

**MINUTES OF THE MEETING OF THE
CITY OF SEAFORD MAYOR AND COUNCIL**

August 27, 2024

7:00 P.M.

Mayor MacCoy called the Regular Meeting to order at 7:00 p.m. with the following present: Councilwoman Stephanie Grasset, Councilman Dan Henderson, Councilman Orlando Holland, Councilman Michael Bradley, and Councilman Alan Quillen. City Manager, Charles Anderson, and Director of Economic Development and Community Relations, Trisha Newcomer, Director of Finance and HR, June Merritt, Director of Public Works, Berley Mears, Building Official, Mike Bailey, Superintendent of Parks and Recreation, Katie Hickey, were also present.

Councilwoman Stephanie Grasset offered the opening prayer. Mayor MacCoy then led those present in the Pledge of Allegiance.

Mayor MacCoy then solicited any changes to the agenda; there were none. He then called for a motion to approve the minutes of the Regular Meeting on August 13, 2024. Councilman Quillen made a motion to approve the minutes of the Regular Meeting on August 13, 2024. Councilman Bradley seconded the motion. Mayor MacCoy then asked for a vote; all present voted in favor; the motion so passed.

Public Comment

Mayor MacCoy inquired if there were any requests for Public Comment. There was none.

Correspondence

There was none.

New Business

Mayor MacCoy presented New Business Item #3: Bids – Public Works Truck.

Berley Mears, Director of Public Works presented the bid for a 2024 New Half Ton Extended Cab 4WD Pick Up Truck recommending the bid to the low bidder, Hertrich Fleet Services, for a total of \$44,989.00 less the 2010 trade of \$3,000 for a total of \$41,989.00. Mr. Mears stated that he had decided to keep the 2011 Ford in his fleet and the City had budgeted \$50,000 this year for this replacement truck.

Mayor MacCoy solicited any questions from Council; Councilman Quillen asked if First State Chevrolet was willing to give a trade value on their trade. Mr. Mears stated no, that in their bid they put a note stating that if we would allow them to pick them up and thoroughly look over the trucks that they would give us a trade in amount, but they had ample time because in our bid they could have done that ahead of time, he stated that they did come out and look at them but he guessed it wasn't enough to give an estimate.

Mayor MacCoy solicited any additional questions from Council; Vice Mayor Henderson stated that in his Liaison meeting there was some mention that the Public Works Department loaned a truck to the Parks Department, and he asked if that comes back at some point, or is that permanent. Mr. Mears replied that it was a permanent transfer because when they order their new truck they will trade one in. Vice Mayor Henderson asked if the capital value of the truck was transferred to the Parks Department or was it just all in the wash. City Manager, Charles Anderson noted that at that point that truck is so far depreciated. Vice Mayor Henderson asked the age of the truck. Mr. Mears reported the 2010 was the one that was given to the Parks Department, then when Wastewater got their new truck, Mr. Mears took the 2010 truck back and he returned the Parks Department truck because that truck had lights and some different things that the Parks Department would need.

Mayor MacCoy solicited any additional questions from Council; there were none. Mayor MacCoy then called for a motion. Councilwoman Grasset made a Motion to award the bid for the Public Works truck to the low bidder Hertrich Fleet Services, Inc., in the amount of \$41,989 as presented. Vice Mayor Henderson seconded the motion. Mayor MacCoy then asked for a vote; all present voted in favor; the motion so passed.

Mayor MacCoy closed the Regular Meeting and opened the Public Hearing at 7:06 p.m.

Public Hearing

Public Hearing Item #1: BCDE Investments Group LLC., property owner of 415 N Front Street, is requesting a subdivision of a single lot into 3 separate lots, Tax Map and Parcel # 431-2.00-24.00, zoned C-1 General Commercial District.

Building Official, Mike Bailey reported that the parcel was a vacant lot formally used as parking for the Auto parts store across the street, on the corner of Front and Walker Street. They have supplied a survey showing the proposed subdivision with three residential lots. A variance for these lots was approved on July 3, 2024, which the Board of Adjustment granted that variance to allow them to build dwellings on these properties in the C-1 zone, following the rules of the R-2 development which is just behind them on North Street. These proposed lots meet the R-2 requirements which are 4500 square foot minimum lot size, minimum lot width of 35 feet and they are showing the setbacks on each property, front yard 15, side yard 14 aggregate with a six-foot minimum and the rear is 20ft.

Councilwoman Grassetto asked Mr. Bailey to show her if there was any parking. Building Official, Mike Bailey, said parking is shown on the left-hand side as proposed entrances, the one on top and together in the middle on the other two lots. Mr. Bailey stated this is just a proposed entrance, they can have parking in back, or wherever they want as it will fit on the lot. The houses will not fill up the whole lot, so it can be on the side or in the front. Councilwoman Grassetto stated so, there will be three driveway entrances onto North Front Street.

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

Public Hearing Item #2 Governors Grant Investors LLC., property owner of Parcel on Chesapeake Drive, is requesting Final Site Plan review for the Governors Grant Phase IV, Tax Map and Parcel #531-10.00-379.00, zoned R-2 Medium Density Residential.

Building Official, Mike Bailey reported that this is the final phase in the back of Governors Grant, currently vacant, mostly wooded right now. They have submitted this site plan showing a proposed forty lots to be subdivided off that parcel and they are going to extend Chesapeake Drive and connect it into Bethany Drive, back by the storm water pond. Part of this work will be extending the water, sewer and electric services through these lots and making improvements to the existing storm water pond to cover these lots, plus it has some deficiencies that they are going to correct as part of that work. Approvals are needed from the State Fire Marshall, Sussex Conservation, and the City Engineer for the storm water because it out falls into the industrial park tax ditch. Gus Croll, property owner is here for any questions.

Mayor MacCoy solicited any questions from Council; Vice Mayor Henderson asked about the approvals needed from Sussex Conservation, he inquired if the approval included the repair of deficiencies. Mr. Bailey responded that it would be required that the repair be part of the approval. Vice Mayor Henderson stated if Council were to grant the approval, then that would be a pre-requisite for the approval. Mr. Bailey stated that they can't do the project without making that repair.

Mayor MacCoy solicited any further questions from Council; Councilman Quillen inquired about who was responsible for payment for the repairs of the pond and stated if it should be put in the Motion that Mr. Croll will be responsible for the cost of the repairs of the pond. City Manager Anderson asked Mr. Croll to come up and address what improvements to the storm water management system are proposed as part of his developmental process.

Gus Croll, property owner, came forward and stated regarding the storm water management pond, it has been out of compliance for an extended period. He stated that when he acquired the property part of it was to bring that pond into compliance. After a couple of Public Hearings, they decided it would be best for both communities, if his community took over the responsibilities of the pond completely and relieve the other subdivision of this obligation, as it is on his property. He stated there will be cross access easements granted and he needs the outlet that is on their side, so as part of that condition he will be doing the recommended repairs as designed by soil conservation and his engineers. He stated that they did some additional hydrology tests, and this pond is designed to be dry within 48 to 72 hours after a rain event.

City Manager Anderson inquired about the long-term maintenance of the pond. Mr. Croll stated the pond was built in 2005. He stated it looked fine and he could not see what the problem was. He stated it was never finally approved by soil conservation, there was a punch list that never got completed. Since then, the punch list and regulations have changed, so the punch list has gotten longer. He stated overall the pond is functioning as intended, the improvements that they are going to make should ensure the long-term viability of the pond. He stated he will take care of the maintenance of the pond, so there will be no cost to the other subdivision. He stated they will assume liability, and anything associated with that. City Manager Anderson asked if there will be an HOA formed with forty lots, which will take over the long-term maintenance. Mr. Croll stated yes, that is correct.

Mayor MacCoy solicited any further questions from Council or the Public.

Jean Logan of Governors Grant came forward and asked if Mr. Croll would take over the responsibility and the title of that section of the pond. Mr. Croll responded that would be between their attorneys and the HOA to get those documents signed and move the property line around. Mr. Croll stated that there will be a cross-access easement so there will be access to the pond and the perimeter of it as well. Mr. Logan stated that would work for them and he said that they were going to give him that section of the pond.

Andrea Weber who resides in the Belle Ayre Condominiums next to the pond stated she wanted to be clear about the location of the pond, whether it was the pond right behind Magnolia Drive, to the right. Ms. Weber stated that her HOA had been maintaining and paying for that pond.

City Manager Anderson clarified that the pond she was referring to was a different pond than the one that Mr. Croll is referring to. He stated that they were in close proximity; however, they are two separate ponds, and they are not interconnected.

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

Public Hearing #3: AJB Brothers LLC., property owner of 309 N Front St., is requesting a Sketch Site Plan review for the construction of a new building to include commercial on the first floor and residential on the top floor, Tax Map and Parcel # 431-5.00-75.00, zoned C-1 General Commercial District

Building Official, Mike Bailey reported that Public Hearing Item #3 has been withdrawn for now. He stated the plan they had submitted is changing and that it will be heard at a later date.

Mayor MacCoy then closed the Public Hearing portion of the meeting and reopened the Regular Meeting at 7:19 P.M.

Building Official, Mike Bailey then presented the Findings of Facts.

Public Hearing Item #1:

Findings of Facts:

- Project: Lot Subdivision
- Owners: BCDE Investments Group LLC
- Property Locations- 415 North Front Street
- Tax Map & Parcel: 431-2.00-24.00
- Zoning: C-1 General Commercial District
- Proposed: Subdivide the property into 3 lots for single family homes
- Variance was approved July 3, 2024, to allow construction of the single-family dwellings in the C-1 zone
- Board approved the variance for single family homes using R-2 Lot sizes and setbacks
- Meets R-2 requirements:
 - Minimum Lot Size 4,500 sq. ft.
 - Minimum lot width 35 feet
 - Set back will be used 15 ft. in the front, Side 14 ft. aggregate 6-foot minimum, rear is 20 ft.
- Planning and Zoning made a favorable recommendation to Council (August 1, 2024)

Mayor MacCoy then called for a motion. Councilman Quillen made a motion to approve the request of BCDE Investments Group LLC., property owner of 415 N Front Street, for a subdivision of a single lot into 3 separate lots, Tax Map and Parcel # 431-2.00-24.00, zoned C-1 General Commercial District as presented. Councilman Holland seconded the motion.

Mayor MacCoy then asked for a roll call vote:

Councilman Henderson voted yes based on the findings of facts;

Councilwoman Grassetto 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.

Public Hearing Item #2:

Findings of Facts:

- Project: Final Site Plan Review for Governors Grant Phase IV
- Owners: Governors Grant Investors LLC
- Property Locations- Chesapeake Drive
- Tax Map & Parcel: 531-10.00-379.00
- Zoning: R-2 Medium Density Residential
- Proposed: Subdivide the existing parcel into 40 single family dwelling lots
- Extend Chesapeake Drive and connect it into Bethany Drive
- Extend Water, Sewer and Electric
- Make improvements to the existing storm water pond

Needs approvals for the storm water from:

- State Fire Marshalls
- Sussex Conservation
- City Engineer
- Planning and Zoning made a favorable recommendation to Council (August 1, 2024)

Mayor MacCoy then called for a motion. Vice Mayor Henderson made a motion to approve the request of Governors Grant Investors LLC., property owner of Parcel on Chesapeake Drive, for a Final Site Plan approval for the Governors Grant Phase IV, Tax Map and Parcel #531-10.00-379.00, zoned R-2 Medium Density Residential with a stipulation of a successful Sussex County, Conservation District completion of storm water management repairs as presented. Councilman Bradley seconded the motion.

Mayor MacCoy then asked for a roll call vote:

Councilman Henderson voted yes based on the findings of facts;

Councilwoman Grassetto 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

Mayor MacCoy presented New Business Item #1: Tri-State Community Partners will present the results of a condition survey of Jay's Nest playground at the Seaford Sports Complex and will discuss a plan for renovations and enhancement to the facility.

Trisha Newcomer, Director of Economic Development & Community Relations, presented background and updated information regarding Jay's Nest playground at the Seaford Sports Complex. She introduced Will Horrocks, President of the Board of Tri-State Community Partners, and stated that Mr. Horrocks will introduce the rest of his team.

Mr. Horrocks thanked Trisha for the introduction and then he stated that he was Will Horrocks, President of Tri State Community Partners and when speaking with community members, the Jay's Nest Playground was identified and they enlisted the professional services of Brad Thornton, Principal of Ground Reconsidered, which is a professional architecture firm, specializing in public

places, so they had his team conduct a survey of the current state of the playground to see what could be done now and what potentially could be done later and hopefully make a big difference in that space. Mr. Horracks then introduced Brad Thornton, Principal of Ground Reconsidered.

Brad Thornton, Principal of Ground Reconsidered, presented a slide report that discussed key elements that were identified through his assessment of Jay's Nest Playground. He explained how the location of the playground is in a central location which is ideal for the community. He reviewed his assessment of his site visit in detail describing the condition of the equipment and what he determined will need to be upgraded and/or replaced for immediate action and long-term recommendations going beyond just addressing immediate issues. He stated that he observed the playground and the context of what the surrounding community has as far as assets and adjacencies, the history of the playground, and their visual audit of the current condition of it. They recognized that there is donor recognition all over the playground on almost every surface and they wanted to preserve that. He stated the playground was built in 2002 with pressure treated wood which has a life expectancy of 20-40 years depending on contact with the ground and the conditions of the structures.

Mr. Thornton continued his presentation by stating the playground is divided into playgroups. He recommended upgrades such as replacing the swings, redeveloping the boat, replacing the rubber belts, adding seating, and replacing climbing elements. He described what upgrades they provided and the condition of the playground currently. He stated that there is rotting at the base of the posts, which would need further investigation. They were unsure of the extent and what would need to be done to fix the posts. He presented available options for playground equipment and what needs to be replaced and brought back to life. He also provided a list of the play equipment that would need to be replaced immediately. Mr. Thornton provided an example of a playground that was renovated in 2012 that contained similar deteriorating issues. He stated that it was a bigger play structure, however, it faced a lot of the same issues. He continued to provide information on what upgrade options this playground chose and why these options would be a great choice for Jay's Nest. He continued discussing the swing options and their capabilities. He recognized the history of Seaford with boats and ships, and he wanted to keep the idea of the boat theme. He concluded his presentation by showing pictures of new equipment options and themes available from different manufacturers that had a similar theme to Jay's Nest Playground.

Will Horracks, President of Tri State Community Partners, approached the podium and informed Council that they are close to knowing what they can commit to as soon as next year, they see this project as a continuous project where they are connected to the community and continue working with the community to continue to improve it and they will continue seeking other organizations and acquiring grants. He stated that their priority is to make the playground safe first and then continue to upgrade the playground.

Mayor MacCoy thanked them for looking at the playground and solicited any questions from Council; Councilman Quillen thanked them for their presentation.

Mayor MacCoy solicited any further questions from Council; Councilman Henderson stated that as one of the original donors to the complex, he stated he thought it was awesome that it was going to be restored and even expanded on and that it was nice to see that it will be taken care of for generations to come. Mr. Horrack stated that as Brad mentioned that its obvious when your there with all of the names that are all over the playground, that a lot of love and care from a lot of people from the community when into it, and they felt there was a lot of creative ways that they can preserve those original names so they are still on display there, so that the original care that was put into it lives on.

Mayor MacCoy solicited any further questions from Council; Councilwoman Grassett said she just wanted to echo Vice Mayor Henderson's comment as her late husband and her were two of the parents that helped to build the playground and now, she takes her grandchildren there, so she appreciates their efforts.

Mayor MacCoy called for a motion. Councilman Quillen made a Motion to approve City staff to continue to work with Tri-State Community Partners to further develop a plan and funding for renovations and enhancement to the Jay's Nest Playground facility at the Seaford Sports Complex

as presented. Councilman Bradley seconded the motion. Mayor MacCoy then asked for a vote; all present voted in favor; the motion so passed.

Mayor MacCoy presented New Business Item #2: Berley Mears, Director of Public Works to present additional data related to water meter usage and a recommendation to start billing water consumption based on meter readings as of November 1, 2024.

Director of Public Works, Berley Mears, presented the information.

Mayor MacCoy solicited any questions from Council; Vice-Mayor Henderson asked Mr. Mears to repeat what he was asking as he didn't see where it said that they were going to strike an ordinance.

City Manager Anderson stated that the Director wanted to come forward, follow up on the presentation that he gave at the beginning of the summer with this information, in his review of the code, it required a municipal code change. So, Mr. Mears is getting feedback from Council tonight, so if Council desires to proceed as recommended, Mr. Mears will bring back the code change that he has outlined next month. It is not a zoning ordinance change, so it requires two readings and then an advertising. The general plan if Council agrees is to do the two readings in September, advertising in October and then the billing would begin on or about November 1, 2024, for this change. Vice Mayor Henderson requested City Manager Anderson to review who is required to put the meter in and what about the other customers that aren't on a separate meter. Director of Public Works, Berley Mears responded that the code already says that you are supposed to have a pit, so the City needs to identify those customers and work with them to get a pit installed. Vice Mayor Henderson asked how they were going to communicate this information. Councilwoman Grassett stated that it is already in writing based on when the ordinance was passed. City Manager Anderson stated that 15 years ago was when the City started to require the meter pits, so as the water service was replaced or new water service was installed, that new requirement was that you would need a meter pit. In the very beginning the City did one meter pit and it did everything, domestic as well as irrigation. That was modified some years later to say that the City needed two, as the department has been collecting additional data like this, this is not the first time Mr. Mears has come forward and said this is how much water is being consumed. And with conservation efforts and with increasing State Regulations, as with everything, all these requirements have gotten more stringent. Councilwoman Grassett stated that if you have a home prior to this being in there and you have in ground irrigation, you might not have a pit and therefore, there will have to be another conversation as what would happen to the people that fall into that category. City Manager Anderson stated there are three categories. Mr. Mears stated the accounts that have irrigation meter pits, can be properly billed, and he would like to start working with them and billing them. There is a second group of people that have one main meter or one pit, where we can install a meter, and that is a different thing, because if we are not careful, we don't want to charge them sewer charge for the irrigation water, so we want to work with them to talk about separating the two so that we can bill properly. Mr. Mears is not asking to do that right now, he is asking to start working with that group of customers and saying, this is what we have and this is what is going on. The third group, where they have a water line without a meter, without a pit, without any irrigation system, so the City has that as well.

Mr. Mears stated all of this leads to conservation efforts but also consumption reporting, every year he has to submit to the State how much water he pumps but also where it goes, however, since they flat rate bill, he can't confirm exactly where it goes. Councilwoman Grassett stated there should also be an education piece in this, because whoever it was that is using 61,000 gallons but doesn't have irrigation, not sure if it is a pool that they keep filling, something could be wrong too, maybe a leak. Also, there are probably a lot of people that don't know how to use their irrigation system. Mr. Mears stated once they identify who it is, there will be a process to educate them and work with them.

City Manager Anderson stated a better approach would be to start communicating with them via writing and let them know what their bill would have been had it been enacted. Councilman Bradley asked if there was any particular area where the abuse is more prevalent than the other? Mr. Mears responded that it is in every neighborhood, however, this particular study was done in Mearfield, which is the development out near the Public Works Building. This Development was chosen because when it was built, they were already required to put in pits, so it is easy to put a meter in there. Mr. Mears stated it does happen throughout town, as there is no reason not to use as much water as you want. City Manager Anderson stated, what we are seeing is the developers are building these houses and installing irrigation and they are handing to the homeowners and some of them

don't understand what they have, how often it is running, how to maintain it, they need to winterize it. Mr. Mears said the developers are all putting sod down and turning the irrigation on a lot, trying to oversaturate the sod when it is first put in and then the homeowners come in and they don't make any adjustments on the irrigation. Vice Mayor Henderson stated he understands the need for conservation, but it could be a leaking toilet, if the valve is stuck in your toilet and you are leaking out one gallon a minute, that is 43,000 gallons a month. We are blaming irrigation but also have to point out that it is important to maintain your facility, so I understand, I don't want to give irrigators a bad rap, but when you have leaking plumbing in a house it is even worse because it is going into the drainage system and it is running through your sewer, so that makes it even worse. I know you are trying to use this as a management tool, because if you can't measure it you can't manage it. So, I respect that, is November 1st a little ambitious as far as communicating as far as getting the word out. City Manager Anderson stated for this group that they are ready to go, he doesn't think that it is too ambitious, if Council is supportive of the group that has the infrastructure in place, we will work with the Director of Finance to turn the code on in the MCSJ system and they can start generating the bill. One of the advantages of the November 1st deadline is, it is a shoulder season for this consumption so, typically those consumptions go way down. That helps us with the communication, because they are going to get a bill and they are going to say why is my bill more, so that starts the conversation with them that their irrigation meter was running and we could still have people that let it run three times a day six days a week and it is going to be a large number. Mr. Mears stated by November one would assume that most of the irrigation systems are shut down if they are properly maintained. City Manager Anderson stated that the City can provide some kind of "technical assistance" to property owners. The building department or the public works department can assist, if they call we can give them some basic help with their system, not in depth, just technical details but we can talk to them about that it is their irrigation system. Mr. Mears stated that he said he would like to meet with them, send them a pamphlet to let them know that this change is coming and what they can do. He stated he already spoke with a handful of them to try and educate them a little bit. Councilwoman Grasset stated that if they don't know that you don't have to water your grass three times a day, then they don't know how to winterize it and shut it off. Councilman Quillen asked Director Mears, how often does he monitor that, do you just look at the monthly basis? Mr. Mears stated the system pulls a monthly reading; however, he can go in and pull a daily reading for each account. Vice Mayor Henderson stated that some of the homes that he is measuring are not the traditional family homes, there are not four occupants in the homes, there are eight or ten people living in these homes, so your consumption is going to go up and that should be paid for.

Mayor MacCoy solicited any further questions from Council. There were none. Mayor MacCoy called for a motion. Councilwoman Grasset made a motion to approve the recommendation of Berley Mears, Director of Public Works to start billing water consumption based on meter readings as of November 1, 2024, or upon the effective date of the proposed ordinance amendment as presented. Councilman Quillen seconded the motion. Mayor MacCoy then asked for a vote; all present voted in favor; the motion so passed.

Old Business

There was none.

Reminder Of Meetings & Setting New Meetings:

- All City Offices (excludes Police Dept) will be closed on Monday, September 2nd in observance of the Labor Day holiday.
- Sussex County Association of Towns Meeting Wednesday, September 4th at 5:30 pm at Bear Trap Dunes, Ocean View, DE
- Friday Night Live, September 6th, 5:00 p.m. at the grass lot behind City Hall.
- First meeting of the Mayor and Council for September has been moved to Wednesday night – September 11, 2024, at 7pm due to Council Chambers being used as a polling location for the State Primary Elections.

Liaison Reports

Councilwoman Grasset reported on Public Works & WWTF.

Past two weeks:

Public Works:

- Removed and rebuilt sweeper head
- Magnolia and Dulany paved
- Replaced fire hydrant on Chandler
- Replaced fire hydrant on Grant
- L & L area is being chipped up and regraded
- Replaced signs throughout the city
- Replaced water meter on Juniper St.
- Closed down Sorop. Park for an event
- Cleaned catch basins in Virginia Commons
- Repaired water leak on Delaware Ave.
- Took down radar speed sign heading west on Stein for a refresh
- Fixed two patched on Porter St.
- Pine St. lift station project moving along
- Replaced meter at Chic Fil A
- Root cut sewer main on Bradford
- Started cleaning key sewers
- Continue all routine tasks.
- Performed equipment maintenance and cleaned trucks
- 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...

WWTF & COMPOST

- Found influent pipe to treatment facility half filled with stone and debris, working on getting it cleaned
- WWTF running well. Dewatering is going well.
- Dave Potter from Brainerd ran tests for potential PAA use for disinfection. Could result in significant chemical savings.
- Working with Hills and Shorite to find the best VFD for BNR VFD change; very tight fit.
- Troubleshoot issue with BNR blower #2 VFD.
- Repaired leaking hydrant on blower building.
- Intermittent issues with sediment from bulk chlorine tank plugging feed line. Planning to flush tank week of 8/26.

Upcoming two weeks:

Public Works

- Camera sewer mains
- Install water service on Pond St.
- Replace hydrants

WWTF & COMPOST

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

Councilman Henderson reported on Police & Fire.

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 2024	731 calls	3.05
August 2024	72 calls*	2.7

*Call per day so far in the month

EMS Statistics

*Call per
in the

Month / Year	Calls to date	Call per day
Total 2024	3083 calls	12.8
August 2024	300 calls*	11.5

day so far
month

Total Department Responses

Month / Year	Calls to date	Call per day
Total 2024	3814 Calls	15.9

Significant Incidents

- 8/13/2024 – (Assist Station 81) Shady Acre Lane- Residential Fire
- 8/15/2024 – (Assist Station 71) Sussex Highway at Airport Road- Motor Vehicle Crash with Entrapment
- 8/16/2024 – (City) 321 N. Willey Street – Residential Fire
- 8/25/2024 – (Assist Station 71) Sussex Highway – Motor Vehicle Crash with Entrapment.

Apparatus Status

- All Apparatus are currently in service.

Training

- **Last Training:**
 - Wednesday, August 21, 2024, at Dry Hydrants – Drafting and Flushing. (21 members present)
- **Next Training:**
 - Wednesday, September 18, 2024, Vehicle Rescue Evolutions -at Station 71 Pad

Emergency Medical Services

- Part- Time EMT Dakota Whaley has completed EMT Field Training and was cleared to function as a full EMT. She is working on her Driver training now.
- Seaford High School football games for EMS Standbys are starting in September.
- Firefighter/EMT Noah Jackson completed Advanced Vehicle Rescue on 8/25/2024.

News and Events

2024 Community Events, Meetings, and Fire Prevention Total

# of Events	Total Personnel	Total hours
92	954	1832.16

- All our Class B Foam with PFAS was destroyed by the State of Delaware approved contractor and SVFD received (11) 5-gallon pails of Environmentally Friendly Class B Foam.
- Ladder 87 received the necessary repairs for the NFPA Aerial Certification, Paperwork is being filed.
- SVFD members attended the Line-of-Duty Funeral of Firefighter Thomas Berry III of Station 77/75/ SCEMS on Thursday, August 22nd. Firefighter Berry was killed by electrical wire in the Georgetown Fire District.
- The North Parking Lot Awning is being repaired by City Contractor. There will be parking bollards placed in front of both doors on the North Side on Wednesday, August 28th



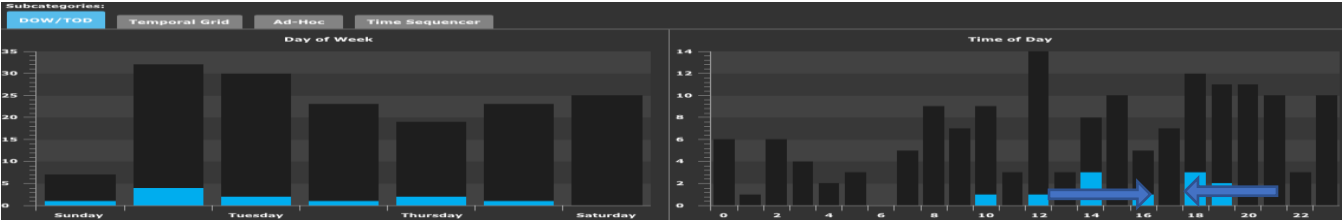
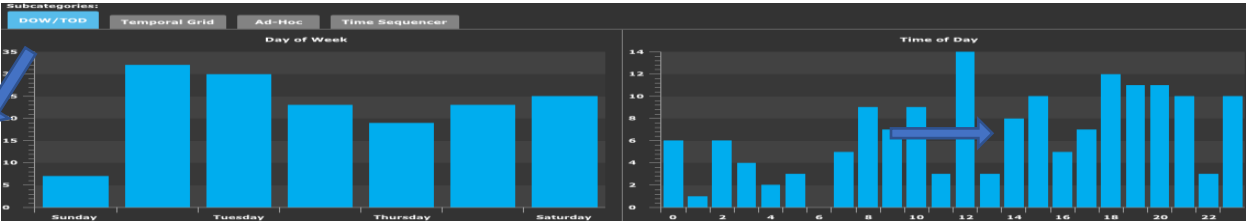
Seaford Police Department

INCIDENTS	2024	2023	2022	2021	2020
TOTAL COMPLAINTS	8,093	11,112	9,593	10,686	10,141
All crimes	3,591	5,010	6,164	6,107	5,803
Homicide	0	1	0	0	0
Robbery	7	24	8	14	9
Sex Crimes	10	25	18	30	39
Burglary	37 (17 Burg/ 20 TFV)	122 (58 Burg/64 TFV)	197	133	175
Drug Crimes	302	285	444	416	199
Overdose	26	43	31	26	26

All Traffic (E-Tickets)	4,890(2,259)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)	7,770/ (1,448)
All DUI	53	72	79	71	44
All Crashes	470	684	656	620	533
False Alarms	216	343	546	521	426

Police Activity during period of **Monday August 12, 2024 – Sunday, August 25, 2024** as reported by Chief Marshal Craft, Jr.:

- All crimes: **159** (defendants: **21** adults & **0** Juvenile)
 - Felony: **9**
 - Misdemeanor: **31**
 - Violations: **14**
 - Civil: **0**
 - Other: **105**
- **88% Clearance Rate** (overall = **14** PA and **5** PI) Mon's and Tues's from 0800-2300 (**See Crime Chart Below**)



Additional Crime Data below: There were a total of **11 complaints** consisting of Assault, Aggravated Assault, Indecent Exposure, Kidnaping, Larceny, and Weapon: (**3** Felony and **8** Misdemeanors); Excludes Shoplifting: (**64% clearance rate**): **2 PA, 2 PI, 4 A/A, 0 J/A, 3 E/C, and 0 U/F**. Most incidents occurred on Mondays from 1400-1900.

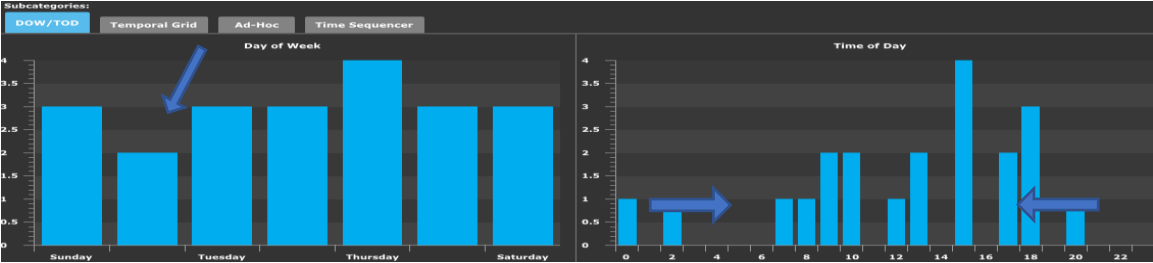
Drug Complaints:

- Drug Crimes: **17**
 - Adult Arrest: **10**
 - Juvenile Arrest: **0**
 - Juvenile/No Custody: **0**
 - Pending Active: **7**
 - Pending In-active: **0**
 - Prosecution declined: **0**
- Search Warrant(s): **0**
- Seized Firearms: **0**
- Overdose: **1** (Arch Street)

Traffic:

- Contacts/Citations: **206** traffic contacts resulting in **55** citations and **14** warnings
- DUI: **2** (2-Alcohol & 0-drug related) **0 - Crash related**
- Crashes: **21**
 - Fatal: **0**
 - Injury: **0**
 - Non-Reportable: **7**
 - Reportable: **14**
 - **Additional Information: Driver Inattention – the primary cause of accidents**
 - Hit & Run: **3 – 2 Private Property:** 7-11 PK lot and (1) off N. Porter St; **(1) Roadway:** Shipley St
 - Bicycle: **0**

- Motorcycle/Scooter: 1
- Pedestrian: 0
- School Bus: 0
- Alcohol/drug-related crash: 0
- Incidents: Thursdays, from 0900-1800 (See Crash chart below)



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

- 08/16/24: SPD addressed ongoing loitering and sidewalk blockage at Woolford St. & North St. Officers identified Jonathan Dugazon, Elijah Desir, Donald White, Schweitzer Dessin, Tajah Bacon, Johnlee Miracle, and Jaimere Harrison. Desir and Bacon fled; Desir was caught with 48.7 grams of crack cocaine and 130 bags of heroin. He was arrested and held on a \$131,801 bond. White had 82.7 grams of marijuana (packaged in separate baggies) and was held on a \$15,001 bond. Warrants are out for Bacon for loitering and resisting arrest. The others were charged with loitering and released. All but Dugazon have a no-contact order with North St. and Woolford St. #71-24-7808.
- 08/16/24, 23:45: SPD found a vehicle parked after hours on Little League Drive with occupants sleeping inside. Angela Calloway had a hypodermic needle, heroin bag, and drug paraphernalia in her possession. Warrants are on File: #71-24-7790.
- 08/16/24: SPD responded to the Tidal Health parking lot where Philip Swetz was found slumped over his steering wheel. Swetz was intoxicated and arrested for his 6th DUI offense, a felony. He was held on an intoxication hold at SCI. #71-24-7796.
- 08/19/24: SPD investigated a reported theft of a 1978 Mercedes-Benz and counterfeit money. The victim, who advertised the car for \$3,000, was paid with 30 \$100 bills, 17 of which were counterfeit. The transaction occurred at the storage units on Little League Drive. The vehicle has been entered into NCIC and the case is ongoing. #71-24-7899.
- 08/19/24: SPD stopped Ufuk Colak for expired tags on Fallon Drive. Colak, a local fugitive, was found with crack cocaine and had a suspended license and no insurance. He was arrested. #71-24-7910.
- 08/22/24, 21:04: SPD was called to Tidal Health where a gunshot wound victim arrived. The vehicle used to transport the victim was found abandoned with blood inside. The shooting likely occurred outside town limits. The victim was flown to Christiana Hospital in critical condition. #71-24-80076.

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 08/12/24: Statewide Strategic OPS meeting - D. Chief and Criminal Lt.
- 08/14/24: Royal Subcommittee meeting - Chief
- 08/15/24: Sussex Housing Group meeting - Chief
- 08/19/24: Seaford Night Out Meeting - Chief, D. Chief, Patrol Lt., and DSP
- 08/19/24: Statewide Strategic OPS meeting - D. Chief and Criminal Lt.
- 08/22/24: PCAAB meeting - Chief and Board Members
- 08/22/24: SPD Sergeants Meeting - SPD Staff

Community Events:

- Upcoming Event: Seaford Night Out - October 10, 2024, 5 - 7 pm.; More to come!
- Ongoing “Food On” Program in partnership with the HELP Initiative - Officers Yost, Wilson, Blake, Kramer, and CADET Brumbley

- 08/24/24: Back Pack giveaway event at Nutter Park - SRO Wingate attended

Training/Other:

- SPEAR Team Training (ongoing) twice / month - Team Members (CADETS - scenarios)
- SPD Police recruit Graduation: 08/29/24 - Cruz & Blake

CADETS:

- CADETS were on bicycle patrol and ride-alongs, assisting patrol officers with complaints, arrests, proactive pedestrian and bicycle stops, and community engagement. CADETS handled minor offenses, and multiple prisoner transports to SCI. CADET Morales continued to assist with translating on numerous occasions.

Total Criminal Arrests:

Arrests YTD	2024 Total	2024 Adult	2024 Juv	2023 Total	2023 Adult	2023 Juv	2022 Total	2022 Adult	2022 Juv	2021 Total	2021 Adult	2021 Juv	2020 Total	2020 Adult	2020 Juv
Total	451	391	60	523	455	68	630	571	59	586	511	75	499	428	71

Councilman Holland reported on Administration.

MEETINGS:

- Met with the Vice President of Strategy with Tidal Health and discussed plans for the Seaford campus.
- Attended the staff meeting.
- Attended the Construction Coordination meeting.
- Met with Representatives of the Nanticoke Senior Center regarding the progress of several projects at their 1001 Locust Street location.
- Attended the DEMEC Finance Committee meeting.
- Attended a meeting with USDA Rep’s regarding the WWTP expansion project.

OTHER WORK:

- Prepared the City Council agenda.
- Visited Brimming Horn and their outdoor patio currently under construction.
- Visited Macklin Brewing location on High Street, to meet with the owner.
- Attended the Downtown Seaford Association annual picnic at the Blade marina.
- Participated in Customer Service Rep. interviews.
- Opened bids for the PW truck.
- Attended a coordinating meeting with the contractor at Kiwanis Park working on the memorial.

INFORMATION TECHNOLOGY REPORT:

- Ordered new switches.
- Upgrades backup systems to latest versions (City Hall and PD).
- Work on resolution to camera storage issues.
- Routine calls for technical support.

ADMINISTRATION REPORT FOR COUNCIL:

- Participate in Customer Service Rep. interviews
- Attended Annual Employee Appreciation planning meeting.
- Prepare for audit – prepare annual reconciliations.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman Bradley reported on Electric.

Since the last report

Crew

Worked at the TRPM project burying conduit for the future electric feed to the next property.

Replaced a bad pole on Nanticoke Ave.

Tested the automatic capacitor banks before we installed them on the poles.

Set 6 poles and hung 250’ of net on the driving range at Hooper’s Landing.

Repaired some damaged infrastructure in Belle Ayre and billed the developer.

Trimmed trees around town.

Pulled in the primary wire and set the transformers at the KRM

Director

Had the monthly construction coordination meeting.
Attended a DEMEC seminar on locating underground faults.
Had a preconstruction meeting at the Veterans Memorial for the new flag poles.
Installed a solar meter on a residential service.
Was off 3 days on vacation.
Talked with an engineer on the Balsamo project.
Talked with a vendor for CT cabinets and they are ordering a sample for us.

Upcoming Weeks

Work on the Veterans memorial project.
Work on the TRPM project.
Make up the primary terminations for the KRM building in WSBC.
Continue working in Belle Ayre single family residence section.
Continue changing the lights on Sussex Highway to LED.

Councilman Quillen reported on Code, Parks, and Recreation.

Code Department Report

- Issuing permits (241 Issued in 2024)
- Rental Licenses (1,796 Issued)
- Rental license renewals have been sent and are being processed.
- Rental inspections are being scheduled and 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 51 lots.
- BelleAyre Single Family –Danfield Dr – Construction started on homes on the first 10 lots. First 6 lots have been completed. Utilities for next section completed. Base paving has been completed on the next streets. Lennar homes has started construction on several lots, sales trailer has been placed on its lot.
- Western Sussex Business Campus – Working on sidewalks and landscaping.
- Nylon Capital – Demolition has started. Construction fence installed around rear of property. Building permit submitted to create new shell spaces in the former pebbles and butlers sewing units. Fitout permit for Community Bank being reviewed. Permits submitted for new del tech and tidal health shell buildings.
- Taylor Professional Center – Building construction progressing, framing nearly complete.

Parks & Recreation

Accomplished week of 8/12

Parks – Set up fields & goals for youth soccer league
Parks – Completed repairs to one of the JD mowers & JD Tractor
Parks – Closed off Soroptimist Park for PD event & help set up for Friday Night Live event
Rec. – Started working on game schedule for Men’s Slow Pitch (to start Aug 26 th – 7 teams committed)
Rec. – Coordinated picture schedule for youth soccer and confirmed referees for youth soccer & flag football
Parks&Rec. – Had a demo meeting with Civic Rec, an online registration software company, on 8/14
Parks&Rec. – Held the Riverfest Committee meeting to discuss potential ideas for 2025

Parks&Rec. – Assisted Seaford Tomorrow with their Friday Night Live event on 8/16

Accomplished week of 8/19

- | |
|---|
| Parks – Set up youth flag football fields and prepped fields for weekend rentals |
| Parks – Assisted Brimming Horn Meadery with their fence installation on the grass lot |
| Parks – Prepped Soroptimist Park and Nutter Park for special events & rentals |
| Parks – Removed landscape from Kiwanis Park for project and repurposed plants at City Hall (picture) |
| Rec. – Created men’s slow pitch schedule – received 1 late entry, so have a total of 8 teams |
| Rec. – Held first week of Adult Pickleball Clinic with 25 participants on 8/19 + 8/21 |
| Parks&Rec. – Sent out bid package for front mount mower + snow blower attachment |
| Parks&Rec. – Ordered jerseys for youth flag football & youth soccer (games to begin the week after Labor Day) |
| Parks&Rec. – Held a follow-up meeting with Recreation Software Company for online registration/rentals |

Parks & Rec Highlights 7/22 – 8/09

PARKS:

- Set up goals/nets and fields for youth soccer & youth flag football
- Completed repairs on the JD mower and tractor
- Assisted with the fence installation at Brimming Horn Meadery
- Removed plants from landscape at Kiwanis Park for a project and repurposed them at City Hall
- Prepped softball, football, & soccer fields for weekend events & rentals

RECREATION:

- Created men’s slow pitch schedule – have 8 teams confirmed
- Held first week of Adult Pickleball Clinic and have 25 participants
- Ordered jerseys for youth soccer & youth flag
- Began to work on schedules for youth soccer & youth flag football

SUPERINTENDENT:

- Had a meeting with Civic Rec, an online registration/rental software program
- Held the Riverfest Committee meeting on 8/15 to discuss ideas for 2025
- Created and sent out a bid package for a replacement mower and snow blower attachment
- Assisted Seaford Tomorrow with their Friday Night Live event on 8/16

Mayor MacCoy called for a motion to adjourn the Regular Council Meeting. Councilman Holland made a motion to close the Regular Council Meeting. Councilman Quillen seconded the motion; the motion so passed with all voting in favor. The meeting was adjourned at 8:39 p.m.

Charles D. Anderson, City Manager

/bs