

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS...

- ✓ **Town Council Meeting:** Wednesday, March 12<sup>th</sup>, at 6:30 PM: Executive Session; 7:00 PM Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, March 19<sup>th</sup>, 6:00 PM, Town Hall
  1. Public Hearing
    - Conditional Use–827 East Market Street (Chamber Office)
  2. Regular Meeting
    - Site Plan Review–502 South Bedford Street (Marvel Museum)
    - Historic Review–128 East Market Street (Signage)
    - Historic Review–26 The Circle (Exterior Renovations)

## UPDATES FROM DEPARTMENTS...

### **Finance**

- As of March 4<sup>th</sup>, the Town had collected \$736,421 (94%) of the January 2014 utility billing
- Disconnect Notices were posted on 89 properties (failure to pay January 2014 utility billing)–Disconnect is scheduled for March 20<sup>th</sup>
- Meter reading for April 2014 utility billing underway
- Real Estate Transfer Tax Summary (February 2014)

	February 2014		February 2013	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$8,070	\$197,192	\$9,546	\$117,998

### **Planning**

- No report this week

### **Police**

- Significant Incident Reports distributed as received
- Emergency Response Team (ERT) assisted Dover PD (and other agencies) with various simultaneous actions
- Met with Dunbarton Apartments management

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## **Public Works**

- Meter reading for April 2014 utility billing underway
- Construction on the Event Stage continues (see photo 1)
- All snow removal equipment has been serviced/repaired and is ready for service

## **Wastewater**

- Large Lagoon depth is 17 ¾ feet and Small Lagoon depth is 5 ¾ feet
- Contacted Synagro regarding timing for sludge removal
- Pump 2 at Cinderberry pump station pulled for repair

## TOWN MANAGER'S UPDATE...

- Attended Delaware Arborist Conference. Excellent information on tree disease, safe removal of trees and use of trees in storm water management applications
- Provided Office of State Planning information on utility fees related to Sussex Tech
- Attended Sussex County Associations of Towns dinner meeting–topic was University of Delaware College of Health Sciences and efforts in Sussex County (Sue Barlow, Linda Dennis, Gene Dvornick, Bill West)
- Attended SCAT Steering Committee–reviewed newly discussed legislation (Downtown Development Districts, Clean Water Initiative). Legislative Committee will be meeting on Tuesday, March 11<sup>th</sup>, to begin work on Legislative Presentation
- Met with Dunbarton Apartments management to discuss issues of common concern (Gene Dvornick, Chief Topping)
- Met with local business owner regarding police department issues (Gene Dvornick, Chief Topping)
- Met with representatives of U. S. Department of Housing and Urban Development (HUD) to discuss our Transitional Housing Task Force and Proposed Ordinance (Linda Dennis, Barbara Delaney – HUD, Gene Dvornick, Stephanie Hansen, Melody Taylor-Blancher–HUD)

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**Photo 1 - Event Stage under Construction**

***PLEASE NOTE THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT  
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***