

MINUTES OF THE OF THE MAYOR AND COUNCIL
February 25, 2025
SEAFORD CITY HALL - 414 HIGH STREET

Attending: Mayor Matthew MacCoy
Vice-Mayor Dan Henderson
Councilman Orlando Holland
Councilman Mike Bradley
Councilman Alan Quillen

Staff Members Present:

Charles Anderson-City Manager
Trisha Newcomer-Director of Economic Development and
Comm. Relations
June Merritt, Director of Finance & H.R.
Kathy Anger, Customer Service Coordinator
Mike Bailey-Building Official
Beth Stewart - Recording Secretary

7:00 P.M. Mayor MacCoy calls the Regular Meeting to order.

Invocation

Invocation led by Councilman Henderson.

Pledge of Allegiance to the Flag of the United States of America.

Mayor MacCoy led those present, in the Pledge of Allegiance

Changes to the agenda for this meeting.

Mayor MacCoy solicited any changes to the Agenda; there were none.

Reminder of the Executive Session:

Personnel matter(s) in which the name(s), competency and abilities of individual employee(s) will be discussed.

Approval of the minutes of the regular meeting on February 18, 2025.

Councilman Henderson made a motion to approve the minutes of the regular meeting on February 18, 2025. Councilman Holland seconded the motion. Mayor MacCoy asked for a vote; all present voted in favor.

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7:00 – 8:00 FORMAL REAL ESTATE TAX APPEALS:

Mayor MacCoy presented an opening statement regarding Tax Appeals and stated that this evening's tax appeals are only for properties located within the corporate limits of the City of Seaford and appeals are of the tax assessed on those properties by the City of Seaford. We are aware there are some misconceptions and confusion that tonight's tax appeals are an opportunity to appeal the Sussex County tax reassessment. Those appeals are not heard by this body and are handled by Sussex County, so no statements will be heard regarding those matters.

Mayor MacCoy inquired if there was anyone there for Tax Appeals:

There was no one there for tax appeals.

PUBLIC COMMENT:

Mayor MacCoy inquired if there was anyone there for Public Comment.

Dan Cannon of 411 Nylon Boulevard was present for public comment. Mr. Cannon came forward and presented his concern about the location of the well sites developing on Nylon Boulevard.

CORRESPONDENCE:

There was no correspondence.

PUBLIC HEARING:

- 1. Present for approval a request the City of Seaford, property owner of a lot located on Cedar Ave and Poplar St., Tax Map and Parcel #431.00-4.00-72.00, is requesting a subdivision of the referenced property into two lots to allow for one lot to become a buildable lot for a single-family dwelling.**

Building Official, Mike Bailey presented the information for approval of Tax Map and Parcel # 431.00-4.00-72.00, for a subdivision of the referenced property into two lots to allow for one lot to become a buildable lot for a single-family dwelling.

Mayor MacCoy solicited any questions from Council; Vice-Mayor Henderson inquired where the boundary was for the downtown

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development district. City Manager, Charles Anderson replied that it was King Street.

Mayor MacCoy solicited any questions from the Public; there were none.

- 2. Present for approval for BCDE Investment Group LLC., property owner of two lots located on Porter St., Tax Map and Parcel #531-13.06-47.00 & 47.02, is requesting a subdivision of the two referenced properties into 5 lots, zoned R-3, for the construction of 5 single family dwellings.**

Building Official, Mike Bailey presented the information for approval of Tax Map and Parcel # 531-13.06-47.00, is request an approval for a subdivision of the two referenced properties into 5 lots, zoned R-3, for the construction of 5 single family dwellings.

Mayor MacCoy solicited any questions from Council; there were none.

Mayor MacCoy solicited any questions from the Public; there were none.

- 3. Present for approval Amendment to Chapter 15 of the Municipal Code of Seaford, amended by amending §15-7 Definitions, § 15-23 Intent of Division, §15-25 Accessory Uses, §15-25A Uses by Special Exception and §15-26 Area and Bulk Regulations.**

Building Official, Mike Bailey presented the proposed amendments to §15-7 Definitions, § 15-23 Intent of Division, §15-25 Accessory Uses, §15-25A Uses by Special Exception and §15-26 Area and Bulk Regulations.

Mayor MacCoy solicited any questions from Council; there were none.

Mayor MacCoy solicited any questions from the Public; there were none.

Mayor MacCoy then closed the Public Hearing portion of the meeting and reopened the regular meeting at 7:18 P.M.

Building Official, Mike Bailey then presented the Finding of Facts for the Public Hearing
Item #1:

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Findings of Facts:

- Project: City of Seaford Subdivision
- Owners: City of Seaford
- Property Locations- Corner of Cedar Ave. and E. Poplar St.
- Tax Map & Parcel: 431-4.00-72.00
- Zoning: R-2 Medium Density Residential
- Proposed: to split existing lot into (2) lots
- New Lot: 8,782 sq.ft., 60 ft. wide, 150 ft. deep
- Meets the requirements for the R-2 zone -Min. 4,500 sq.ft/ Min. 35ft. wide

Requires approval from:

- Planning and Zoning made a favorable recommendation to Council (Febr 6, 2025)

Mayor MacCoy then called for a motion. Councilman Quillen made a motion to approve the request of the City of Seaford, property owner of a lot located on Cedar Ave and Poplar St., Tax Map and Parcel #431.00-4.00-72.00, for a subdivision of the referenced property into two lots to allow for one lot to become a buildable lot for a single-family dwelling as presented. Councilman Bradley seconded the motion. Mayor MacCoy solicited any questions on the Motion; there were none.

Mayor MacCoy then asked for a roll call vote:
Councilman Henderson voted yes based on the findings of facts;
Councilman Holland voted yes based on the findings of facts;
Councilman Bradley voted yes based on the findings of facts;
Councilman Quillen voted yes based on the findings of facts;
The motion so passed.

Building Official, Mike Bailey then presented the Finding of Facts for the Public Hearing

Item #2:

Findings of Facts:

- Project: BCDE Subdivision
- Owners: BCDE Investment Group LLC
- Property Locations- N Porter Street
- Tax Map & Parcel: 531-13.06-47.00 &47.02
- Zoning: R3 High Density Residential
- Proposed: 5 lot subdivision
- New Lots: Lot 16-/115 SF, Lot 26/115SF, Lot 36/ 115SF, Parcel 47.00 6,115SF, Parcel 47.02 6, 102 SF - Each Lot 40' wide
- Meets the requirements for the R-2 zone- Min. 4,500 sq.ft., Min. 35ft wide.

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Requires approval from:

- Planning and Zoning made a favorable recommendation to Council (February 6, 2025)

Mayor MacCoy then called for a motion. Councilman Quillen made a motion to approve the request of BCDE Investment Group LLC., property owner of two lots located on Porter St., Tax Map and Parcel #531-13.06-47.00 & 47.02, for a subdivision of the two referenced properties into 5 lots, zoned R-3, for the construction of 5 single family dwellings as presented. Councilman Holland seconded the motion. Mayor MacCoy solicited any questions on the Motion; there were none.

Mayor MacCoy then asked for a roll call vote:
Councilman Henderson voted yes based on the findings of facts;
Councilman Holland voted yes based on the findings of facts;
Councilman Bradley voted yes based on the findings of facts;
Councilman Quillen voted yes based on the findings of facts;
The motion so passed.

NEW BUSINESS:

1. Present for approval a Personally Identifiable Information policy.

Director of Finance & HR, June Merritt, presented the information for approval of Personally Identifiable Information policy.

Mayor MacCoy solicited questions from Council, Vice-Mayor Henderson inquired about biometric data, retinal data, fingerprints, DNA, as he didn't see it mentioned. Ms. Merritt responded that at this time that information is not collected, however the policy could be modified to include this type of data collection at a later date. City Manager, Charles Anderson inquired if it would be sufficient if they adopted the policy this evening as Chief Craft has a grant pending. Vice-Mayor noted that he has no objection, however, he asked that it be on the radar in case this does become available that it becomes a part of this policy.

Mayor MacCoy then called for a motion. Councilman Holland made a motion to approve the of Personally Identifiable Information policy as presented. Councilman Henderson seconded the motion; the motion so passed with all voting in favor.

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OLD BUSINESS:

- 1. Present for a second reading amendment to Chapter 15 of the Municipal Code of Seaford, by amending §15-7 Definitions, § 15-23 Intent of Division, §15-25 Accessory Uses, §15-25A Uses by Special Exception and §15-26 Area and Bulk Regulations.**

City Manager, Charles Anderson presented the amendments to Chapter 15 of the Municipal Code of Seaford, by amending §15-7 Definitions, § 15-23 Intent of Division, §15-25 Accessory Uses, §15-25A Uses by Special Exception and §15-26 Area and Bulk Regulations. Mr. Anderson noted Building Official, Mike Bailey was there to answer any additional questions from Council.

Mayor MacCoy solicited any additional questions from Council; there were none.

Mayor MacCoy then called for a motion. Councilman Quillen made a Motion to approve the amendments to Chapter 15 of the Municipal Code of Seaford, by amending §15-7 Definitions, § 15-23 Intent of Division, §15-25 Accessory Uses, §15-25A Uses by Special Exception and §15-26 Area and Bulk Regulations as presented. Councilman Bradley seconded the motion; the motion so passed with all voting in favor.

Vice Mayor Henderson reported that since Old Business #1 was Public Hearing #3, a roll call vote would need to be done. City Manager, Charles Anderson noted that we were out of Public Hearing, however it certainly wouldn't hurt if Council would prefer to do a roll call vote. Mayor MacCoy noted, to ensure that we are in protocol we will go ahead do a roll call vote on Public Hearing #3/Old Business #1.

Mayor MacCoy then asked for a roll call vote:

Councilman Henderson voted yes based on the findings of facts;
Councilman Holland voted yes based on the findings of facts;
Councilman Bradley voted yes based on the findings of facts;
Councilman Quillen voted yes based on the findings of facts;
The motion so passed.

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REMINDER OF MEETINGS & SETTING NEW MEETINGS:

- 1. SCAT Meeting Wednesday, March 5, 2025, at 6pm at Bear Trap Dunes, Ocean View, DE.**
- 2. 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 (All reports attached to the end of this document)

Public Works & WWTF – Councilwoman Stephanie Grassett

Police & Fire – Councilman Dan Henderson

Administration – Councilman Orlando Holland

Electric – Councilman Mike Bradley

Code, Parks and Recreation – Councilman Alan Quillen

Mayor MacCoy thanked Love, Inc. for allowing them to tour their facility earlier this evening.

Mayor MacCoy called for a motion to close the Regular Council Meeting and hold an Executive Session for the purpose of discussing personnel. Councilman Holland made a motion to hold an Executive Session for the purposes of discussing personnel matter(s) in which the name(s), competency and abilities of individual employee(s) will be discussed. Councilman Quillen seconded the motion; the motion so passed with all voting in favor.

The Regular Council Meeting closed at 7:51 p.m.

Mayor MacCoy reopened the Regular Council Meeting at 9:04.

Mayor MacCoy then called for a motion to adjourn the Regular Council Meeting. Councilman Bradley made a motion to close the Regular Council Meeting. Councilman Holland seconded the motion; the motion so passed with all voting in favor.

The meeting was adjourned at 9:05 p.m.

Charles D. Anderson, City Manager
/bs

Approved by Council: March 11, 2025

Council Liaison Report

Public Works & Wastewater

Departments

Date 02/24/25

Past two weeks:

Public Works:

- Replaced drag chain in spreader #2
- Prepared for snow
- Prepared brine and brined streets
- Plowed and salted roads
- Cleaned up all the snow equipment and put away.
- Had to remove plate on High St. patch to snowplow
- Brine sprayer motor and pump leaking due to the environment and a new one has been ordered
- Replaced more water meter antennas
- Performed property clean ups for code
- Repaired water service leak on Rosemary
- Replaced radiator on sewer jet
- Calgon here replacing carbon in Arbutus GAC vessels. Down to just 534 wells since 2/18/25.
- Working on budget
- Held multiple meetings in person and on-line
- Performed all routine tasks; swept, L & L, big piles, read meters, re-reads, disconnects, hung pink tags, collected State water samples, supplied barricades for various events, etc...
- One man down

WWTF & COMPOST

- Plant: Good for the most part. Have been seeing the effects of cold temperatures on nitrification some. Also evaluating load conditions, especially with high NH₃ that has been coming back from dewatering as plant is loaded quite heavily during that period. Have had periods of elevated TSS following dewatering sessions and occasional BOD and NH₃ elevations at secondary effluent. Implemented some strategies for blend tank management to hopefully reduce NH₃ in dewatering recycle. Also increasing biomass in plant to help with heavier loads. Really don't want to have to put the 4th train online just yet.
- Dewatering: BFP performance is good. Filtrate has been turbid and higher NH₃ in filtrate has been impacting plant.
- EPA pretreatment audit has been scheduled for March 3rd.
- Working on finalizing annual pretreatment report.
- 2/11 meeting with Brainerd reps was cancelled due to weather.
- Started assembling data for local limits evaluation. Have been holding out due to NPDES delays, but a re-evaluation is really due. Walking Ryne through the process.
- Minor issue with west filter not running as scheduled due to electrode malfunction – repaired.
- Removed non-functional louver system from oxic blower room to facilitate easier cleaning of ventilation system
- Working on budget items.
- Reviewing septage and impacts on plant blend tank performance, particularly portable toilet waste.
- Started utilizing SOUR (Specific Oxygen Uptake Rate) analysis in lab as another tool to evaluate loading and treatment efficiency under current conditions.

Upcoming two weeks:

Public Works

- Finish budget
- Camera sewer main on Front Street
- Install new water service on Pond St.
- Turn water mains on in Mearfield phase 4

- Replace hydrants

WWTF & COMPOST

- Keep the plant up and running with no violations
- Perform maintenance as needed
- Perform work at lift stations as needed

Berley Mears, DPW



Meeting of Mayor and City Council

Fire and Police Department Liaison Reports



Seaford Volunteer Fire Department, Inc.

Communications from President Mark O'Bier:

There is no communication to report for this period.

Communications from SVFD Fire Chief John Wilson:

Fire Statistics

Month / Year	Calls to date	Call per day
Total 2025	208 calls	3.7
February 2025	76 calls*	3.1

*Call per day so far in the month

EMS Statistics

Month / Year	Calls to date	Call per day
Total 2025	598 calls	10.8
February 2025	196 calls*	8.1

*Call per day so far in the month

Total Department Responses

Year	Calls to date	Call per day
Total 2025	806 calls	14.6

Significant Incidents

- 2/19/2025- (Out of City) 5015 Woodpecker Road- Motor Vehicle Crash into Residence with Entrapment.
- 2/21/2025- (City) 600 Hampton Circle – Cooking Fire
- 2/22/2025- (City) 305 Tulip Place – Carbon Monoxide Incident
- 2/22/2025- (City) 1001 Middleford Road – Cooking Fire
- 2/23/2025- (City) 30 Seaford Meadows Drive- Cooking Fire

Apparatus Status

- All SVFD Apparatus are in Service except for New A87

Training

- **Last Training**
 - Wednesday, February 19, 2025, at 1900 hours – Thermal Imaging Cameras- Conducted by Delaware State Fire School (23 members attended)
- **Next Training**
 - Wednesday, March 3, 2025, at 1900 hours – Firefighter MAYDAY Training

**Count of Classes and People by Class Category with Class Hours and Man Hours for Date Range
Passed/Failed: Both Passed and Failed | Start Date: 01/01/2025 | End Date: 12/31/2025**

	CLASS COUNT	TOTAL CLASS HOURS	COUNT OF PEOPLE	TOTAL MAN HOURS
Career Daily Training	57	60:30	226	274:15
DSFS Core Classes	1	40:00	1	40:00
DSFS - Delaware Learning - ONLINE	1	3:00	1	3:00
Fire Officer Training	1	0:45	11	8:15
Firefighter Training	5	7:30	22	32:00
National Fire Academy Class	1	48:00	1	48:00
Probationary/Junior Training	4	6:00	32	47:00
SVFD Driver Training	8	11:15	16	22:00
Wednesday Training Nights	3	6:00	44	105:00
GRAND TOTALS:	81	183:00	354	579:30

Emergency Medical Services

- NEW Ambulance A87 is at graphics and still awaiting damages to be repaired on the roof
- Career Firefighter /EMT Alaina Strates has completed the EMT FTO Process and is allowed to act as a Full EMT

News and Events

2025 Community Events, Meetings, and Fire Prevention Total

# Events	Total Personnel	Total hours
15	165	367:75

- Fire Prevention Tour and Activities for (8) Homeschooled Children and (2) Adults at Station 87 on February 21, 2025
- SVFD Toy and Train Show was held on Saturday, February 22, 2025; Was very well attended
- Conducted a Confined Space Pre-Plan with Royal Pigments at 100 Industrial Park Drive, on February 24, 2025, for an upcoming project.

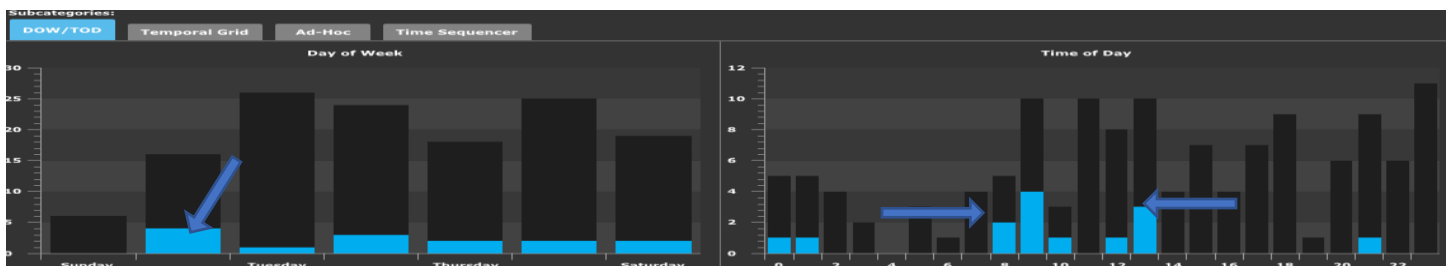
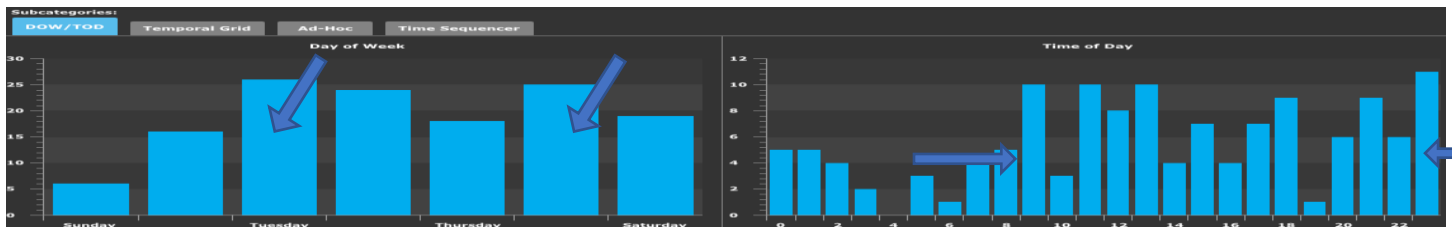


Seaford Police Department

Police Activity during the period of **Monday, February 10, 2025 – Sunday, February 23, 2025** as reported by Chief Marshal Craft, Jr.:

INCIDENTS	2025	2024	2023	2022	2021
TOTAL COMPLAINTS	1559	12,552	11,112	9,593	10,686
All crimes	576	5,559	5,010	6,164	6,107
Homicide	0	0	1	0	0
Robbery	0	15	24	8	14
Sex Crimes	0	22	25	18	30
Burglary	11 (6 Burg/5 TFV)	57 (24 Burg/33 TFV)	122 (58 Burg/64 TFV)	197	133
Drug Crimes	32	481	285	444	416
Overdose	3	32	43	31	26
All Traffic (E-Tickets)	714 (416)	7,527 (3,422)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)
All DUI	9	102	72	79	71
All Crashes	88	741	684	656	620
False Alarms	45	373	343	546	521

- All crimes: **134** (defendants: **13** adults & **0** Juvenile)
 - Felony: **11**
 - Misdemeanor: **22**
 - Violations: **8**
 - Civil: **0**
 - Other: **93**
- 85% Clearance Rate** (overall = **9** PA and **11** PI) Tuesday & Friday from 0900-2300 (See Crime Chart Below)



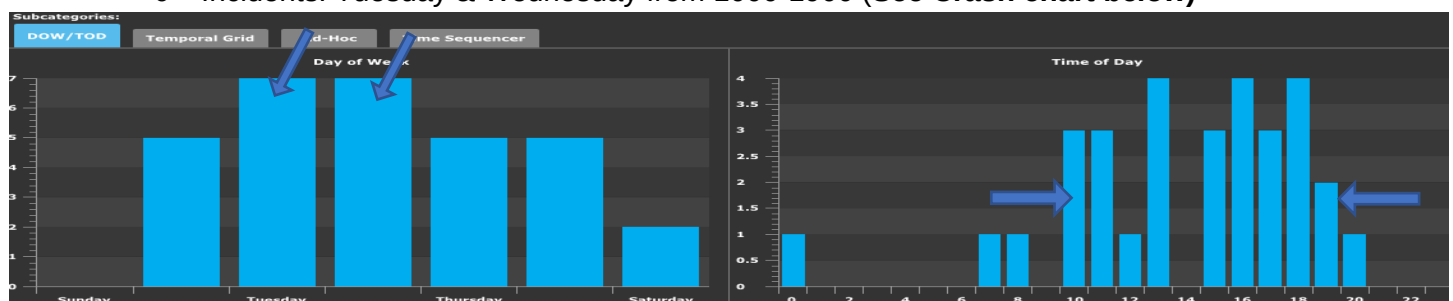
Additional Crime Data below: There were **14 complaints, including** Aggravated Assault, Assault, Burglary, Fraud, Larceny, Stalking, Vehicle Theft, and Weapons: (**8 Felonies and 6 Misdemeanors**); excluding shoplifting: (**29% clearance rate**): **5 PA, 5 PI, 3 A/A, 0 J/A, 0 E/C, and 1 U/F**. Most incidents occurred on Mondays, from 0800-1300.

Drug Complaints:

- Drug Crimes: **16**
 - Adult Arrest: **15**
 - Juvenile Arrest: **0**
 - Juvenile/No Custody: **0**
 - Pending Active: **0**
 - Pending In-active: **0**
 - Prosecution declined: **1**
- Search Warrant(s): **1**
- Seized Firearms: **0**
- Overdose: **0**

Traffic:

- Contacts/Citations: **177** traffic contacts resulting in **144** citations and **24** warnings
- DUI: **5** (4- Alcohol or 1- drug-related) -**2** Crash related
- Crashes: **31**
 - Fatal: **0**
 - Injury: **1** (Bridgeville Hwy & Herring Run Rd)
 - Non-Reportable: **12**
 - Reportable: **18**
 - **Additional Information: Driver Inattention – the primary cause of accidents**
 - Hit & Run: **2** (1)-on private property (Walmart) and (1) on Bridgeville Hwy & Herring Run Rd)
 - Bicycle: **0**
 - Motorcycle/Scooter: **0**
 - Pedestrian: **0**
 - School Bus: **0**
 - Alcohol/drug-related crash: **0**
 - Incidents: Tuesday & Wednesday from 1000-1900 (See Crash chart below)



Significant Events: All suspects/defendants are considered innocent until proven guilty.

- **02/13/25: P&P Assist Leads to Possession of Heroin**
 Probation & Parole responded to SPD with local fugitive Donald Webster. SPD officers conducted a search of Webster's person and found 0.039 grams (13 baggies) of heroin, two crack pipes, and 25 needles. Webster was arrested for possession of heroin and paraphernalia, and the local fugitive

warrant was cleared.

Case #71-25-1218.

- **02/19/25: Possession with Intent to Deliver**

SPD responded to Tidal Health after security observed Otis Smith enter a bathroom with a black bag and leave without it. The surveillance footage showed only Smith entering and leaving the bathroom. Security located the bag, which contained narcotics. The bag and drugs were turned over to SPD upon their arrival. Smith was located in the cafeteria and taken into custody. The investigation revealed the bag contained 46 baggies of heroin (1.38 grams), 8 baggies of marijuana (54.28 grams), a scale, and paraphernalia. Smith was arrested and charged with two counts of PWITD, possession of a controlled substance, and possession of paraphernalia. He was arraigned and released on an unsecured bond.

Case #71-25-1396.

- **02/19/25: 7th Offense DUI**

SPD officers conducted a traffic stop on a GMC Yukon flagged for a misdemeanor warrant out of Georgetown PD. During the stop, officers suspected the driver, William Terry, was DUI. Terry refused all Standardized Field Sobriety Tests, prompting the officer to obtain a DUI blood search warrant. Terry was charged with his 7th DUI offense and committed to SCI with a cash bail of \$50,101.

Case #71-25-1426.

- **02/20/25: Recovered Stolen Vehicle Yields Drugs**

SPD officers conducting proactive enforcement stopped a stolen U-Haul truck from Blades. The victim declined charges, but a consent search revealed 0.01 grams of methamphetamine. The driver, Dale Gray, was issued a summons for possession and released to Troop 5 to return the vehicle.

Case #71-25-1432

- **02/21/25: Counterfeit \$100 Bills**

An unknown female, described as a thin, mid-20s white female, driving a silver van, and possibly named 'Ashley - nfd,' attempted to pass a counterfeit \$100 bill at McDonald's. The cashier obtained the name from a coupon used by the suspect. The case is currently pending as inactive.

Case #71-25-1457.

- **02/22/25: Vehicle Pursuit**

SPD officers on routine patrol observed a vehicle traveling northbound on Arch Street that failed to stop for a stop sign and fled. The officer initiated a pursuit, which was terminated when the vehicle entered Maryland. The vehicle owner later reported it stolen, stating she had left the keys in the vehicle and last saw it around 9:00 PM. The vehicle was entered into NCIC as stolen, and the case remains active.

Case #71-25-1503.

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 02/11/25: Delaware Association of Chiefs of Police (DACP) meeting - Chief / D. Chief
- 02/13/25: Immigration Meeting - Chief, City Manager, solicitor
- 02/18/25: Sussex County Police Chiefs Association (SCPCA) meeting - Chief / D. Chief & Criminal Lt.
- 02/20/25: Sergeants Meeting - Sgt. & above

Community Events:

- Ongoing “Food On” Program in partnership with the HELP Initiative - SPD Officers
- 2/21/25: Participated in a Professional Career and Learning Class at Fred Douglas - SRO Wingate

Training/Other:

- SPEAR Team Training (ongoing) twice / month - Team Members (CADETS - scenarios)
- 02/10/25 - 02/14/25: Criminal Investigations 1: Det. Nanola
- 02/18/25: How to be successful in Promotional Process training (Sgt. / Lt Process)
- 02/19/25: How to be successful in Promotional Process training (Sgt. / Lt Process)
- 02/19/25: Spanish Survival: S.Sgt. Horn and Pfc. E. Blake
- 02/19/25 - 02/20/25: Cops in Court: Ptlm. Towery & Pfc. Darimaz

CADETS:

- The Cadet seasonal program concluded for the year on October 31, 2024.
- Actively recruiting CADETS for this season - posted on the Seaford PD Facebook page.

Total Criminal Arrests:

Arrests YTD	2024 Total	2025 Adult	2025 Juv	2024 Total	2024 Adult	2024 Juv	2023 Total	2023 Adult	2023 Juv	2022 Total	2022 Adult	2022 Juv	2021 Total	2021 Adult	2021 Juv
Total	54	51	3	720	642	78	523	455	68	630	571	59	586	511	75

Respectfully Submitted,
Councilman, Fire and Police Liaison, and Vice Mayor



Dan H Henderson

Two Week Work Report

2/10/25 to 2/21/25

Charles Anderson, June Merritt &
Trisha Newcomer

MEETINGS:

- Attended the Board of Adjustment meeting.
- Attended the staff meeting.
- Attended the golf course meeting.
- Attended the DEMEC Executive Committee and Board meeting.
- Attended the Construction Coordination meeting.
- Attended the DEMEC Finance Committee meeting.

OTHER WORK:

- Prepared the Council agenda.
- Spoke with customers regarding billing questions.
- Participated in Billing Representative interviews.
- Worked on design sketches of the new parks office.
- Worked on employee evaluations.

INFORMATION TECHNOLOGY REPORT:

- Work on the Camera network.
 - Fixed connectivity issue
 - Troubleshoot/Updates drivers
 - Ordered additional NIC Card for Redundancy and better storage throughput
- Began migration to Apple Business Manager
- Held Qtr. 1 Safety Committee Meeting.
- Finalize some project budget numbers.
- Routine calls for technical assistance.

ADMINISTRATION REPORT FOR COUNCIL:

- Prepare for audit – prepare annual reconciliations.
- Participate in interviews for Billing Representative position, offer made and accepted.
- Train with the new Accounting Coordinator.
- Attend various meetings for personnel matters – Op Coord position and Police grievance.
- Assist with monthly utility billing representative activities.
- Prepare for FY 2026 Budget.
- Attend various meetings – council meeting and executive session, staff meeting, golf course quarterly meeting, etc.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Input:

Charles Anderson, ACM

June Merritt, DF & HR

Trisha Newcomer, DED & CR

Council Liaison Report
Electric Department
Period ending 2/23/2025

Since the last report

Crew

Worked in Belle Ayre installing secondary conduit and wire.

Trimmed trees in Woodside Manor.

Worked on the lights at the Senior Center parking lot.

Changed out our rubber sleeves and gloves.

Did our monthly substation checks.

Greg worked on the employees' annual evaluations.

Replaced a pole that blew over on Harrington St in the storm.

Replaced a pole and some primary and secondary wire from the storm on Sunday on Hall St.

Replaced a pole on Dover St, due to a car accident.

Greg & Mike attended the quarterly safety meeting.

Greg went to Anixter's new warehouse for some training on supply issues.

Did some switching for the contractor doing the sewer project.

Director

Attended the directors meeting.

Attended my council liaison meeting.

Attended the staff meeting.

Greg & I worked on the FY 26 budget.

Had all the trucks dielectric tested, and they passed.

Worked on annual employee evaluations.

Was out with the crew on Sunday replacing 2 poles and putting some wire back up in the air.

Attended the monthly construction coordination meeting.

Responded with the crew to Dover St.

Attended the quarterly safety meeting.

I went to Anixter's new warehouse for some training on supply issues.

Helped the crew with some switching for the contractor working on the sewer project.

Upcoming Weeks.

Continue working in Belle Ayre single family residence section.

Start work in Mearfield 1 phase 4.

Continue changing the lights on Sussex Highway to LED.

2/24/2025

Code Department Report

- Issuing permits (86 Issued in 2025)
- Rental Licenses (1,834 Units)
- Rental license late fees have been sent.
- Rental inspections are scheduled and being completed.
- Doing routine inspections for on-going projects
- Doing violation inspections throughout City
- Performing plan reviews for new permits

Large project status's

- Mearfield 1 Phase 3 – Permits issued to Ryan homes for 31 lots in Phase 4.
- BelleAyre Single Family –Danfield Dr – Issued 7 new permits.
- Western Sussex Business Campus – Waiting for final inspection.
- Nylon Capital – Demolition has started. Construction fence installed around rear of property. Community Bank work is progressing. Exterior façade work on Dollar Tree and Community Bank continuing. Fitout permit for Bright Bloom issued and work started. Renovations started on old grocery store. Sitework on storm water has mobilized.

Parks & Recreation
Council Liaison Report
for 2/24/25 Council Meeting

Accomplished week of 2/10

Parks – Prepped sidewalks for snow and completed snow removal at SPD, SVFD, City Hall, & Stein Hwy bridges
Parks – Replaced the relay switch in the 2013 GMC to fix the electrical problem when hooking up to a trailer
Parks – Replaced hardware on several picnic tables
Rec. – Held 5 th week of youth basketball – two nights had to be rescheduled due to snow
Rec. – Continued advertising for youth soccer – have around 75 registered so far – reg ends 2/21
Rec. – Worked with school district, referees, and coaches on scheduling makeup games
Parks&Rec. – Sent out bid for review for riverwalk railing project
Parks&Rec. – Worked on research for ORPT projects and getting quotes for FY26 projects
Parks&Rec. – Had an onboarding call with Edmunds to begin the setup process for the Parks & Rec software module

Accomplished week of 2/17

Parks – Worked on irrigation plan for section of High St between Cannon to Pearl) – currently no water connection
Parks – Salt & snow removal in various locations
Parks – Continued working on painting picnic tables for Spring season
Rec. – Held 6 th week of youth basketball – two nights had to be rescheduled due to snow – championships Tues (2/25) & Wed (2/26)
Rec. – Held the final week of Soccer Registrations – have around 210 kids registered
Rec. – Began working on details for Men’s Spring Slow Pitch League
Parks&Rec. – Met with Archi’s irrigation for a High Street project and to look at Gateway Fountain repairs
Parks&Rec. – Connected with Steve Cannon to review FY26 pool budget and projects
Parks&Rec. – Worked on department evaluations