

MINUTES OF THE OF THE MAYOR AND COUNCIL
March 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
Councilwoman Stephanie Grasset

Staff Members Present:

Charles Anderson, City Manager
Berley Mears, Director of Public Works
Bill Bennett, Director of Electric
Katie Hickey, Superintendent of Parks & Recreation.
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 Holland.

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. Grievance appeal.

Approval of the minutes of the regular meeting on March 11, 2025.

Councilman Quillen made a motion to approve the minutes of the regular meeting on March 11, 2025. Councilman Bradley seconded the motion. Mayor MacCoy asked for a vote; all present voted in favor. **Councilman Henderson and Councilman**

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Holland sustained in voting on the approval of the Motion as they were not present for the March 11, 2025 Council Meeting.

Chief of Police Marshall Craft introduced the two new police officers, Officer Samuel Brumbley and Officer Kani Kane.

PUBLIC COMMENT:

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

Dr. Faye Powell, of 159 S. North Street, #406, Seaford Delaware was present for public comment. Dr. Powell thanked Council for approving the Budget Billing program and inquired about other ways to advertise program for those who don't have access to the internet.

Dan Cannon, of 411 Nylon Boulevard was present for public comment. Mr. Cannon came forward and presented his concerns regarding the wells developing on Nylon Boulevard.

CORRESPONDENCE:

There was no correspondence.

PUBLIC HEARING:

- 1. Sussex County Habitat for Humanity, property owner of a lot located on East King St., Tax Map and Parcel #431-5.00-208.00, is requesting a subdivision of the referenced property into two lots to for the construction of two single-family dwellings.**

Building Official, Mike Bailey presented the information for approval of Tax Map and Parcel # 431.00-5.00-208.00, for a subdivision of the referenced property into two lots to allow for two single-family dwellings to be constructed. Anthony Pretti with Habitat for Humanity was present to address any questions.

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

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

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- 2. O&I Sing LLC, property owner of 22928 Sussex Highway, Tax map and parcel #331-5.00-50.08, is requesting a Preliminary Site Plan review for the construction of an eating establishment with a drive through, associated parking and utilities.**

Building Official, Mike Bailey presented the information for approval of a Preliminary Site Plan review for the construction of an establishment with a drive through, associate parking and utilities. The engineer for the project, Mike Hicks, was present to address any questions.

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

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

- 3. Seaford Industrial LLC, property owner of a parcel of land on Sussex Hwy, Tax map and parcel #331-4.00-19.00, is requesting a sketch site plan review for an Industrial Park.**

Building Official, Mike Bailey presented the information for a sketch plan review for an Industrial Park/ Business Park on the parcel of land parcel # 331-4.00-19.00. Partner of Seaford Industrial LLC, Brett Davis presented information on the upcoming project and asked if there were any questions.

Mayor MacCoy solicited any questions from Council; Vice-Mayor Henderson inquired if the building profile would be similar to what they currently have in Frankford. Mr. Davis responded, yes similar however, a more modern touch, these buildings will not be located on or near the highway, they will be set back. Vice-Mayor Henderson inquired if Daikin Comfort was at the park in Frankford. Mr. Davis, responded, yes that is correct and he noted that they are a great example of the type of businesses they can bring in. He reported the specific goal of the State grant for this project is to bring new jobs to Delaware, and that they are not allowed to have leases ahead of time so all of this will be built on spec. Councilman Quillen inquired how many buildings were at the Frankford Park. Mr. Davis responded it is 220,000 square feet and he believes that there are five currently and they are fully occupied, including a sports training facility and they were filled up prior to building them.

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

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

4. City of Seaford is requesting for approval a Delaware Water Pollution Control Revolving Fund Loan for Martin Farms Sewer Relocation Phase I Project.

City Manager, Charles Anderson introduced Ben Hearn, Engineer with GMB and Director of Public Works, Berley Mears and then presented the information for Public Hearing number one for approval of a Delaware Water Pollution Control Revolving Fund Loan for Martin Farms Sewer Relocation Phase I Project.

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 7:26 P.M.

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

Findings of Facts:

- Project: Habitat for Humanity Subdivision
- Owners: Sussex County Habitat for Humanity
- Property Locations- Corner of E. King St. and Front St.
- Tax Map & Parcel: 431-5.00-208.00
- Zoning: C3 Riverfront Enterprise Zone
- Proposed: to split existing lot into (2) lots
- Lot 1: 4,704 sq.ft., 58.11 ft. wide / Lot 2: 4,784 sq.ft, 58.10 ft. wide
- Meets the requirements for the C3 Zone: Min-4,500sq.ft/Min. 35ft wide

Requires approval from:

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

Mayor MacCoy then called for a motion. Councilman Quillen made a Motion to approve the request of Sussex County Habitat for Humanity, property owner of a lot located on East King St., Tax Map and Parcel #431-5.00-208.00, for a subdivision of the referenced property into two lots for the construction of two 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;

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Councilwoman Grassett 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: Cookout Restaurant
- Owners: O & I Sing LLC
- Property Locations- 22928 Sussex Highway
- Tax Map & Parcel: 331-5.00-50.08
- Zoning: C2 Highway Commercial
- Proposed: to demolish existing building and re-build a new 3,130 sq. ft. restaurant
- 49 parking spaces provided (Meets code requirement)
- Dual lane drive through
- New dumpster enclosure
- Will maintain existing entrances and exits through Seaford Village Shopping Center

Requires approval from:

- Deldot
- State Fire Marshall
- Sussex Conservation
- Planning and Zoning made a favorable recommendation to Council (March 6, 2025)

Mayor MacCoy then called for a motion. Councilman Quillen made a motion to approve the request of O&I Sing LLC, property owner of 22928 Sussex Highway, Tax map and parcel #331-5.00-50.08, for a Preliminary Site Plan approval for the construction of an eating establishment with a drive through, associated parking and utilities 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;
Councilwoman Grassett 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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Building Official, Mike Bailey then presented the Finding of Facts for the Public Hearing

Item #3:

Findings of Facts:

- Project: Industrial Park Sketch Plan
- Owners: Seaford Industrial, LLC
- Property Locations- Sussex Highway
- Tax Map & Parcel: 331-4.00-19.00
- Zoning: C2 Highway Commercial
- Proposed: a 12-building business park with mixed use from warehousing to indoor recreation
- A 2-story parking garage and other paved parking
- 3 additional pads sites along Sussex Highway

Requires approval from:

- Deldot
- Sussex Conservation
- State Fire Marshall
- Planning and Zoning made a favorable recommendation to Council (March 6, 2025)

Mayor MacCoy then called for a motion. Councilman Quillen made a Motion to approve the request of Seaford Industrial LLC, property owner of a parcel of land on Sussex Hwy, Tax map and parcel #331-4.00-19.00, for a sketch site plan approval for an Industrial Park as presented. Councilman Holland seconded the motion. Mayor MacCoy solicited any questions on the Motion; Councilwoman Grassett inquired if the Industrial Park and Business park were interchangeable. City Manager, Charles Anderson responded according to zoning it is zoned commercially not industrially, that it would be appropriate to revise the motion language to Business Park. Vice Mayor Henderson requested to review the findings of facts one more time and stated zoning is C2 Highway Commercial. Councilman Quillen modified the motion and re-read the revised motion to approve the request of Seaford Industrial, LLC, property owner of parcel of land on Sussex Highway, Tax map and parcel #331-4.00-19.00 for a sketch site plan approval for a Business Park 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;
Councilwoman Grassett voted yes based on the findings of facts;

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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. Bids-Riverwalk Railing Installation.

Superintendent of Parks and Recreation, Katie Hickey, presented the information for approval to award the bid for the Riverwalk Railing Installation project to Marshall Property Management in the amount of \$18,000.

Mayor MacCoy solicited questions from Council, Vice-Mayor Henderson inquired what the start time was. Ms. Hickey responded immediately, once they receive our letter, they will have 30 days to complete the project; Councilman Quillen inquired if we have worked with Marshall Property Management in the past. Ms. Hickey responded no, they are a new consultant, however they are in a partnership with Anderson Fence that has ample experience with the aluminum railing that will be installed. Mayor MacCoy solicited any further questions from Council; there were none.

Mayor MacCoy then called for a motion. Councilman Quillen made a Motion to award the bid for the Riverwalk Railing Installation project to Marshall Property Management in the amount of \$18,000. Councilman Holland seconded the motion; the motion so passed with all voting in favor.

2. Director of Electric Bill Bennett recommended changes to the Safety-Shoe Policy.

Director of Electric, Bill Bennett presented the information for approval of the changes to the Safety-Shoe Policy.

Mayor MacCoy then called for a motion. Councilman Bradley made a Motion to approve the recommended changes to the Safety Shoe Policy as presented. Councilman Holland seconded the motion; the motion so passed with all voting in favor.

OLD BUSINESS:

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1. Bill Bennett, Director of Electric to present for a Second reading, recommended changes to Chapter 6 of the Municipal Code - Electric Rules and Regulations.

Director of Electric, Bill Bennett presented the second reading of the recommended changes to Chapter 6 of the Municipal Code- Electric Rules and Regulations.

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

Mayor MacCoy then called for a motion. Councilman Bradley made a Motion to approve the recommended changes to Chapter 6 of the Municipal Code - Electric Rules and Regulations as presented. Councilman Holland seconded the motion; the motion so passed with all voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. 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.

Councilman Orlando Holland has filed for reelection.

Jose Santos has filed for Councilman

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.

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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.

LIAISON REPORTS (All reports attached to the end of this document)

Public Works & WWTF - Councilwoman Stephanie Grasset

Police & Fire - Councilman Dan Henderson

Administration - Councilman Orlando Holland

Electric - Councilman Mike Bradley

Code, Parks and Recreation - Councilman Alan Quillen

Mayor MacCoy thanked everyone that attended the celebration to honor Mike Vincent for his service to the community.

Mayor MacCoy called for a motion to close the Regular Council Meeting and hold an Executive Session for the purpose of discussing personnel.

Councilman Henderson 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. Grievance Appeal. Councilwoman Grasset seconded the motion; the motion so passed with all voting in favor.

The Regular Council Meeting closed at 8:02 p.m.

Mayor MacCoy closed the Executive Session and reopened the Regular Council Meeting at 10:08 p.m.

City Council discussed items that were addressed in the Executive Session.

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Mayor MacCoy called for a motion; Councilman Henderson made a motion to deny the grievance appeal and uphold the decision of the Chief of Police and the City Manager. Councilwoman Grasset seconded the motion; the motion so passed with all voting in favor.

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

The meeting was adjourned at 10:09 p.m.

Charles D. Anderson, City Manager
/bs

Approved by Council: April 8, 2025

Council Liaison Report

Public Works & Wastewater

Departments

Date 03/24/25

Past two weeks:

Public Works:

- Replaced water service to 708 East Ivy due to leak
- Contractor here to repair rust on Calgon tanks
- Contractor here for various road patches and milled High St near Royal Farms
- Tried to find irrigation line across Harrington for golf course with no luck so far
- Contractor here to restripe city hall parking lot
- Replaced and repaired numerous water meters in system
- Spent time videoing sewer main on Poplar and Conwell
- Repaired water service leak at CC22, it supplies house behind CC22
- Installed irrigation service on Huston St.
- Dragged all allies
- Had a precon meeting for water and sewer main installation at Nylon project
- Equipment maintenance
- 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...
- Had a couple people out sick these two weeks
- Two men down starting 3/21/25

WWTF & COMPOST

- Plant – Still dealing with floating biomass (Lots of hosing/spraying to keep things moving). Ugly on the surface, but effluent is looking good.
- Dewatering – BFP is performing well. Filtrate still having negative impacts on plant on dewatering days, although this week have seen evidence of nitrification again in the blend tank which is a positive sign. Running twice week of 3/17 in preparations for tank cleaning scheduled the following week.
- Installed new 20HP BNR pump. Works great.
- Blend tank cleaning scheduled for 3/25/25 by CES.
- Ordered replacement motor for grit conveyor.
- Working on annual pretreatment report to EPA.
- Started annual FOG inspections.
- Met with Brainerd HSE rep to go over permit modification options.
- Ryne attended pump control class 3/12
- Brian out sick 3/12-3/13
- Dave out sick 3/17-3/18

Upcoming two weeks:

Public Works

- Finish budget
- Camera sewer main on Front Street
- Install new 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



Meeting of Mayor and City Council
25 March 2025
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	318 calls	3.7
March 2025	83 Calls*	3.3

*Call per day so far in the month

EMS Statistics

Month / Year	Calls to date	Call per day
Total 2025	1091 calls	12.9
March 2025	289 calls *	11.5

*Call per day so far in the month

Total Department Responses

Year	Calls to date	Call per day
Total 2025	1409 calls	16.7

District Responses- Fire

Type	2023	2024	2025
CITY	612	583	123
Out of City	356	389	81
Assist	113	137	31

District Response - EMS

Type	2023	2024	2025
CITY	2526	2753	481
Out of City	1461	1769	277
Assist	175	208	44

Significant Incidents

- 03/12/2025- (City) 6367 W. Stein Hwy – Commercial Electrical Fire
- 03/18/2025- (Assist 71) 19 N. Market Street – RV Fire
- 03/19/2025- (Out of City) 26713 Ellis Mill Road- Working Residential Fire
- 03/19/2025- (City) 711 Clementine Court- Apartment Cooking Fire

Apparatus Status

- All SVFD Apparatus are in Service except for New A87

Training

- **Last Training**
 - Wednesday, March 19, 2025, at 1900 hours – Firefighter MAYDAY Training at Station 71 by Delaware State Fire School – (17 members attended)
- **Next Training**
 - Wednesday, April 16, 2025, At Station 71 – Vehicle Rescue

**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	88	91:35	372	423:15
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	5	7:30	39	57:30
SVFD Driver Training	11	14:45	19	25:30
Wednesday Training Nights	5	12:00	79	210:00
GRAND TOTALS:	118	225:05	545	847:30

Emergency Medical Services

- A87 (the New Ambulance) is back from roof repairs on the Cab after purchase. The next step is installing radios and CAD to obtain a certificate to place the ambulance for service.
 - Graphics completed on March-8th at Impact Graphics
 - Tag and Titling is completed

News and Events

2025 Community Events, Meetings, and Fire Prevention Total

# Events	Total Personnel	Total hours
28	310	822:00

- SVFD members attended the event at Heritage Shores to honor Past Chief Michael Vincent's community service on March 13, 2025
- Our area is experiencing some radio communications issues, so State DIVCOIM and County Radio will be testing.

- Fire has been very busy in the first 3 months of 2025. SVFD is 22% above call load in 2025 from 2024 at this period.
- Several SVFD members will be honored for their involvement in saving a life at the Sussex County Phoenix Awards on Friday, April 4th, 2025 at DTCC Georgetown:
 - Molly Daisey
 - Kyler Martin
 - Robert Givens
 - Micha Eddy
 - Ron Marvel
 - Ben O'Bier
 - Matthew Read
 - Alan Jarman
 - Bridget Johnson



Seaford Police Department

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

INCIDENTS	2025	2024	2023	2022	2021
TOTAL COMPLAINTS	2,336	12,552	11,112	9,593	10,686
All crimes	903	5,559	5,010	6,164	6,107
Homicide	1	0	1	0	0
Robbery	0	15	24	8	14
Sex Crimes	19	22	25	18	30
Burglary	15 (7 Burg/8 TFV)	57 (24 Burg/33 TFV)	122 (58 Burg/64 TFV)	197	133
Drug Crimes	38	481	285	444	416
Overdose	5	32	43	31	26
All Traffic (E-Tickets)	1,127 (646)	7,527 (3,422)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)
All DUI	15	102	72	79	71
All Crashes	120	741	684	656	620
False Alarms	81	373	343	546	521

- All crimes: **130** (defendants: **13** adults & **1** Juvenile)
 - Felony: **4**
 - Misdemeanor: **25**
 - Violations: **5**
 - Civil: **0**
 - Other: **96**
- **85% Clearance Rate** (overall = **11** PA and **9** PI) Monday and Friday from 0800-1700 (**See Crime Chart Below**)



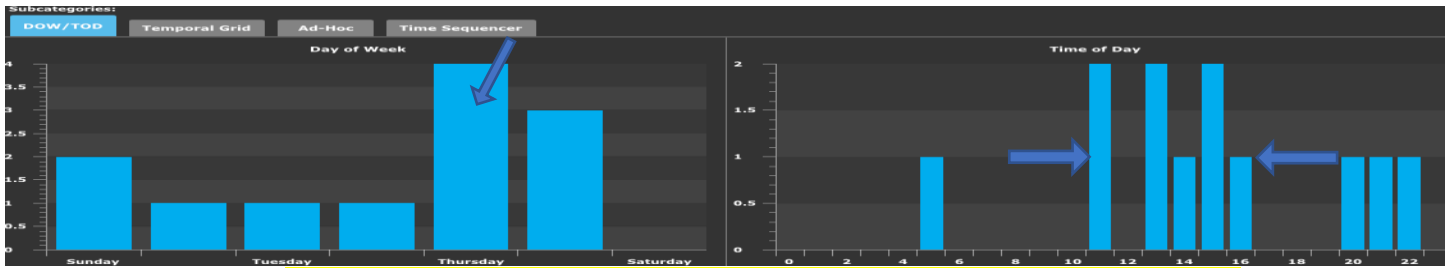
Additional Crime Data below: There were **9 complaints**, including Assault, Custody, Fraud, Homicide, Larceny, Stalking, and Weapon: (4 Felonies and 5 Misdemeanors); excluding shoplifting: (**33% clearance rate**): **3 PA, 3 PI, 3 A/A, 0 J/A, 0 E/C, and 0 U/F**. Most incidents occurred on Friday, from 1200-1400.

Drug Complaints:

- Drug Crimes: **5**
 - Adult Arrest: **5**
 - Juvenile Arrest: **0**
 - Juvenile/No Custody: **0**
 - Pending Active: **0**
 - Pending In-active: **0**
 - Prosecution declined: **0**
- Search Warrant(s): **2**
- Seized Firearms: **0**
- Overdose: **0**

Traffic:

- Contacts/Citations: **130** traffic contacts resulting in **67** citations and **28** warnings
- DUI: **3** (2- Alcohol or 1- drug-related) - 0 Crash related
- Crashes: **12**
 - Fatal: **0**
 - Injury: **0**
 - Non-Reportable: **5**
 - Reportable: **7**
 - **Additional Information:**
 - Hit & Run: **3**: (1) Front s/o Fourth; (1) Sussex Hwy & Herring Run Rd; and (1) Porter n/o Harrington
 - Bicycle: **0**
 - Motorcycle/Scooter: **0**
 - Pedestrian: **0**
 - School Bus: **0**
 - Alcohol/drug-related crash: **0**
 - Incidents: Thursday from 1000-1600 (**See Crash chart below**)



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

- **03/11/25: Subject with Active Warrants**

SPD was dispatched to Food Lion regarding a subject, Jordan Haman, with active warrants out of the Superior Court. Upon arrival, Haman was located inside a Jeep and taken into custody. During a search, officers found paraphernalia (a glass pipe with burnt residue) in her pants pocket. The defendant was issued a criminal citation for the paraphernalia and transported to Superior Court, where she was arraigned and TOT corrections inside the courthouse.

Case #71-25-1978

- **03/12/25: Homicide Investigation**

SPD and CID responded to Nutter Park for a reported shooting involving three victims, one of whom was deceased. The Homicide investigation was transferred to the Delaware State Police Homicide Unit, with SPD CID assisting. This is an active investigation, and all inquiries are referred to the DSP PIO.

Case #71-25-2017

- **03/15/25: Public Urination**

SPD was dispatched to Nylon Boulevard and Rust Street regarding a subject urinating in public and discarding beer cans. Officers located the defendant, James Frazier, who was highly intoxicated (BAC: .28%), and arrested him for public intoxication, littering, and lewdness (urinating in public). The defendant was committed to SCI on an intoxication hold.

Case #71-25-2104

- **03/20/25: Domestic Incident Involving a Knife**

SPD responded to the 100 block of East King Street for a domestic dispute involving a knife. Investigation revealed that the male subject, Oscar Quib-Caal, arrived at the victim's residence and requested to speak with her outside. The situation escalated when the defendant punched and kicked the victim. The victim ran inside and locked the bathroom door, but the defendant began stabbing at the door with a knife. Officers apprehended the defendant, and the victim was transported to the hospital. The defendant was charged with Aggravated Menacing, Assault 3rd Degree, Possession of a Deadly Weapon During the Commission of a Felony, and was committed to SCI on a \$67,000 cash bond.

Case #71-25-2217

- **03/21/25: Impaired Driver with Drugs**

SPD responded to Sussex Highway, south of Tharp Road, for a subject passed out behind the wheel. Upon arrival, officers found the defendant, Jessica Harding, unconscious and not breathing. EMS was called, and after the officer performed sternal rubs, she regained consciousness with slow breathing. Investigation revealed the defendant had injected heroin. A baggie of heroin and a needle were found inside the vehicle. The defendant was arrested for DUI, possession of controlled substances,

paraphernalia, and driving with a suspended license.
Case #71-25-2254

- **03/21/25: Trespassing with Paraphernalia**

Walmart Asset Protection requested SPD respond to a trespassing incident involving defendant, Katie Beck. Upon arrival, Beck was located in the self-checkout line and taken into custody for an active warrant and breach of release for being inside Walmart despite a court-ordered no-contact. Further investigation revealed that Beck had paraphernalia (an uncapped needle with a rubber band around it). She was arrested, arraigned, and given an ROR bond.

Case #71-25-2262

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 03/11/25: Presented new 'City-Wide' Military Leave Policy before Council approved unanimously - Chief
- 03/12/25: SPD Admin meeting
- 03/13/25: Zoom meeting ref. HB287 - Retired K9 Reimbursement program - Chief
- 03/14/25: Attended Recruit Officer Graduation - Admin and numerous officers from SPD
- 03/17/25: Recruit Officer 'Oath of Office' (Vice Mayor Henderson) - SPD Admin, Officers, and city leadership
- 03/18/25: Attended meeting with Congresswoman McBride - D. Chief and city leadership
- 03/19/25: Sergeants' Meeting - SPD Admin and Supervisors

Community Events:

- Ongoing "Food On" Program in partnership with the HELP Initiative: SPD Officers

Training/Other:

- SPEAR Team Training (ongoing) twice / month: Team Members (CADETS - scenarios)
- 03/10/25: Station meeting and Retirement walkout ceremony for D. Chief Rapa
- 03/13/25 and 03/20/25: Car Seat Installation Training certification - Cpl. Mahetta
- 03/18/25 - 03/20/25: Child Abduction Response Team (CART) Training - Det. Nanola and Cpl. Hare

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. Three CADET applicants are currently in the process.

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	83	77	6	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

3/10/25 to 3/21/25

Charles Anderson, June Merritt &
Trisha Newcomer

MEETINGS:

- Attended the swearing in at the PD.
- Attended police Academy graduation.
- Attended the Chamber breakfast event at the Senior Center.
- Met regarding the proposed industrial development on Sussex Highway.
- Attended trash and transformer bid openings.
- Chaired the RFP preproposal meeting and made site visit.
- Responded to PD grievance.

OTHER WORK:

- Prepared the Council agenda.
- Prepared PD grievance response.
- Worked on employee evaluations.
- Took tour of Tidal Health Nanticoke facility.
- Participated in police interviews.
- Attended the tour with Congresswoman McBride.
- Worked on FY26 budget.

INFORMATION TECHNOLOGY REPORT:

- Resolved connectivity issues with the camera system.
- Configured connection to PTZ camera.
- Completed set up/migration to Apple Business Manager.
- Troubleshoot issues with long-distance lines.
- Work on Fiber Map for FY26 project.
- Gathered information on AED for budget.
- Routine calls for technical assistance.

ADMINISTRATION REPORT FOR COUNCIL:

- Prepare for audit – prepare annual reconciliations.
- Train with the new Accounting Coordinator.
- Attend various meetings for personnel matters – police interviews, Op Coord position and Police grievance.
- Prepare for FY 2026 Budget.
- Attend various meetings – council meeting, executive session, staff meeting, DEMEC board meeting, Deputy Chief Rapa retirement, 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 3/23/2025

Since the last report

Crew

Dug in new primary conduit at the old Body & Soul in NCSC.

Changed the pole on Delaware Ave.

Held a pole for the contractor working on the sewer project next to the substation.

Worked in Belle Ayre pulling in secondary wire and hooking up new houses.

Worked in Mearfield 1 phase 4, pulling in primary wire, digging in secondary conduit, pulling in secondary wire, and hooking up new houses.

Changed out rubber gloves.

Cut trees on Pearl Street going towards the river.

Changed out a bad pole on S Hall Street.

Set some poles and pulled in the overhead wire to change the feed at Hooper's Landing to the front.

Set 2 poles, pulled in overhead primary wire, dug in some secondary conduit for the maintenance building at Hooper's Landing.

Director

Attended the directors meeting.

Attended my council liaison meeting.

Attended the staff meeting.

Had a meeting with a developer for the smoot farm.

Presented some proposed changes to the rules & regulations chapter 6.

Talked with a solar company about an application for residential solar.

Had a meeting with the developer for the new building in Herring Run Professional Park.

Presented some proposed changes to chapter 6 of the rules and regulations and presented them to the council.

Worked on revisions to the safety shoe policy.

Greg & I worked on the FY 26 budget and power point and sent it to Trisha.

Greg and I wrote an escrow letter for the new building at Herring Run Professional Park.

Went to DEMEC for a discussion on their substation plan for the training yard.

Upcoming Weeks.

Continue working in Belle Ayre single family residence section.

Continue working in Meafield 1 phase 4.

Change out a pole on Pond ST and run some new secondary wire.

Continue changing the lights on Sussex Highway to LED.

3/24/2025

Code Department Report

- Issuing permits (111 Issued in 2025)
- Rental Licenses (1,832 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 4 – Permits issued to Ryan homes for 31 lots in Phase 4.
- BelleAyre Single Family –Danfield Dr – Contractor started paving the road from the sewer repairs.
- Western Sussex Business Campus – Waiting for final inspection.
- Nylon Capital – Demolition progressing on old Woolworths. 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. Attended a pre-construction meeting for the installation of the new water and sewer mains that cross the site. Work to begin when Deldot approves the utility permit for Atlanta Rd.

Parks & Recreation
Council Liaison Report
for 3/24/25 Council Meeting

Accomplished week of 3/10

Parks – Picked up new flags and installed at Kiwanis Park
Parks – Set up soccer field layout for upcoming season
Parks – Prepped softball fields for first rental (tournament) of the season
Rec. – Completed sorting teams, typed up rosters, and distributed to coaches
Rec. – Coordinated coach & referee meeting for Tuesday, March 18 th at the Cross Christian Academy
Parks&Rec. – Completed vendor info and some logistical needs for Brews & Clues event
Parks&Rec. – Created and distributed flyers for upcoming Light It Up Blue Autism Awareness event (April 14 th)
Parks&Rec. – Met with Tidalhealth about Brews & Clues event and a Stoke Walk they want to host at the Jays Nest

Accomplished week of 3/17

Parks – Worked on cleaning up landscape around shop & rec office
Parks – Put up soccer goals/nets for upcoming Spring season (placed large goals for public play on Pine St football field)
Parks – Installed privacy fence for trash cans at SCSC (see pictures)
Rec. – Held coach's and referee meeting at the Cross Christian Academy on 3/18
Rec. – Entered player data for MLS Go jersey order
Parks&Rec. – Completed and distributed sponsor brochure for Brews & Clues Event
Parks&Rec. – Worked on FY26 Budget and CIP slides
Parks&Rec. – Held bid opening for Riverwalk Railing Installation project