

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

February 13, 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 Economic Development and Community Relations, Trisha Newcomer, Director of Finance and HR, June Merritt, Chief of Police, Marshall Craft, Superintendent of Parks and Recreation, Katie Hickey, and Director of Electric, Bill Bennett, 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 January 23, 2024. Councilman MacCoy made a motion to approve the minutes of the Regular Meeting on January 23, 2024. Councilman Bradley seconded the motion. Mayor Genshaw then asked for a vote; all present voted in favor; the motion so passed.

Representative, Danny Short, presented a pen and ink drawing to the City by Dick Carter.

Director of Electric, Bill Bennett, introduced Chris Andrews who was recently hired as a Groundman with the Electric Department.

Chief of Police, Marshall Craft, introduced Ryan Craft who was recently hired as a Patrolman First Class with the Police Department.

Chief of Police, Marshall Craft, and Accreditation Manager Sergeant, Valerie Horne, presented the State re-accreditation information for the Seaford Police Department.

Public Comment

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

Mr. Dan Cannon from 411 Nylon Blvd shared the following:
Along with out-going Mayor David Genshaw, Seaford's City Council has a long track record of ignoring and/or violating laws. When citizens have called out the city for violating laws, many times Mayor and Council have ignored them and pretended the violations would just go away.

The latest example of such seriously flawed governing is the illegal closure of Magnolia Dr. between Belle Ayre and Woodside Manor with the FARMGATE.

Seaford City Council candidate Ms. Roxanne Knights and Belle Ayre resident Ms. Robin Verette have been informally attempting to put this SNAFU right without success.

Recently, Ms. Varette publicly spelled out the following violations of law by Mayor and Council:

1. Seaford Charter, Section 28, "Streets"
2. Seaford Subdivision Regulations ordinance, Section 611, "Cul-de-Sac Streets"
3. Delaware Code, Title 11, Dection 1323, "Obstructing Public Passages"
4. Delaware Code, Title 17 (Highways), Section 503, "Nuisance; Penalty"

My English interpretations are:

- A. Mayor and Council are being accused of making an illegal decision to close off Magnolia Drive connecting Belle Ayre and Woodside Manor;
- B. A major reason for this accusation is the city's failure to follow legally required procedures in its Charter, especially failure to hold a public hearing;
- C. In addition, the FARMGATE created an illegal "cul-de-sac" which is prohibited in the city's own "Subdivision Regulations";
- D. By "obstructing a public passage (i.e. Magnolia Dr.)", the city has also violated Delaware law and exceeded the scope of its authority.

Over several years independent and unbiased "evaluators" including the Delaware Department of Justice, the Delaware Department of Elections and Delaware Court of Chancery have each rendered MULTIPLE FINDINGS OF LEGAL VIOLATIONS BY THE CITY OF SEAFORD* after citizen complaints.

Having received no satisfactory resolution to the FARMGATE from Mayor and Council, citizens Knights, Varette and Thompson have now approached the Delaware Department of Justice seeking redress.

Continuing to ignore and/or pretend that this current legal matter will just go away is an extremely lousy governing strategy by the current Mayor and Council.

Importantly, all the sitting Council members who approved the FARMGATE decision have shown interest in at least one of the elections** to be contested on 4/20/24.

Does anyone really believe citizens will want newly elected members of Mayor and Council to continue governing like this?

*Based on documentary evidence.

**For Mayor and two seats on City Council.

Correspondence

There was none.

New Business

Mayor Genshaw presented New Business Item #1: Representative Danny Short to present plans for new flagpoles, lighting, and other amenities to be added to Kiwanis Park Memorial,

and request partnership funding from the city.

Representative, Danny Short, presented a sketch and explained the details of the proposed improvement plans for the Kiwanis Park Memorial.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman Holland made a Motion to approve the proposal of Representative Danny Short for new flagpoles, lighting, and other amenities to be added to Kiwanis Park Memorial, and to provide a funding contribution of \$20,000 from the City 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 #2: Appointments for the Election Officers and Board of Elections for the 2024 Municipal Election.

City Manager, Charles Anderson, shared the information. Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman Holland made a Motion to approve the recommendation appointments for the Election Officers and Board of Elections for the 2024 Municipal Election, 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 request from Kathy Anger, Credit Manager, to set formal Real Estate Tax Appeals to City Council for February 27, 2024, from 7:00 p.m. until 8:00 p.m.

Director of Finance and HR, June Merritt, presented the request to set the Real Estate Tax Appeal date. Mayor Genshaw reminded Council of the Tax Appeal process. City Manager, Charles Anderson, added that the entire Council needs to present on this date.

Mayor Genshaw solicited any questions from Council; there were none. He then called for a motion. Councilman Holland made a Motion to approve the recommendation from Kathy Anger, Credit Manager to set formal Real Estate Tax Appeals to City Council for February 27, 2024, from 7:00 p.m. until 8:00 p.m. 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 #4: Bids – High Street Landscaping Maintenance.

Superintendent of Parks and Recreational, Katie Hickey, presented the bids for High Street Landscaping Maintenance. There were two bids received. The recommendation is to award the bid to the lowest bidder, Sullivan's Landscaping & Maintenance in the amount of \$45,363.35.

Mayor Genshaw solicited any questions from Council; there were none. Mayor Genshaw inquired how does this price compare to our previous. Miss Hickey stated it is three times higher. He then called for a motion. Councilman Bradley made a Motion to award the bid for High Street Landscaping Maintenance to Sullivan's Landscaping and Maintenance in the amount of

\$45,363.35 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 #5: Bids – City Landscaping Maintenance.

Superintendent of Parks and Recreational, Katie Hickey, presented the bids for the City Landscaping Maintenance. There was one bid received. Recommendation is to award the bid to the only bidder, Matt Holland Landscape Services.

Mayor Genshaw solicited any questions from Council; Councilman Henderson inquired if there was a reason why Sullivan's Landscaping and Maintenance did not place a bid for the City Landscaping Maintenance. Miss Hickey stated their main interest was High Street Maintenance.

Mayor Genshaw solicited any additional questions from Council; there were none. He then called for a motion. Councilman Bradley made a Motion to award the bid for City Landscaping Maintenance to Matt Holland Landscape Services in the amount of \$89,630.00 as presented. Councilman Holland 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:

CITY OF SEAFORD **Municipal Election – Saturday April 20, 2024**

The City of Seaford Municipal Election will be held on Saturday, April 20, 2024, 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) Mayor will be elected for a (2) year term.

Councilman Matt MacCoy has filed for Mayor.

Jose Santos has filed for Mayor.

Two (2) Council Members will be elected for a (3) year term.

Allan Quillen has filed for Council.

Roxanne Knights has filed for Council.

Stephanie Grassett has filed for Council.

All candidates must have filed by 4:00 p.m., E.S.T., Friday, February 23, 2024. 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 23, 2024, 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 22, 2024.**

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 20, 2023) 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 22, 2024. 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.

LIASON REPORTS:

Councilman Bradley reported on Code, Parks, and Recreation.

Accomplished week of 1/22

Parks – Worked on snow removal along bridge, sports complex sidewalks, & Hoopers Landing
Parks – Removed old Nutter Park sign, installed new park sign and posts
Parks – Cleaned up brush/branches around Hooper’s Landing
Rec. – Held fourth week of youth basketball games
Rec. – Advertised for youth soccer – around 30 kids registered so far
Rec. – Held 7 th week of Youth Wrestling Clinic
Parks&Rec. – Re-organized and distributed park locks information to department heads
Parks&Rec. – Began working on 2023 evaluations

Parks&Rec. – Participated in the Planning Session with Mayor & Council on 1/26

Accomplished week of 1/29

Parks – Began clearing brush for fence installation at sports complex

Parks – Met with electric department and assisted with unhooking electric to old football shed to prep for new one

Parks – Inventoried soccer goals, nets, and paint to prep for upcoming Spring season

Rec. – Held fifth week of youth basketball games and began distributing pictures

Rec. – Coordinated with school on basketball playoff schedule and submitted February schedule to DIAA referees

Rec. – Held final week of youth Wrestling Clinic – was a great success and the head coach committed to have it back next year

Parks&Rec. – Met with landscaper interested in High Street Maintenance Bid

Parks&Rec. – Continued getting pricing for FY25 projects/budget

Parks&Rec. – Coordinated with New Holland Chain Link on arrival and installation of privacy fence

Accomplished week of 2/5

Parks – Completed clearing out and chipping brush for fence installation on Wednesday & Thursday

Parks – Removed couch and chair out of the deep cut along Cedar Ave

Parks – Demolished old football shed – new one to be installed by 2/19

Rec. – Held sixth week of youth basketball games – ordered trophies for championship & skills competition

Rec. – Have 40+ participants registered for youth soccer – registration ends 2/23

Rec. – Created skills competition flyers for youth basketball and began working on basketball playoff bracket (to begin 2/13)

Parks&Rec. – Met with Bobby & New Holland Chain Link to confirm exact placement of fence installation

Parks&Rec. – Confirmed annual Light It Up Blue Autism Awareness date (4/15 at 6:30pm)

Parks&Rec. – Worked on updating Friday Night Live details for monthly Seaford Tomorrow meeting (2/12)

Code Department Report

- Issuing permits (49 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 45 lots.
- East Park Business Center – Kent is working on the plans for the 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 is purchasing the remainder of the lots.
- Western Sussex Business Campus – Working on installing the exterior wall coverings.
- Nylon Capital – Contractors are preparing for demolitions.

Councilman Henderson reported on Police & Fire.

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	135 calls	3.1
January 2024	105 calls	3.3
February 2024	30 calls*	2.5

*Call per day so far in month

EMS Statistics

Month / Year	Calls to date	Call per day
Total 2023	591 calls	13.7
January 2024	448 calls	14.4
February 2024	143 calls*	11.9

*Call per
in month

Department Responses

Month / Year	Calls to date	Call per day
Total 2024	726 Calls	16.8

Other Statistics

Statistic	DATE	FIRE	EMS	Total Year
Hours in Service	January 2024	92:55	254.7	347.25
Personnel in Service	January 2024	829	859	1688
Total Personnel Hours	January 2024	250:06	545.0	795.06
Miles Traveled	January 2024	951.4	2815	3766.4

Response	FIRE/Year	EMS /Year
In City	59	268
Out of City	31	165
Assist	15	15
Total	105	448

- All Fire responses are not up to date until QA of reports at end of month.

Significant Incidents

- 1/20/24; (City) Commercial Structure Fire- 183 Kent Drive- Bathroom Fire
- 1/31/24; (City) High Angle Rescue Agriculture– 300 New Street – Worker on high platform with medical condition.
- 2/5/24; (Assist 71) Residential Structure Fire- 28051 Pine Ridge Drive - Electrical

Apparatus Status

- All Apparatus are currently in service.

Fuel Usage January 2024

# Usage	Gallons Used	Total Fuel Cost	Gross Cost	Net Cost	Unleaded	Diesel
80 times	1209.23	4135.14	4135.14	3880.29	44 times used	36 times used
Fire	14 times	EMS	48 Times	Support	18 Times	

Training

- Last Training

- Wednesday, February 7, 2024, at Station 71- Engine and Crew Assignment- joint training with Seaford and Blades (50 personnel attended)
- Next Training:
 - Wednesday, February 21, 2024, at Station 87 – Elevator Rescue Review

**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: 01/01/2024 | End Date: 12/31/2024**

	CLASS COUNT	TOTAL CLASS HOURS	COUNT OF PEOPLE	TOTAL MAN HOURS
Career Daily Training	25	21:30	86	82:00
DSFS Core Classes	1	30:00	1	30:00
Firefighter Training	6	6:00	22	21:30
Inservice Department Training	1	1:00	4	4:00
Probationary/Junior Training	2	1:30	8	7:00
Special Operations Training	2	41:30	10	53:30
Wednesday Training Nights	3	9:00	45	135:00
GRAND TOTALS:	40	110:30	176	333:00

Emergency Medical Services

- Interview / Testing completed (4) candidates for (3) Positions. Offers made and have had (2) accepted. Will begin working Feb-26th for a week of Orientation
- EMT Program with DSFS is conducting "Ride Along" numerous have contacted 87, Working students in for patient contacts

News and Events

2024 Community Events, Meetings, and Fire Prevention Total

# of Events	Total Personnel	Total hours
11	147	228.5

- February 4, 2024 – Seaford Volunteer Fire Department Annual Banquet
 - Following member were recognized for work in 2023
- **Volunteer of the Year:**
 - Jon Stevenson
- **President's Award:**
 - Derek Adams
- **Fire Chief's Award:**
 - Armor Rice
- **Career Service person of the Year:**
 - Hunter Blake
- **Rookie of the Year:**
 - Cameron Drace

- **Junior of the Year:**
 - Carson Hastings
- **Top 10 Fire Responders 2023**
 - 1- Ron Marvel 515 calls
 - 2- Matt Read 481 calls
 - 3- Steve Flood 420 calls
 - 4- Jack Wilson 401 calls
 - 5- Ben O'Bier 354 calls
 - 6- Trevor Holmes 312 calls
 - 7- Robert Sharp 312 calls
 - 8- Carson Hastings 207 calls
 - 9- Chase Flood 198 calls
 - 10- Logan Wolf 181 calls
- **Fire Police Responders 2023**
 - 1- Rick Stewart 386 calls
 - 2- Gary Moore 355 calls
 - 3- Kenneth Tull 116 calls
 - 4- Frank Bradley 97 calls
 - 5- Jim Walsh 66 calls
 - 6- William Kohler 45 calls

Seaford Police Department

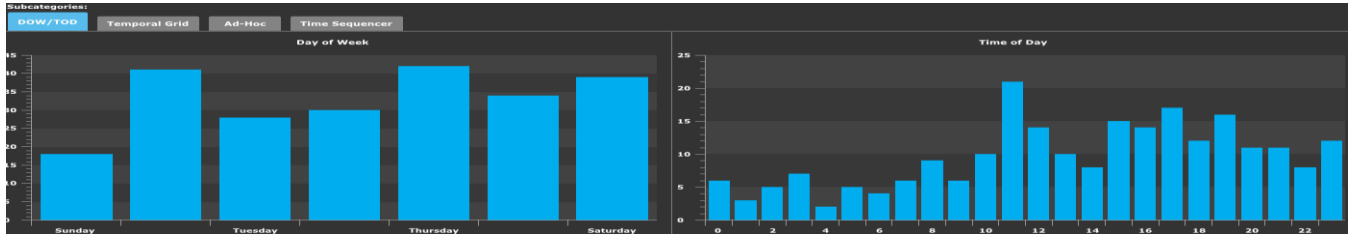
Police Activity during period of **Monday, January 22, 2024 – Sunday, February 11, 2024** as

INCIDENTS	2024	2023	2022	2021	2020
TOTAL COMPLAINTS	1,043	11,112	9,593	10,686	10,141
All crimes	464	5,010	6,164	6,107	5,803
Robbery	2	24	8	14	9
Sex Crimes	1	25	18	30	39
Burglary	6 (3 Burg/ 3 TFV)	122 (58 Burg/64 TFV)	197	133	175
Drug Crimes	49	285	444	416	199
Overdose	10	43	31	26	26
All Traffic (E-Tickets)	640 (262)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)	7,770/ (1,448)
All DUI	2	72	79	71	44
All Crashes	76	684	656	620	533
False Alarms	11	343	546	521	426

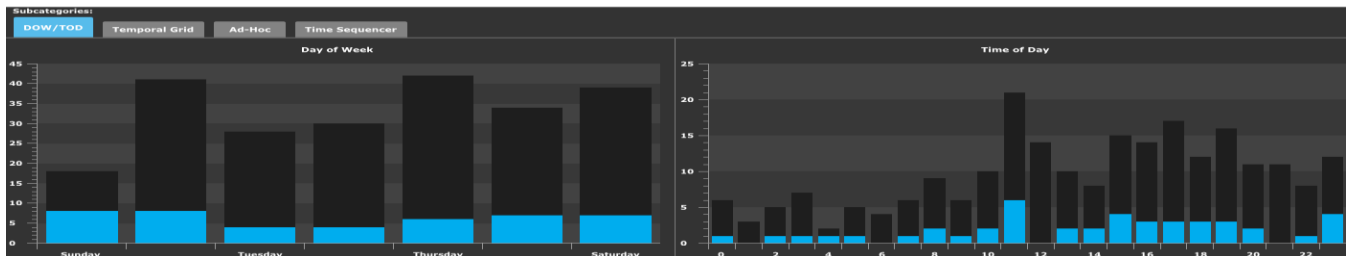
reported by Chief Marshal Craft, Jr.:

- All crimes: **232** (defendants: **23** adults & **3** Juvenile)
 - Felony: **26**
 - Misdemeanor: **56**

- Violations: **6**
- Civil: **0**
- Other: **88**
- **81% Clearance Rate** (overall = **34 PA** and **11 PI**) Mon, Tue & Sat from 0800-2300 (**See Crime Chart Below**)



Additional Crime Data below: There were a total of **44 complaints** consisting of Assault, Agg. Assault, Fraud, Larceny, Rape, Weapon, and Stolen Vehicle: (**18 Felony** and **26 Misdemeanors**); Excludes Shoplifting: (**43% clearance rate**): **18 PA, 7 PI, 6 A/A, 2 J/A, 11 E/C, and 0 U/F**. Most incidents occurred on Sunday and Monday from 1100-1900.



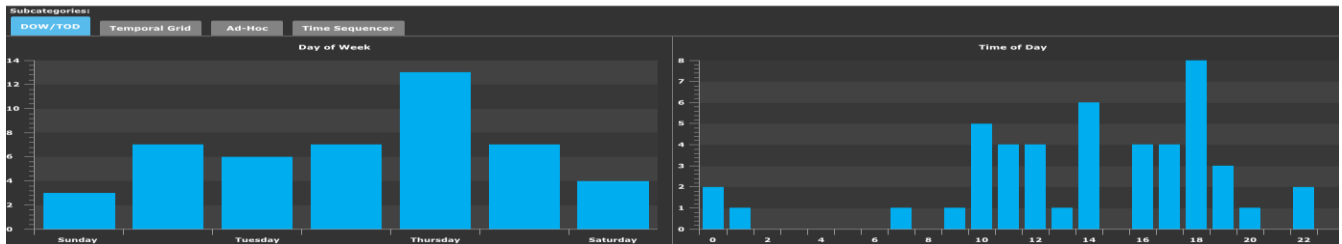
Drug Complaints:

- Drug Crimes: **29**
 - Adult Arrest: **28**
 - Juvenile Arrest: **0**
 - Juvenile/No Custody: **0**
 - Pending Active: **1**
 - Pending In-active: **0**
 - Prosecution declined: **0**
- Search Warrant(s): **2**
- Overdose: **6 (Walmart- x1, Royal Farms - x2, Spruce St, Family Dollar x1 & N. King St.)**

Traffic:

- Contacts/Citations: **326** traffic contacts resulting in **151** citations and **25** warnings
- DUI: **1** (1-Alcohol & 0-drug related) **1 - Crash related**
- Crashes: **47**
 - Fatal: **0**
 - Injury: **5** (Stein Hwy x3, Sussex Hwy, and Bridgeville Hwy.)
 - Non-Reportable: **25**

- Reportable: 17
- **Additional Information: Driver Inattention – the primary cause of accidents)**
 - Hit & Run: 10 (Front St x2, High St, N. Mkt St x2, Private Prop x3, Sussex Hwy and Stein Hwy.)
 - Bicycle: 0
 - Motorcycle/Scooter: 1
 - Pedestrian: 0
 - School Bus: 0
 - Alcohol/drug-related crash: 1
- Incidents: Thursday from 1000-1900 (See Crash chart below)



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

- 01/22/24: SPD Officer observed defendant Charles Honaker entering the passenger side of a vehicle in the parking lot of WAWA. As the vehicle drove away, the officer conducted an inquiry and confirmed Honaker to be a local fugitive on 7 capias ref Violation of Probation. A Traffic stop was initiated and the driver, Adam Atkins, also had active capias(s). Further investigation revealed that Honaker and Atkins had possession of 3.3 grams of crack cocaine, and 26 bags of heroin along with a crack and meth pipe and scales. Both were arrested on related charges. #71-24-614.
- 01/26/24: SPD, while conducting business checks, discovered the front window of Delmar VAPE had been smashed with clear signs of entry. Further investigation revealed that two unknown male suspects smashed the front glass window, jumped the counter, grabbed a small amount of vape product, and fled toward Lowes. #71-24-714. A second incident occurred on 01/28/24, 71-24-783. Both cases are pending active.
- 01/26/24: SPD dispatched to a domestic-related Aggravated Menacing. Investigation revealed the defendant, Raymond Smack, arrived home intoxicated, grabbed a butcher knife, and threatened to kill the victim. Upon officers arriving at the scene, Smack was found passed out in the living room while still holding the butcher knife. The Defendant was arrested and committed to SCI. #71-24-746.
- 01/27/24: SPD investigated numerous attempted thefts of vehicles and thefts from vehicles. Investigation revealed that unknown suspect(s) were attempting to steal Kia and Hyundai model vehicles by busting the steering column and attempting to hot wire same. One Kia was stolen, driven to Blades, and set on fire. The incidents occurred in and around the areas of Hall St., Arch St., and on Sussex Highway at Mortel 6 - the cases are pending active #71-24-750; 751; 752; 756, and 757.

- 01/28/24: SPD dispatched to Cannon St. for a reported Assault 1, and PDWDCF. Investigation revealed suspect Eduardo Canti-Quib was intoxicated, grabbed a large knife, and slashed his roommate causing serious injury. The victim was transported to Tidal Health for treatment. The case is pending active, #71-24-782.
- 01/30/24: SPD dispatched to Walgreens for a reported attempted kidnapping. Investigation revealed that an unknown black male approached a female victim and attempted to engage in a conversation. When the victim declined, he pulled out a pair of handcuffs and attempted to grab her arm. The suspect was described as wearing a camo jacket and blue beanie. He fled the store with two other unknown subjects operating a black Chevy sedan. The case is pending active, #71-24-836.
- 02/08/24: SPD dispatched to a domestic-related assault on Virginia Avenue. Upon arrival, officers discovered that the defendant, Andrew Harris, rammed the victim's vehicle with his vehicle multiple times and almost ran over her when she exited her vehicle. The defendant then assaulted the victim and fled the scene. SPD located Harris at his residence and apprehended him without incident. Harris was arrested on assault and reckless endangerment charges. #71-24-1119.
- 02/11/24: SPD assisted LPD with a shooting incident that occurred on Daniels Street (Carvel Gardens Apartments.) LPD observed a vehicle fleeing the scene N/B on Alternate 13 toward Seaford. DSP deployed stop sticks in Blades striking several of the vehicle's tires, but the vehicle continued into Seaford. SPD and several other units located the vehicle with four occupants, one of whom was a gunshot victim. The vehicle was secured and three subjects were transported to SPD and TOT LPD. 71-24-1226.

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 01/23/24: Applicant Interviews for Call Center – Chief, D. Chief, Director Personnel and City Manager
- 01/24/24: Seaford Community of Hope meeting - Chief
- 01/26/24: Planning Session - Chief with Mayor, Council, City Manager, and all department heads
- 01/30/24: Group Violence Intervention 'GVI' meeting at SPD - Chief and all admin
- 02/06/24: Boys & Girls Club Meeting at SPD - Chief and D. Chief
- 02/07/24: Coffee with Danny (Rep. Short) - D. Chief
- 02/07/24: Surveillance Monitoring Initiative 'SMI': All SPD Admin, City Manager, Vice Mayor and many other
- 02/08/24: Sergeants Meeting - Sergeants, Admin and Chief
- 02/08/24: OD Response Center meeting at SPD - Chief and PDP program clinicians

Community Events:

- 02/03/24: Polar Bear Plunge - Det./SRO Wingate, Cpl. J. Matthews and CADET
- 02/07/24: Attended/Presented at Soroptimist Club meeting on 'Human Trafficking' - Chief

Training/Other:

- SPEAR Team Training (regular & ongoing) - Team Members

- 02/02/24: Police Applicant Testing - Lt. Mills
- Upcoming training: 03/04/24 - 03/07/24: Less Lethal Instructor Course - S. Cpl. Jones

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	55	44	11	523	455	68	630	571	59	586	511	75	499	428	71

Councilman Holland reported on Administration.

MEETINGS:

- Attended the DEMEC Executive Committee and Board meetings.
- Participated in the Customer Service Interviews.
- Attended the quarterly golf course meeting.
- Attended Rep. Shorts coffee meeting.
- Attended the Surveillance Monitoring Initiative meeting with Chief Craft.
- Attended Safe Streets for All grant kickoff meeting.
- Met with DR Horton representatives regarding possible incentive options.

OTHER WORK:

- Attended the maintenance and landscaping bid openings.
- Met with Bill and Trisha at the Oyster House Park to determine lighting locations.
- Attended a meeting with Century Seals regarding potential expansion options.
- Attended the legislator's night at SCAT.

INFORMATION TECHNOLOGY REPORT:

- Installed new cameras at the Arbutus Pump, Soroptimist Park, Parks Shop and City Hall.
- Corrected phone system communication issues at the Police Department and Parks & Recreation.
- Fiber work at various locations around the City.
- Work on compiling budget numbers for departments.
- Routine calls for technical assistance.

ADMINISTRATION REPORT FOR COUNCIL:

- Continue working with auditors.
- Attend DEMEC Board meeting.

- Participate in Customer Service Representative interviews.
- Distribute FY'25 Budget schedule and workpapers.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman MacCoy reported on Electric.

Crew

- Nick M worked with Jay on the SCADA controls for our automatic capacitor banks.
- Greg B did the job interviews.
- Worked on several automatic capacitor banks to hook them up to SCADA control.
- Changed a bad arrestor on Front St.
- Replaced fuses at Eastern Shore Metal form the storm Saturday night.
- Loaded old transformers up to be recycled by Southeastern Transformer.
- Helped Blades take down their Christmas lights.
- Worked with Gary on camera installations.
- Had a pole hit on Middleford RD 2/1/24.
- Worked with Gary on a fiber issue on Eskridge Hwy.
- Fixed a yard that we had to get in during a storm and left ruts.
- Changed a transformer, primary wire and secondary wire on Washington St.

Director

- Had a directors meeting.
- Had a staff meeting.
- Had my council liaison meeting.
- Had the monthly construction coordination meeting.
- Had job interviews.
- Had a zoom meeting about the new solar powered light poles for Nutter Park & OHP.
- Had a webinar about links on our website from DEMEC.
- Reviewed a solar application from a resident.
- Had a zoom meeting about the Seaford Innovation Center project.
- Worked with the crew at the pole on Middleford Rd.
- Took delivery of the new dump truck for the chipper.
- Worked on the FY 25 budget.
- Started working on the annual evaluations for the department employees.
- Sent in a survey to DEMEC on our distribution system.
- Worked on the estimate for lights at the Veteran's Memorial.
- Had a meeting with our engineer about the Seaford Innovation project.

Upcoming Weeks.

- 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 was not present but submitted a report on Public Works & WWTF.

Past two weeks:

Public Works:

- Replaced service valve to NAPA
- Had bore done for water service on Sussex Ave. and installed new tap and service line
- Fencing under the Middleford road bridge completed and locked
- Had 12" valve replaced at 534 water treatment building
- Replaced heat trace at Spruce tower
- Puled Dolby pump for a clog
- Changing out more water meter registers and antennas
- Replaced various signs in east side of the city
- Repaired broken pipe to catch basin on Budd St.
- Installed new pump at Manor House lift station
- Finished cleaning key sewers
- Submitted all year end reports
- 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 running well, flows remain elevated, elevated BOD loading as well, increases in wasting to keep MLSS under control.
- Finished RAS pump #1 and #2 installation and online, running well.
- Still issues with West filter HMI, will be replacing PLC.
- Performed quarterly sampling.
- Review 4QT2023 sludge handling costs
- Completed and submitted Lab QA/QC annual report.
- Completed and submitted EPA sludge annual report.
- Completed annual solar performance report.
- Worked with Ryne on completion of data portion for annual EPA pretreatment report.
- Repaired/converted misc. lighting to LED.

Upcoming two weeks:

Public Works

- Install 4 new water services on Cedar Ave.
- Install 2 new water services on North St.
- Install new pump at Manor house lift station
- 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 7:49 p.m.

Charles D. Anderson, City Manager

/CG