returns	349.00	1,396.00
Plantronics EncorePro HW510	PLT-89433-01-003	4 Ea	Plantronics EncorePro HW510	65.00	260.00
Plantronics CA12CD - CA12CD -S Battery	PLT-80322-01-018	4 Ea	Plantronics CA12CD. CA12CD-S replacement battery	32.00	128.00

It's been a pleasure working with you!

Subtotal	1,784.00
Estimated Shipping Cost (Contract FedEx)	0.00
Total	\$1,784.00

THIS IS A QUOTE. DO NOT PAY FROM THIS QUOTE. This Quote expires 30 days from creation date. Our prices are subject to change due to manufacturer price increases. Actual shipping costs are calculated at Order Fulfillment and will vary.



103450



Delaware Department of Transportation
Jennifer Cohan
Secretary

NB 13
8/14/18

PUBLIC WORKSHOP

Market and Front Street Pedestrian and Traffic Calming Improvements, Seaford, Concept Design

Contract No. T2018200002



**Council Chambers lobby in City Hall
414 High Street, Seaford, DE 19973**

**Tuesday, August 14, 2018
Any time between 4:00 – 6:30 PM**

The Delaware Department of Transportation (DelDOT) is holding a public workshop to solicit public input on the proposed improvements along Market, High, and Front Streets located in the City of Seaford in Sussex County. The workshop will be held on Tuesday, August 14, 2018 in the lobby of the Council chambers at City Hall, located at 414 High Street, Seaford, DE 19973. The public is invited to attend any time between 4:00 p.m. to 6:30 p.m.

The purpose of this project is to improve pedestrian safety and provide traffic calming improvements surrounding Gateway Park in downtown Seaford. Attendees will have an opportunity to review the proposed improvements and provide comments to DelDOT representatives.

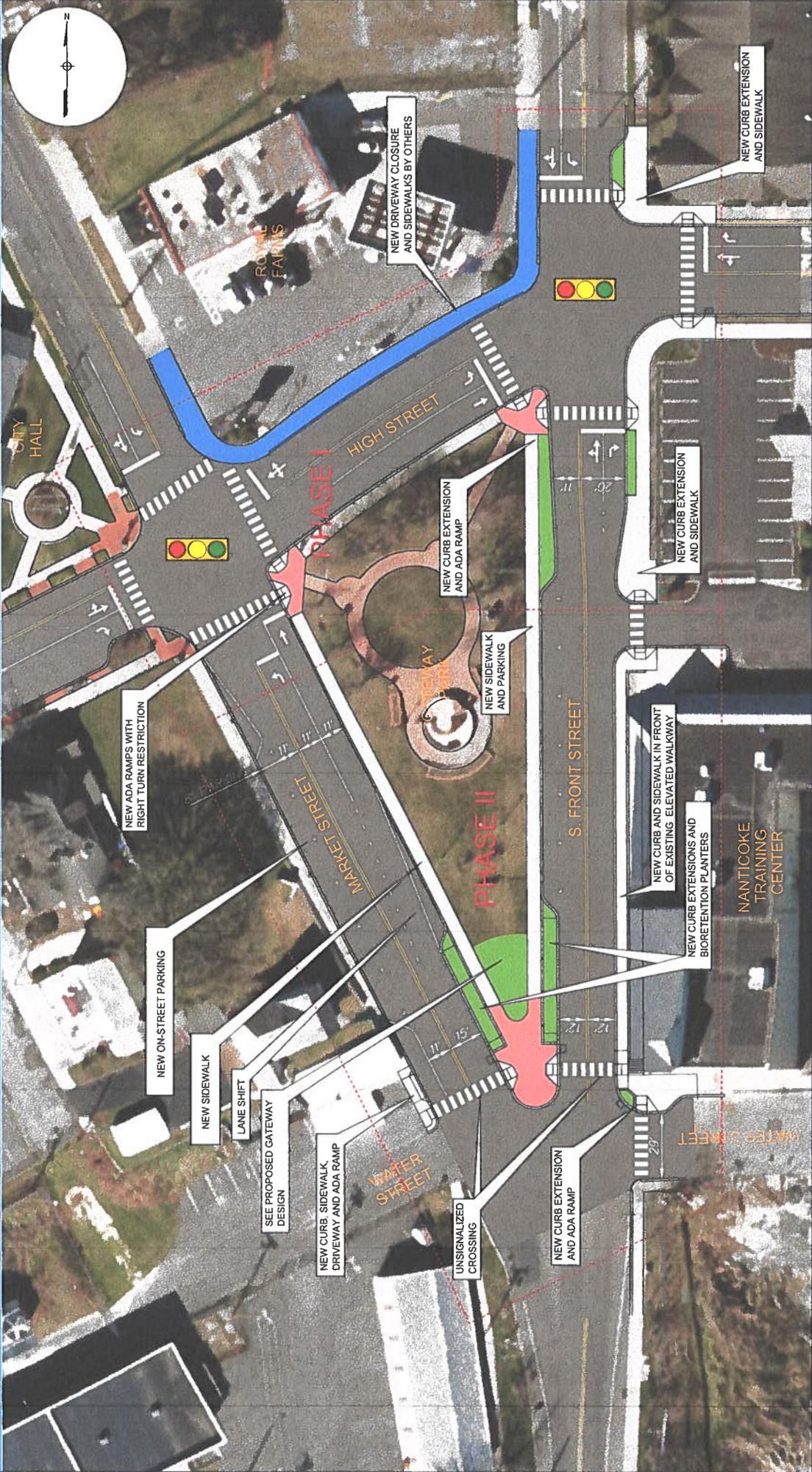
Interested persons are invited to express their views in writing, giving suggestions for improvements to the corridor. Comments will be received during the workshop or can be mailed to DelDOT Public Relations, P.O. Box 778, Dover, DE 19903. You may also send an email to [DelDOT Community Relations](#)

This location is accessible to persons having disabilities. Any person having special needs or requiring special aid, such as an interpreter for the hearing impaired, is requested to contact DelDOT by phone or mail one week in advance.

For further information contact Public Relations at 1-800-652-5600 (in DE) or 302-760-2080 or write to the above address.

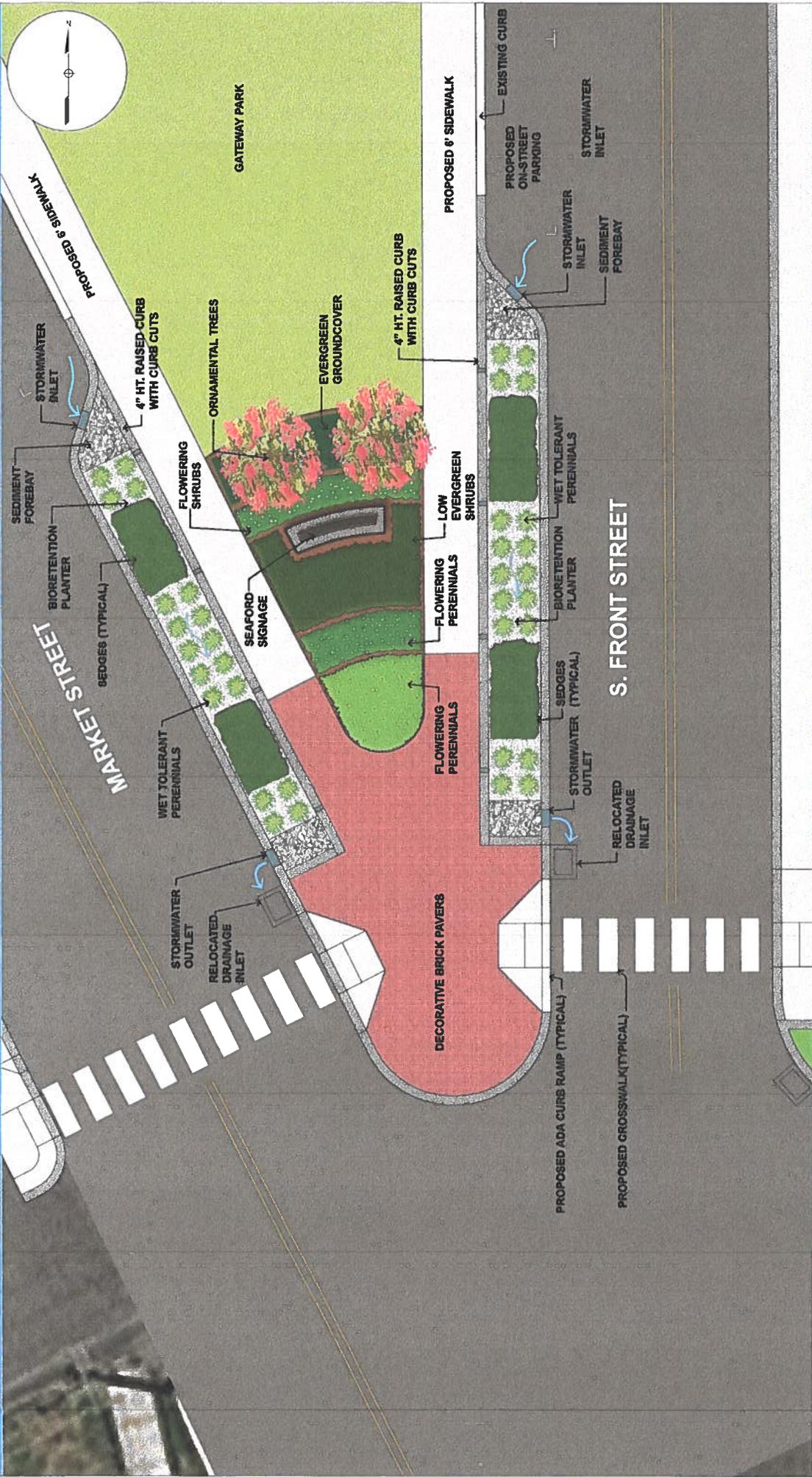
PUBLIC NOTICE

Market Street and Front Street Pedestrian and Traffic Calming Improvements



PROPOSED OVERALL PLAN

Market Street and Front Street Pedestrian and Traffic Calming Improvements



PROPOSED GATEWAY DESIGN

**Delaware Department of Transportation
Contract No. T201820002
Market Street and S. Front Street Pedestrian and Traffic Calming Improvements
Concept Cost Estimate**

June 13, 2018

Phase	Phase Description	Estimated Cost
I	High Street Pedestrian Improvements	\$750,000
II	Market and S. Front Street Gateway and Pedestrian Improvements	\$750,000
	Total Cost including Final Design and Contingency	\$1,500,000



414 High Street | PO BOX 1100
Seaford, DE 19973
302 629.9173
302 629.9307 fax
www.seafordde.com

Date: 5-14-2018

NB#-7
8/14/18

Name and address of applicant:
Seaford Nylon Employees Council

P.O. Box 232

Seaford, De 19973.

treasurer: Mark Melson

Phone Number: (H) 302-628-0541 or (C) 302-228-0514 Leave message on either line

Mayor and City Council
Attn: City Manager
414 High Street
PO Box 1100
Seaford, DE 19973

To Whom It May Concern:

(I)/(We) the undersigned, do hereby petition the Mayor and City Council of the City of Seaford to request the annexation of the property(s) which (I)/(We) do own, to be zoned commercial, with the description and locations as follows:
Tax Map and Parcel: 331-5.00-84.00 (w/bldg.) and 331-5.00-85.05_____, located on 1380 Middleford Rd

Seaford, De
19973

(My) (Our) reason(s) for requesting annexation (is) (are) as follows:

- City Utilities. Water & Sewer
- City policing
- Other: _____

Respectfully submitted,

Mark D. Melson - Treasurer

Mark D. Melson

T.M. #3-31-5.00-84.00 # 85.05

"PINE COVE" SUBDIVISION
P.B. 13-79

CURVE DATA
R = 65.00'
Δ = 89°46'24"
A = 101.84'
CD = 91.74'
Brg. = S 80°23'50" E



LOT 9 "PINE COVE"
15,915 Sq. Ft. +/-
0.365 Acres +/-
D.B. 1669-35
T.M. 3-31-5.00-85.05

NF
SDS LIMITED LIABILITY COMPANY
D.B. 2848-147.00
T.M. 3-31-5.00-83.00

NF
MILFORD STREET ASSOCIATES, INC.
D.B. 2392-1
T.M. 3-31-5.00-82.00

14,155 Sq. Ft. +/-
0.325 Acres +/-
D.B. 597-682
T.M. 3-31-5.00-84.00

- PIPE (FD)
- CONC. MON. (FD)
- ▲ REBAR (FD)
- ⊗ DRILL HOLE (SET)
- POINT
- UTILITY POLE
- ★ LIGHT POLE
- ⊕ WELL

OVERHEAD UTILITIES

SEE PLOT BOOK 13 PAGE 79 FOR EASEMENT RESERVATIONS. THIS SURVEY AND PLAT DOES NOT VERIFY THE EXISTENCE OR NON-EXISTENCE OF RIGHTS-OF-WAY OR EASEMENTS CROSSING THIS PROPERTY OTHER THAN THOSE SHOWN. NO TITLE SEARCH PROVIDED OR STIPULATED.

I, STEPHEN M. SELLERS REGISTERED AS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF DELAWARE, HEREBY STATE THAT THE INFORMATION SHOWN ON THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND MEETS THE STANDARDS OF PRACTICE AS ESTABLISHED BY THE STATE OF DELAWARE BOARD OF PROFESSIONAL LAND SURVEYORS. ANY CHANGES TO THE PROPERTY CONDITIONS, IMPROVEMENTS, BOUNDARY OR PROPERTY CORNERS AFTER THE DATE SHOWN HEREON SHALL NECESSITATE A NEW REVIEW AND CERTIFICATION FOR ANY OFFICIAL OR LEGAL USE.

Stephen M. Sellers
STEPHEN M. SELLERS PLS 566 DATE 7/19/18
SURVEY CLASS: SUBURBAN

BOUNDARY SURVEY PLAN FOR SEAFORD NYLON EMPLOYEES COUNCIL

MIDDLEFORD ROAD, SEAFORD, DE. 19973
SEAFORD HUNDRED SUSSEX COUNTY
STATE OF DELAWARE
SCALE 1" = 50' JULY 19, 2018

PREPARED BY:

PH: 302-629-9895
FAX: 302-629-2391

MILNER
LEWIS, INC.
LAND SURVEYING

1560 MIDDLEFORD RD.

• SEAFORD, DE. 19973

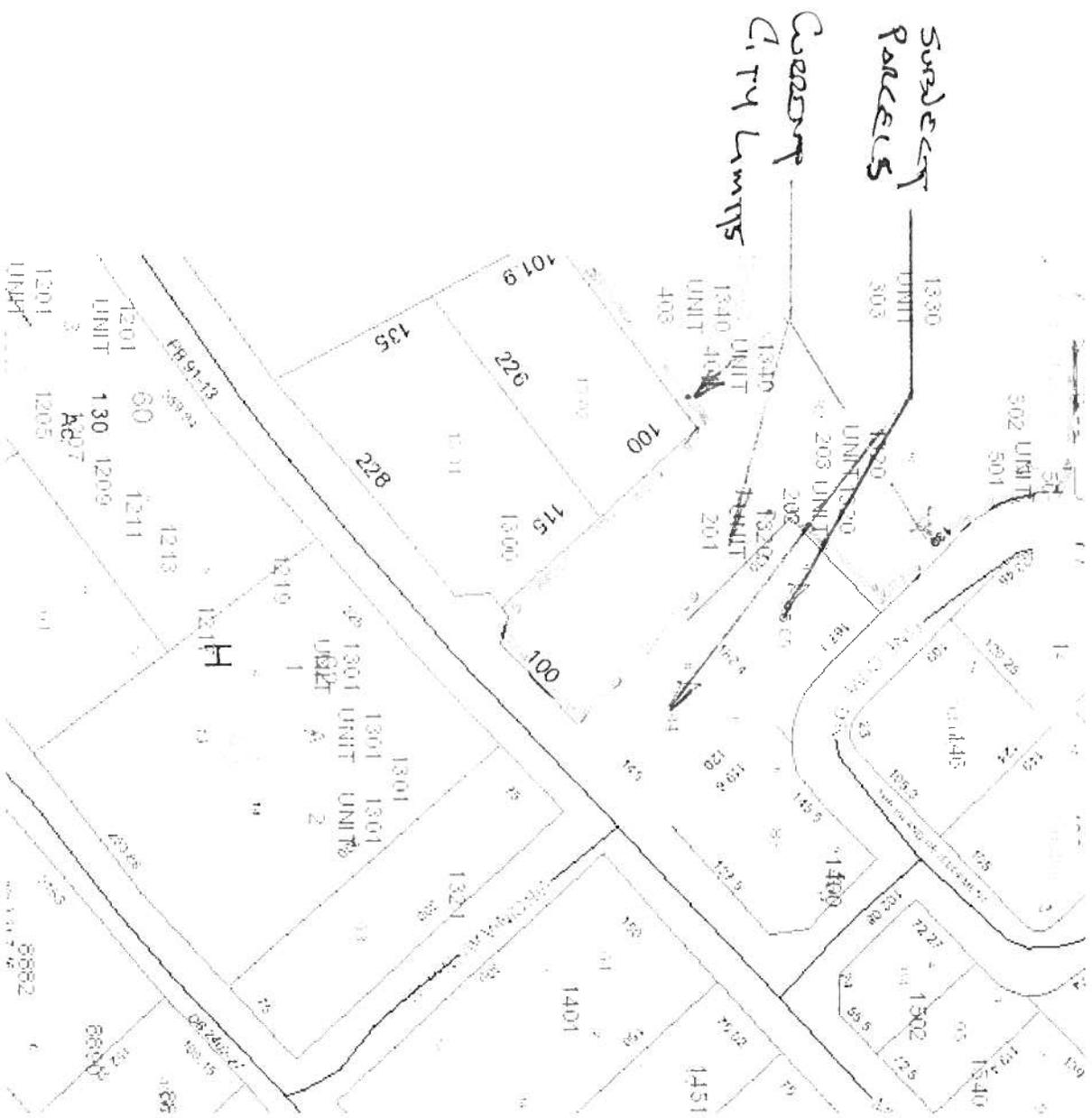
Layer Visibility

Addresses/Parcels

- ✓ 911 Addresses
- ✓ Tax Parcels
- ✓ Parcel Labels
- ✓ Annotation
- ✓ Zoning
- ✓ County Districts
- ✓ Schools/Libraries
- ✓ Hydrology
- ✓ Tax Index/Tax Ditch
- ✓ Transportation
- ✓ Statewide

Selected Features: Tax Parcels (1)

Owner Name	SEAFORD, NYLON EMPLOYEE
Second Owner Name	COUNCIL INC
Mailing Address	PO BOX 232
City	SEAFORD
State	DE
Description	V HURLEY EST
Description 2	N/RT 535
Description 3	LOTS 7 & 8
Land Code	CO



SUSSEX COUNTY HEALTH COALITION

NBH 3
8/14/13

BOARD OF DIRECTORS

Megan Williams
President

Trisha Newcomer
1st Vice President

Nancy Mears
Secretary

Patty Cunningham
Treasurer

Debra Tyre
2nd Vice President

David Miller
Immediate Past President

David Crimmins
Barbara Hendricks
Bernice Edwards
Dr. Julius Mullen
Dr. Jay Owens
Troy Hazzard
Sharon Harrington

SCHC STAFF

Peggy Geisler
Executive Director

Cheryl Doucette

Lisa Coldiron

Crystal Timmons-
Underwood

Nancy Burris

*Working together to
make Sussex County
families the
Healthiest in the
Nation*

Address:

21133 Sterling Ave.
Suite 12.
Georgetown, DE
19947

Phone:

302-858-4764

Website:

www.healthysussex.org

City of Seaford
414 High Street
Seaford, DE 19973
United States



Attn:
Mayor David Genshaw
City Manager Charles Anderson

Dear Mayor Genshaw and Mr. Anderson,

I am writing on behalf of the Sussex County Health Coalition to request your consideration to sponsor our "Seaford Goes Purple" Drug Abuse Awareness Campaign.

It is time for us to be united as a community during this opioid crisis! It will take every one of us committed to speaking as one voice to mobilize around common strategies to change our communities course. All our families, neighborhoods, co-workers, leaders and schools have been impacted by this epidemic. There is hardly a person in our cities or towns who has not, in one way or another, witnessed the devastation of the opioid crisis. We recognize there is no one simple solution to this problem.

Seaford is considered a high-risk area for opioid abuse, and SCHC is dedicated to focusing efforts in the Seaford community, which is why Seaford was named the first city to "Go Purple" in Sussex County.

In the fall, The Sussex County Health Coalition, in partnership with Highmark and DSAMH will embark upon a robust Opioid Awareness and Prevention Campaign called "Seaford Goes Purple." This initiative will commence in the city of Seaford with strategies to spread throughout all of Sussex County and eventually, the entire state.

We are seeking a unified approach to bring awareness and prevention education to our Seaford community members. Please consider sponsoring the **Seaford Goes Purple** initiative at the Platinum level of \$10,000.

Additional sponsorship package information is enclosed for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Peggy M. Geisler".

Peggy M. Geisler
Executive Director
Sussex County Health Coalition



SPONSORSHIP OPPORTUNITIES

Celebrate Life... Support One Another... Join the Movement

PLATINUM LEVEL City Sponsor for Seaford Goes Purple **\$10,000**

- Your name around sponsorship for one/two speaking engagements with former NBA player, Chris Herren— your logo on every public announcement
- Logo prominently placed on the city and statewide website with link to your business website
- Logo prominently placed on all Seaford Goes Purple marketing merchandise (T-shirts and magnets)
- Logo on Seaford specific printed materials
- Your companies name in press releases for Seaford Goes Purple Launch (TV, Radio and Newspaper)
- Your companies name and logo on the Seaford Goes Purple Facebook page as a Founding Partner

GOLD LEVEL Champion Purple Sponsor **\$3,000–5,000**

- Logo prominently placed on the city and statewide website with link to your business website
- Logo prominently placed on all Seaford Goes Purple marketing merchandise
- Logo on selected materials
- Your companies name on Seaford Goes Purple launch press releases (TV, Radio and Newspaper)
- Your companies name and logo on the Seaford Goes Purple Facebook page

SILVER LEVEL Friend Purple Sponsor **\$1,000–2,999**

- Your logo placed on the city and statewide website
- Logo on select printed materials
- Your companies name and logo on the Seaford Goes Purple Facebook page

COMMUNITY SUPPORTER **\$500–999**

- Your name on the city and statewide website

INDIVIDUAL **Any Amount**

- Your name on the city and statewide website