

AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
February 11, 2025
SEAFORD CITY HALL - 414 HIGH STREET

The meeting will be streamed via live feed.

To view a live meeting visit one of the links below:

- On our website: www.seafordde.com/meetinglivefeed
- On Facebook: www.Facebook.com/cityofseaford
- On YouTube:
<http://www.youtube.com/c/CityofSeafordDe19973>

To view this meeting agenda and supporting documentation visit our website:
www.seafordde.com/government/mayor_council/council_agendas_minutes

Comments and questions may be emailed to:
Councilinfo@seafordde.com

7:00 P.M. Mayor MacCoy calls the Regular Meeting to order.
Invocation
Pledge of Allegiance to the Flag of the United States of America.
Changes to the agenda for this meeting.
Executive Session:
1. Personnel matter(s) in which the name(s), competency and abilities of individual employee(s) will be discussed.
2. Negotiations, potential land purchase.
Approval of the minutes of the regular meeting on January 28, 2025.

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

PUBLIC COMMENT:

1.

CORRESPONDENCE:

1.

NEW BUSINESS:

1. Present for approval a request from Kathy Anger, Customer Service Coordinator to set formal Real Estate Tax Appeals to City Council for February 25, 2025, from 7:00 p.m. until 8:00 p.m.

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2. Mayor MacCoy to present appointments for the Election Officers and Board of Elections for the 2025 Municipal Election.
3. Present for approval Delaware Drinking Water State Revolving Fund Binding Commitment letter offer to the City of Seaford for the Martin Farms Water Relocation Phase I project.

OLD BUSINESS:

- 1.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

CITY OF SEAFORD

Municipal Election – Saturday April 19, 2025

The City of Seaford Municipal Election will be held on Saturday, April 19, 2025, 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) Council Member will be elected for a (3) year term.

All candidates must have filed by 4:00 p.m., E.S.T., Friday, February 28, 2025. Registration can be completed at City Hall, 414 High Street, Seaford, DE. Registration hours are Monday through Friday, 7 a.m. until 4:00 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 4:00 p.m., E.S.T., February 28, 2025, will still appear on the official ballot for election.

To be eligible to vote, anyone eighteen (18) years of age or older who is a bona fide City of Seaford resident and US Citizen **must have been registered at the State of Delaware Department of Elections by 4:00 p.m., E.S.T. on Friday March 28, 2025.**

Nonresident property owners must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 19, 2024) and shall have one vote **provided he or she is registered in the “Books of Registered Voters” maintained at the City Hall by 4:00 p.m. E.S.T. on Friday, March 28, 2025. Registration hours are Monday through Friday, 7 a.m. until 4 p.m., or by appointment if you cannot register during these normal business hours.**

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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LIAISON REPORTS:

1. Public Works & WWTF - Councilwoman Stephanie Grassett
2. Police & Fire - Councilman Dan Henderson
3. Administration - Councilman Orlando Holland
4. Electric - Councilman Mike Bradley
5. Code, Parks and Recreation - Councilman Alan Quillen

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

EXECUTIVE SESSION:

1. Personnel matter(s) in which the name(s), competency and abilities of individual employee(s) will be discussed.
2. Negotiations, potential land purchase.

Mayor MacCoy solicits a motion to adjourn the Executive Session.

Mayor MacCoy reopens the regular Council meeting.

City Council to act on items discussed in Executive Session.

Mayor MacCoy 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: **02-11-25**

Posted by: **TLN**



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

To: Charles Anderson, City Manager

From: Kathy Anger, Credit and Collections

HLA

Date: January 22, 2025

RE: Tax Appeal Date

*NB #1
2/11/25*

I reached out to Eric Piner, our Real Estate Appraiser, and he stated he could be available for Public Tax Appeals on February 25, 2025, and he would also be able to return with recommendations on March 25, 2025.

I would like to request the Mayor and Council set February 25, 2025, from 7:00 till 8:00 as the time to hear public Tax Appeals.

I would also like to request a place on the March 25th agenda for the appeal results to be presented to Mayor and Council. If there is any way possible, I know Eric would appreciate it if he could be at the beginning of the agenda, due to his travel time.

Thank you for your time.

MEMORANDUM

To: City Council Members
Charles Anderson, City Manager

Fr: Mayor Matthew MacCoy

Re: Proposed Board of Elections Appointment

Date: February 11, 2025

Please accept my recommendation to appoint the following Seaford residents to serve as Board of Elections Members and Election Officers for a term of one year that will expire on February 11, 2026.

Board of Elections

Goerge F. Stewart (Chair) – 710 Cypress Drive

Virginia Hastings – 625 McKean Street

Sharon Drugash - 717 W. Ivy Drive

Election Officers

Michael H. Vincent (Chair) – 734 E. Ivy Drive

Isaac Ross – 310 Grant Street

Jeffrey Stevenson – 602 Pond Street

Elizabeth Carmody – 317 Hickory Lane

L'Angela Todd- 401 Grainery Way

Should you have any additional questions please contact me. Thank you.

NB#2
2/11/25



STATE OF DELAWARE
**DEPARTMENT OF NATURAL RESOURCES AND
ENVIRONMENTAL CONTROL**

**ENVIRONMENTAL
FINANCE**

OFFICE OF THE SECRETARY
ENTERPRISE BUSINESS PARK
97 COMMERCE WAY, SUITE 106
DOVER, DELAWARE 19904

PHONE: (302) 739-9941
FAX: (302) 739-2137

NB#3
2/11/25

February 4, 2025

Mr. Charles Anderson
City Manager
City of Seaford
PO Box 1100
Seaford, DE 19973

RE: Delaware Drinking Water State Revolving Fund Binding Commitment Letter Offer, City of
Seaford – Martin Farms Water Relocation Phase I Project

Dear Mr. Anderson:

On behalf of the Delaware Drinking Water State Revolving Fund (Fund), the Department of Health and Social Services (Department) is pleased to advise you that a Loan (Loan) has been authorized from the Fund to the City of Seaford (the City) in the amount of **\$962,400** for a term of **twenty (20) years** (if applicable) for the Martin Farms Water Relocation Phase I Project. This project will install approximately 781 feet of 10-inch water main (connected into the existing distribution system on Nylon Boulevard), 220 feet of 8-inch water main, 1,180 feet of 6-inch water main, three (3) fire hydrants, five (5) valves of various sizes, and 36 new services and meter pits to residences. The project will consist of data collection in the form of water sampling, property owner surveys, and test pitting of existing water services to identify service line material.

The loan interest rate shall be **0%**. After the project has been completed, up to \$962,400 of principal forgiveness will be applied. Should the project not be completed, the principal balance will require principal, and interest payments paid semi-annually in an amount sufficient to amortize the outstanding balance over twenty years.

It is understood that a General Obligation Bond Pledge of the City will secure the Loan. All legal costs, incurred by the Fund, associated with loan closing shall be borne by the City and will become a part of loan proceeds.

The Fund reserves the right to withdraw or alter the terms of this commitment if, between the date of the City's loan application and the date of the closing, the City incurs any debt or its financial condition changes in any way deemed material by the Fund at its sole discretion. Loan closing and the disbursement of funds shall remain subject to the satisfaction of any conditions established by the Fund.

The City shall comply in all respects with all applicable Fund requirements and reporting, federal laws, regulations, and other requirements related to or arising out of, or in connection with funding by the

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DWSRF Binding Commitment Letter
City of Seaford – Martin Farms Phase I Project
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Fund, including but not limited to all requirements outlined in the financing agreement to be entered into by the Department and the City. The City shall also comply in all respects with the Federal Single Audit Act, 2 CFR 200 Subpart F, as a sub-recipient of Federal funds. The Catalog of Federal Domestic Assistance (CFDA) number for the Fund is 66.468. Where noncompliance of such requirements is determined by the Fund or the Department, the issue shall be referred to the proper federal authority and/or agency for consultation and/or enforcement action.

If you have any questions concerning the foregoing, please contact this office at 302-739-9941. If you concur with the terms and conditions stated above, please acknowledge your acceptance by signing below and returning the original to this office no later than March 4, 2025.

If Loan closing shall not have occurred within 120 days of the receipt of this letter, the Fund reserves the right to discontinue processing the City's application.

Sincerely,
FOR THE DELAWARE DRINKING WATER STATE
REVOLVING FUND

Laura Robbins

Laura Robbins
Chief of Administration, Environmental Finance
DNREC - Office of the Secretary

The foregoing terms and conditions are hereby acknowledged and accepted this ____ day of _____, _____.

(SEAL OF THE CITY)

By: _____
Charles Anderson
City Manager, City of Seaford

cc: Marissa Jacobi, DHSS-DPH
Brianna Kresse, DHSS-DPH