

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

April 23, 2024

7:00 P.M.

Mayor Genshaw called the Regular Meeting to order at 7:00 p.m. with the following present: Councilman Orlando Holland, Councilman Matt MacCoy, Councilman Dan Henderson, Councilman Michael Bradley. City Manager, Charles Anderson, Director of Public Works, Berley Mears, and Director of Economic Development and Community Relations, Trisha Newcomer, were also present.

Councilman MacCoy offered the opening prayer. Mayor Genshaw then led those present in the Pledge of Allegiance.

Mayor Genshaw 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 April 9, 2024. Councilman MacCoy made a motion to approve the minutes of the Regular Meeting on April 9, 2024. Councilman Bradley seconded the motion. Mayor Genshaw then asked for a vote; all present voted in favor; the motion so passed.

Public Comment

Mayor Genshaw inquired if there were any requests for Public Comment.

Jose Santos of 323 Harrington Street shared the following:

Distinguished Mayor, esteemed Councilman, and fellow citizens, I stand before you today with a heart full of gratitude and humility. First and foremost, I extend my sincerest congratulations to Councilman and Mayor elect Matt MacCoy on his successful campaign and victory as our new incoming Mayor. Matt, your dedication, and passion for our city are commendable and I have no doubt that you will lead this city with integrity and great things will come out of this election. I also want to congratulate the newly elected council members, Stephanie Grasset, and Allen Quillen on their well-deserved victories. Your commitment to serving our community is truly inspiring. I know firsthand that serving as a public servant takes a lot of time away from the things that you love and the things that you could be doing, and all of this is the purpose of improving the lives of others. I must take a moment to express my heartfelt appreciation to Orlando Holland for his years of hard work and service as a councilman. Orlando, your contributions have made a lasting impact on our city and your legacy will be remembered fondly. To all those who ran campaigns and did not emerge victorious, please know that your efforts are not in vain. Your willingness to step forward and advocate for our community is a testament to your dedication, and I commend each and every one of you. As for myself, I have dedicated myself to serving Seaford tirelessly and I'm still not tired. I have campaigned and interviewed with residents for the position of Councilman and Mayor in the same way now, door knocking year after year. And while the outcomes may not always have been what I hoped for, my commitment to serving the residents of the city remains unwavering and the voices that I have listened to can still echo through me. If given the opportunity, I humbly request your consideration for the vacant councilman position as outlined in the City Charter. Councilman and Mayor elect, Matt MacCoy's seat will need to be filled for the remaining year of his term by the current or incoming city council. And I believe my deep roots in the community, the vote of confidence that I have received throughout the years, extensive involvement in local organizations and prior experience on the City Council makes me well suited to represent the diverse voices of Seaford and I would really appreciate it. In closing, I want to thank the Mayor,

Council members, Council members elect and all citizens of Seaford for the support and consideration. Thank you. God bless you. God bless Seaford. And God bless America.

Roxanne Knights of 1139 Magnolia Drive shared the following:

Good afternoon, everyone. I just want to say thank you today for allowing me to run in council seat. The council seat political election. And I want first of all to congratulate Matt. Congratulations, Matt on winning your mayorship. And I really hope you do well. I'll be in touch with you concerning some things that I've discovered in my campaigning period. I also want to congratulate Stephanie and Alan Quillen and their venture through the new council seat that they'll be carrying. Of course, you guys know this, I will be here at every meeting. And on every public comment, as many as I can attend to ask you those questions. And make sure that we definitely remember the city of Seaford, the residents that live here and things that you promised to do for them in your effort to run your campaign. Don't forget the things that I also learned in my effort to run the campaign. Let's stay in touch, let's be friends. Let's see how many things we can work together as a team, whether I'm in or out to make it happen for Seaford, and we continue to go on our upper bound movement to developing this city as a better city to live in. Congratulations again. Love you guys. And let's do it safer.

Correspondence

There was none.

New Business

Mayor Genshaw presented New Business Item #1: Present the results of the April 20, 2024 Municipal Election.

City Manager, Charles Anderson, presented the results of the April 20, 2024, Municipal Election.

Mayor Genshaw presented New Business Item #2: Mr. Jim Bowden to request recognizing Mr. Henry A. Morris at the Little League Complex.

Mr. Jim Bowden shared some history behind his request for recognizing Mr. Henry A Morris at the Little League Complex. Mr. Bowden stated that Mr. Henry A. Morris was the Little League president and groundskeeper. In 1972 the Board of Directors of the Little League went to Mr. Morris and stated they were going to name the new Little League complex after Mr. Morris, but this never transpired.

Mayor Genshaw solicited any questions from Council; Councilman MacCoy thanked Mr. Bowden, Steven Mullin, and the board for this event.

Mayor Genshaw solicited any additional questions from Council; there were none. He then called for a motion. Councilman Bradley made a Motion to approve the request recognizing Mr. Henry A. Morris at the Little League Complex as presented. Councilman Henderson seconded the motion. Mayor Genshaw then asked for a vote; all present voted in favor; the motion so passed.

Mayor Genshaw presented New Business Item #3: Present for approval a revision to Section 23; Fire Department Appropriation, of the Municipal Charter that would remove the language from the section in its entirety.

City Manager, Charles Anderson, presented the suggested revision to the city charter. Mr. Anderson stated that this section has not been updated for many years. After much discussion, the suggestion is to remove the language from the section completely and it would just be reserved.

Mayor Genshaw solicited any questions from Council; Councilman Henderson wanted to reassure the public that the fire department will not lose support from the Council and that means they may be able to increase support for the fire department and this language removal is to straighten out any legalities.

Mayor Genshaw solicited any additional questions from Council; there were none. He then called for a motion. Councilman Henderson made a motion to approve the revision to Section 23; Fire Department Appropriation, of the Municipal Charter that would remove the language from the section in its entirety as presented. Councilman Holland seconded the motion. Mayor Genshaw then asked for a vote; all present voted in favor; the motion so passed.

Mayor Genshaw presented New Business Item #4: Present for a first reading changes to Section 11.7.1 and 11.7.12 (D) of the Municipal Code to revise the Sanitary Sewer Tap Fee and the Downstream Sewer Assessment Fee language.

Director of Public Works, Berley Mears, explained the language revision of the Sanitary Sewer Tap Fee and the Downstream Sewer Assessment Fee in Section 11.7.1 and 11.7.12 (D) of the Municipal Code.

Mayor Genshaw solicited any questions from Council; Councilman Henderson inquired if developers are charged a connection fee for city sewer services. Director of Public Works, Berley Mears, stated they are required to pay an impact fee and that is their connection fee.

Mayor Genshaw solicited any additional questions from Council; there were none. He then stated this is a first reading; Director Mears will be back at the next meeting.

Mayor Genshaw presented New Business Item #5: Present for a first reading changes to Section 14.4.1 of the Municipal Code to revise the language related to Water Tap Fees.

Director of Public Works, Berley Mears, briefly explained the revision to the language related to Water Tap Fees.

Mayor Genshaw solicited any questions from Council; there were none. He then stated this is also a first reading; Director Mears will be back at the next meeting.

Mayor Genshaw presented New Business Item #6: Present for approval changes to the Fee and Rate Schedule to revise the Downstream Sewer Assessment Fees.

Director of Public Works, Berley Mears, presented a snapshot of five of the most recent lift station builds and their designed EDU totals as requested at the last Council meeting.

Mayor Genshaw solicited any questions from Council; Councilman Henderson asked if these lift stations are at capacity. Director Mears stated they are. City Manager, Charles Anderson, stated there will be a second reading on the Fee and Rate Schedule. Mr. Anderson also inquired about the requested Industrial Pretreatment Rate changes. Director of Public Works, Berley Mears, explained that the rate change request is to go from \$500 annual monitoring fee to \$1000.

City Manager, Charles Anderson, inquired about the time frame for issuing the permits. Mr. Mears stated that these permits are issued for 3 years but the charge is annually. Mr. Anderson also asked Mr. Mears if the Public Works Department would be fine with not adopting this change for another 30 days or so. Mr. Mears stated they would be fine.

Mayor Genshaw stated this will come back in the future.

Mayor Genshaw presented New Business Item #7: Bids – Decommissioned Police Vehicles.

City Manager, Charles Anderson, presented the information. There were no bids received. Mr. Anderson is requesting to be permitted to contact a local car dealer to see if the cars can be sold.

Mayor Genshaw solicited any questions from Council; Councilman Holland inquired about the posting of the bids. City Manager, Charles Anderson, stated the bids get posted in the local newspaper and on the city website.

Mayor Genshaw solicited any additional questions from Council; there were none. He then called for a motion. Councilman Henderson made a motion to permit the City Manager to contact an area dealer to determine if the cars can be sold as presented. Councilman Bradley seconded the motion. Mayor Genshaw then asked for a vote; all present voted in favor; the motion so passed.

Mayor Genshaw presented New Business Item #8: Bids – Clean-up week.

Director of Public Works, Berley Mears, presented the information. There were 2 bids received. The recommendation is to award the bid to the lowest bidder, Casella, in the amount of \$23,700.

Mayor Genshaw solicited any questions for Council; there were none. He then called for a motion. Councilman Holland made a motion to award the bid for clean-up week to Casella in the amount of \$23,700 as presented. Councilman MacCoy seconded the motion. Mayor Genshaw then asked for a vote; all present voted in favor; the motion so passed.

Mayor Genshaw presented New Business Item #9: Bids – Street Paving.

Director of Public Works, Berley Mears, presented the information. There were 6 bids received. The recommendation is to award the bid to the lowest bidder, Jerry's Inc., in the amount of \$91,878.50.

Mayor Genshaw solicited any questions from Council; Councilman Henderson solicited about the amount of square yards or feet of paving and handicapped ramps. Director of Public Works, Berley Mears, stated there will be no ramps in this contract and explained the distance between streets where the paving will be done.

Mayor Genshaw solicited any additional questions from Council; there were none. He then asked for a motion. Councilman Holland made a motion to award the bid for street paving to Jerry's Inc. in the amount of \$91,878.50 as presented. Councilman MacCoy seconded the motion. Mayor Genshaw 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:

1. Little League Opening Day, May 4, 2024, 9:00am Williams Pond Park.
2. Budget meeting #1, May 7th, 6:00pm., City Hall Council Chambers.
3. City-wide Clean Up Week; May 13th-17th.
4. Trisha Newcomer, Director of Economic Development and Community Relations will be acting City Manager from April 28th- May 6th, 2024.
5. National Day of Prayer, May 2nd, 2024, 12:20pm, City Hall

LIAISON REPORTS:

Councilman Bradley reported on Code, Parks, and Recreation.

Accomplished week of 4/8

Parks – Worked on replacing irrigation along High Street (Pine St to Pearl St)
Parks – Cannon Pools & Spas sealed the Gateway Park fountain; began to fill fountain on 4/12
Parks – Bobby took a training on becoming a Certified Playground Safety Inspector (4/9-4/10)
Rec. – Held first week of youth soccer – distributed jerseys and picture forms
Rec. – Have several softball tournaments scheduled and looking to scheduling youth pickleball clinic

Parks&Rec. – Submitted updated Parks job descriptions for review

Parks&Rec. – Began working on bids for railing installation at Riverwalk Pier (ORPT grant)

Parks&Rec. – Submitted final documents for privacy fencing & football shed (\$38K in ORPT grant funding) on 4/12

Accomplished week of 4/15

Parks – Continued working on replacing irrigation along High Street (Pine St to Pearl St)

Parks – Cannon Pools & Spas replaced jets in fountain on 4/18

Parks – Began catching up on grass cutting and prepped athletic fields for leagues & weekend tournament

Rec. – Held second week of youth soccer and completed pictures

Rec. – Held first week on Men's slow pitch softball

Rec. – Hosted annual Light It Up Blue Autism Awareness event in City Hall (due to being rained on) – still a success!

Parks&Rec. – Met with Seaford School District about tennis/pickleball court repairs

Parks&Rec. – Submitted slides for FY25 Budget presentation

Parks&Rec. – Set up a meeting with Nanticoke Little League about upgrades to the park (to be held 4/25)

Code Department Report

- Issuing permits (112 Issued in 2024)
- Rental Licenses (1,803 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.

- East Park Business Center – Permit issued for final building.
- BelleAyre Single Family –Danfield Dr – Construction started on homes on the first 10 lots. First 6 lots have been completed. Utilities for next section continuing. Some paving has started on the next streets. Lennar homes has applied for permits for 12 new homes and a sales trailer.
- Western Sussex Business Campus – Working on installing the exterior wall coverings.
- Nylon Capital – Demolition permit has been submitted. Construction fence installed around rear of property. Building permit submitted to create new shell spaces in the former pebbles and butlers sewing units.
- Taylor Professional Center – Site work permit issued; contractor has started on the sitework.

Councilman Henderson reported on Police & Fire.

Seaford Volunteer Fire Department, Inc.

Communications from President Patrick Gaskin:

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	308 calls	2.7
April 2024	42 calls*	1.9

*Call per day so far in month

EMS Statistics

Month / Year	Calls to date	Call per day
Total 2024	1443 calls	12.7
April 2024	244 calls*	11.0

*Call per day so far in month

Total Department Responses

Month / Year	Calls to date	Call per day
Total 2024	1751 Calls	15.4

Significant Incidents

- 4/6/24; (out of City) 24127 Dove Road, Working Structure Outside Building
- 4/9/24; (Assist Station 71) 26971 Winsor Street, Working Structure Outside Building
- 4/14/24; (Assist Station 72) Diamond J Drive- Large Brush Fire
- 4/16/24; (Assist Station 81) 8940 Bacons Road- Working Residential Fire

Apparatus Status

- E875 Out of Service for maintenance lights on. Should be back soon

- Ambulance B87 struck a sprinkler pipe while entering at Tidal Health Nanticoke ER entrance with no damage to the truck.

Training

- Last Training:
 - Wednesday, April 17, 2024; at Station 71 Blades – Vehicle Rescue Evolutions with Delaware State Fire School.
- Next Training:
 - Wednesday, May 15, 2024, at Station 87- Ladder 87 Rope Rescue Rigging

Emergency Medical Services

- Firefighter / EMT Larry Whaley is on medical leave
- New Firefighter / EMT Kyler Martin resigned employment as of April 22 due to the drive to work and family unable to move to relocate at this time
- Opening for 2 Firefighter / EMTs will be posted soon.
- Ambulance C87 had general maintenance completed

News and Events

2024 Community Events. Meetings, and Fire Prevention Total

# of Events	Total Personnel	Total hours
36	446	750.0

- Fire Department has been steady with responses and everything is status quo for the last 2 weeks.

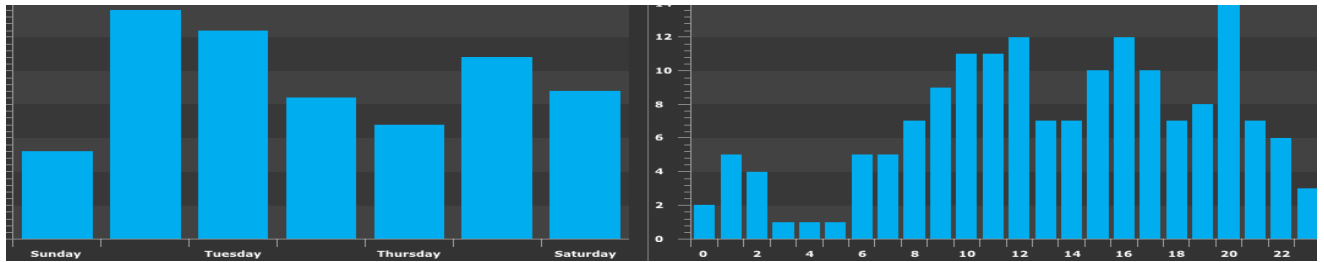
Seaford Police Department

Police Activity during period of **Monday, April 08, 2024– Sunday, April 21, 2024** as reported by Chief Marshal Craft, Jr.:

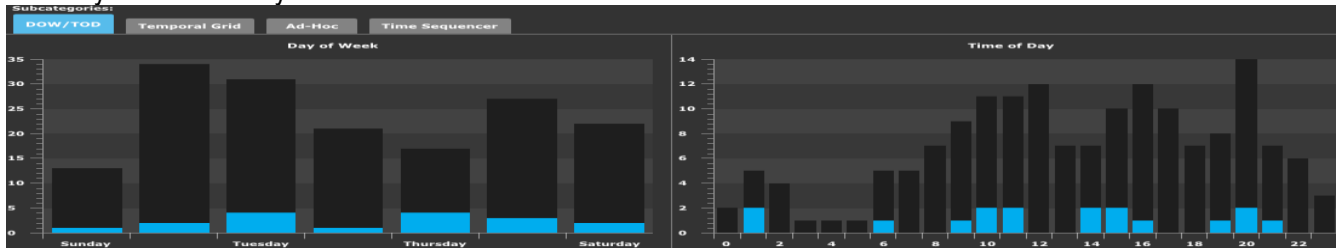
INCIDENTS	2024	2023	2022	2021	2020
TOTAL COMPLAINTS	3,569	11,112	9,593	10,686	10,141
All crimes	1,411	5,010	6,164	6,107	5,803
Homicide	0	1	0	0	0
Robbery	5	24	8	14	9
Sex Crimes	4	25	18	30	39
Burglary	13 (6 Burg/ 7 TFV)	122 (58 Burg/64 TFV)	197	133	175
Drug Crimes	140	285	444	416	199
Overdose	15	43	31	26	26
All Traffic (E-Tickets)	1,947 (1,044)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)	7,770/ (1,448)

All DUI	18	72	79	71	44
All Crashes	219	684	656	620	533
False Alarms	83	343	546	521	426

- All crimes: **165** (defendants: **20** adults & **2** Juvenile)
 - Felony: **12**
 - Misdemeanor: **41**
 - Violations: **10**
 - Civil: **1**
 - Other: **101**
- **84% Clearance Rate** (overall = **19** PA and **8** PI) Mondays and Tuesdays from 0600-2200
(See Crime Chart Below)



Additional Crime Data below: There were a total of **17 complaints** consisting of Assault, Fraud, Larceny, Rape, Robbery and Weapon: (**8** Felony and **9** Misdemeanors); Excludes Shoplifting: (**47% clearance rate**): **7 PA, 2 PI, 5 A/A, 0 J/A, 2 E/C, and 1 U/F**. Most incidents occurred on Tuesdays and Thursdays from 1000 – 2000.

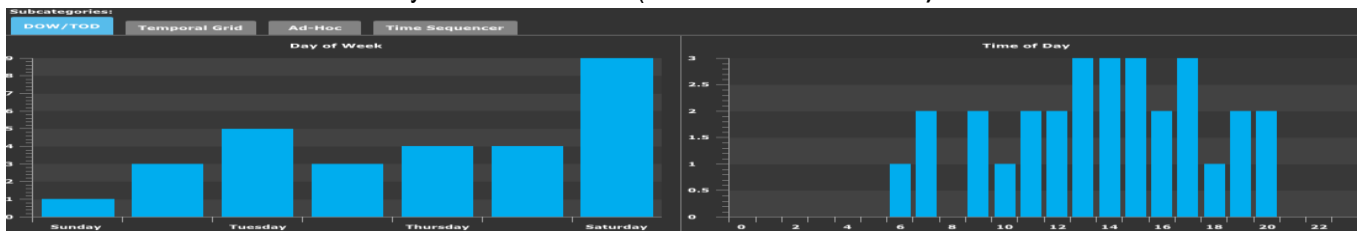


Drug Complaints:

- Drug Crimes: **31**
 - Adult Arrest: **25**
 - Juvenile Arrest: **1**
 - Juvenile/No Custody: **0**
 - Pending Active: **1**
 - Pending In-active: **0**
 - Prosecution declined: **4**
- Search Warrant(s): **1 (Conwell St.)**
- Overdose: **1 (Cypress Dr.)**

Traffic:

- Contacts/Citations: 98 traffic contacts resulting in 79 citations and 18 warnings
- DUI: 1 (1-Alcohol & 0-drug related) **1 - Crash related**
- Crashes: **29**
 - Fatal: **0**
 - Injury: **1** (Market St. Ext.)
 - Non-Reportable: **11**
 - Reportable: **17**
 - **Additional Information: Driver Inattention – the primary cause of accidents)**
 - Hit & Run: **2** (Front St. intersection; and Herring Run Rd n/o Sussex Hwy)
 - Bicycle: **0**
 - Motorcycle/Scooter: **0**
 - Pedestrian: **0**
 - School Bus: **0**
 - Alcohol/drug-related crash: **0**
 - Incidents: Saturdays from 0700-2000 (See Crash chart below)



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

- 04/08/24: SPD dispatched to the Walmart parking lot in front of 'Shoe Show' located on Sussex Hwy., for a reported **strong-arm robbery**. Investigation revealed the victim had posted a cell phone for sale on FB Marketplace and met with a subject, identified as Paris Gordon, to sell her the phone. During the exchange, the victim realized the cash was **counterfeit currency** and attempted to get her phone back. The suspect then smacked the victim numerous times causing scratches to the victim's neck, chest, and left wrist while trying to escape. The case is pending active, #71-24-3136.
- 04/11/24: SPD officer observed a vehicle swerve into oncoming traffic while traveling on Bridgeville Hwy. approaching Fallon Ave. A traffic stop was conducted, and the operator provided a false name. Further investigation identified the vehicle operator as Angela Davis, who was also a local fugitive on an active capias. Davis was arrested for **Criminal Impersonation, traffic charges, and the capias and committed to SCI** in default of a cash bond, #71-24-3232.
- 04/12/24: SPD dispatched to Food Lion with regards to a subject, identified as Michael Holt, walking around possibly on drugs. Upon arrival, Officers made contact with Holt, who was

- found to be a **local fugitive and in possession of 1 bag of heroin and drug paraphernalia**. Holt was arrested on drug-related charges, a fugitive warrant, and committed to SCI in default of a secured bond, #71-24-3258.
- 04/12/24: SPD dispatched to 800 block of Rosetree Lane for a reported **Trespass**. Investigation revealed that two subjects in a red Hyundai Sonata had been on the property. The investigation resulted in a traffic stop on a red Hyundai with expired temporary tags, which was operated by suspect Alisha Baull with suspect Jeffrey Cox as a passenger. Cox admitted to feeding cats on the property (no prosecution) and a vehicle search revealed that Baull had **possession of a controlled substance (93 morphine pills in a bottle with a removed label)** belonging to her mother. Further investigation revealed that Baull's driver's license was not valid, and she had no insurance. Traffic citations were issued, and the possession of a controlled substance was pending review with an AG, later resulting in active warrants being obtained. Case pending active, #71-24-3264.
 - 04/13/24: SPD dispatched to the 200 block of E. King St. for subjects **squatting in an abandoned house**. Investigation revealed defendants Ashley Paynter, Scott Lloyd, and Randall Hutchins were trespassing inside the residence. Further investigation revealed the defendants had **drug paraphernalia and crack cocaine**. All three subjects were arrested and released on an unsecured bond, #71-24-3299.

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 04/09/24: Delaware Association Chiefs of Police - Chief
- 04/12/24: SPD Budget Review meeting - Chief, City Manager and Director of Finance
- 04/16/24: Sussex County Police Chiefs Association - Chief
- 04/17/24: Rehoboth Beach PD Promotional Board for Lieutenant - Chief
- 04/18/24: Safer Communities Campaign (Charles Kistler) - Chief and D. Chief
- 04/18/24: Seaford PD 2023 Awards Ceremony - SPD Admin and staff

Community Events:

- 04/11/24: Children & Families First "CFF" 'Dollar Dinner' Night 'Coffee with a COP and DAG' at Boys & Girls Club - Chief, S.Sgt. Horn and SRO Wingate
- 04/13/24: CFF Health Fair at W. Seaford Elementary - S.Sgt. Horn, SRO Wingate, Cpl. Wilson & Cadet Brumbley
- 04/17/24: Montessori School Book Fair event - S. Sgt. Horn & Cpl. Wilson
- 04/18/24: Cheer Center 'Job Fair' - Cpl. Ruark and Ptlm. Yost

Training/Other:

- SPEAR Team Training (ongoing) twice / month - Team Members

- SPD Police recruit training (Dover PD 21-week Academy began 04/07/24 - 09/23/24) - Cruz, Blake, & Knowell
- CADET Training at RBPd, POST mandated (04/19/24-05/12/24)- CADET's Brumbley, Genshaw, and Morales
- 04/15/24: Major Case Management at DSP Academy - Cpl. Mahetta and Ptlm. Darilmaz

Total Criminal Arrests:

Arres ts YTD	202 4 Tot al	202 4 Adu lt	202 4 Juv	202 3 Tot al	202 3 Adu lt	202 3 Juv	202 2 Tot al	202 2 Adu lt	202 2 Juv	202 1 Tot al	202 1 Adu lt	202 1 Juv	202 0 Tot al	202 0 Adu lt	202 0 Juv
Total	178	152	26	523	455	68	630	571	59	586	511	75	499	428	71

Councilman Holland reported on Administration.

MEETINGS:

- Worked on budget with Directors and Supervisors.
- Attended the Kiwanis Park Memorial Renovation pre-construction meeting.
- Attended the Seaford Historical Board meeting.
- Attended the DEMEC Board Meeting.
- Met with the Landscape Architect about the Front Street concept design.

OTHER WORK:

- Opened decommissioned PD bid opening.
- Worked the City Election.
- Attended the quarterly golf course meeting.
- Attended the light it up blue event.
- Attended the PD awards ceremony.

INFORMATION TECHNOLOGY REPORT:

- Completed firewall configurations for software connection.
- Working with the State on grant money allocation.
- Work on Fiber Agreement with TidalHealth.
- Routine calls for technical assistance.

ADMINISTRATION REPORT FOR COUNCIL:

- Prepare for FY 2025 Budget.
- Attend DEMEC monthly board meeting.

- Attend quarterly golf course meeting.
- Prepare for City Clerk interviews.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman MacCoy reported on Electric.

Crew

- Did prep work for replacing poles on Locust St with Danella.
- Changed out 5 poles on E Locust St with Danella, a Verizon contractor.
- Changed out the rest of the pole lights for WWTF.
- Worked on Venture Drive in prep for the TRPM project.
- Unloaded a transformer.
- Cleared a tree that fell on the transformers at Craig Technologies.
- Changed rubber gloves and sleeves.
- Had an outage on Willey ST, Spruce St, Nylon Blvd and Shipley St, caused by a squirrel.
- Worked on outlets and lights for the new Friday Night Live location.
- Performed the monthly substation checks.
- Had an outage in Woodside Manor from a broken crossarm.
- Pulled in and made up the 3-phase wire across Venture Drive, transferred Tesla & the street light transformer to the new sectionalize cabinet. This is for the feed to the TRPM building.
- Nick Smart, Nick Moore, and Greg Brooke had the quarterly safety subcommittee meeting.
- Opened the transformer at MSP so they could pull in the secondary wire to the new building.
- Dug in secondary conduit in Belle Ayre phased 2 single family section.

Director

- Had a directors meeting.
- Had a staff meeting.
- Worked on the estimate for WSBC phase 2A.
- Had a preconstruction meeting concerning the Veterans Memorial updates.
- Worked on my FY 25 budget.
- Had a meeting with Charles & June on my FY25 budget.
- Responded to the outage with the crew.
- Worked on the bid document for switchgear.
- Had the monthly construction coordination meeting.
- Had a meeting about new radios.

Upcoming Weeks.

- Work on the TRPM project.
- Start working at the KRM building in WSBC.
- Continue working in Belle Ayre single family residence section.
- Continue changing the lights on Sussex Highway to LED.

Councilman King submitted his report on Public Works & WWTF.

Public Works:

- Continued flushing hydrants
- Cleaned 808 Rosetree (took almost 2 days)
- Boarded up 808 Rosetree
- We replaced rear brakes, rotors, and calipers on truck #10
- Installed new hydrant on Third St. near Market
- Installed last water tap for new house on Cedar
- Installed new water service on Venture Dr.
- Sprayed weeds throughout town
- Performed pressure test on Shipley St. Needs new service.
- Filled potholes throughout town
- I attended 2 classes
- Pine St. lift station progress meeting.
- Found sewer depth on Front St. for contractor
- 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

- Plant performance good. Dewatering good. Flows finally starting to go down.
- Electric Dept finished LED pole light installations at WWTF.
- Removed light pole on FE1&2 that had anchors coming loose.
- Murph and Ryne to EPA Pretreatment conference 4/18/-4/19.
- Finalized plan for BFP poly pump #2 conversion from DC to AC (a lot of exploratory surgery). Removed old DC drive. Ordered a new relay required for completion.
- Setup & configured new BNR sampler. – Had a failure about a week in, appear that DC power supply may have failed.
- Scheduling IU inspections for Rapa, Simmons and Brainerd.
- Performed SPCC Plan 5-year review
- Talked with Automation Direct technical support on comms issues with filter PLCs, still having troubles getting HMIs to communicate properly.
- GMB Headworks design meeting 4/19/24.

- Replaced steering bellows on BFP, will be ordering some spares as very difficult item to track down.
- DNREC onsite 4/16 for PFAS sampling of influent/effluent.

Upcoming two weeks:

Public Works

- Replace hydrant on Shipley St.
- Install 2 new water services on North St.
- Finish hydrant flushing
- Continue all routine tasks.

WWTF & COMPOST

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

Mayor Genshaw then called for a motion to adjourn the Regular Council Meeting. Councilman MacCoy 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 7:54 p.m.

Charles D. Anderson, City Manager

/CG