

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Offices Closed:** Monday, September 1<sup>st</sup>, in observance of Labor Day
- ✓ **Sussex County Association of Towns:** Wednesday, September 3<sup>rd</sup>, at 6:00 PM, hosted by Sussex County Association of Realtors
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, September 5<sup>th</sup>, at 9:00 AM, Arena's at the Airport
- ✓ **Town Council Meeting:** Wednesday, September 10<sup>th</sup>, 7:00 PM: Regular Meeting, Town Hall

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of August 29<sup>th</sup>, the Town has collected:
  - \$1,420,969 (96%) of the FY 2015 Property Tax Billing (\$1,474,559)
  - \$734,187 (90%) of the July utility billing (\$811,993)
- Utility disconnect letters are scheduled to be sent out on Tuesday, September 2<sup>nd</sup>

### **Public Works**

- Concrete repairs made to various areas throughout Town (see photos 1 & 2)
- Downtown clean up completed in preparation for Thursday Night concert
- South Railroad Avenue Well & Treatment Project continues to move forward (see photo 3)
- Town of Georgetown received a 2013 Water Fluoridation Quality Award

### **Planning**

- Primeros Pasos Final re-submittal made on August 26<sup>th</sup>
- Shops of College Park, Building A shell permit issued
- Office of State Planning, Comprehensive Plan Pre-Update PLUS meeting was on August 27<sup>th</sup>

### **Police**

- Significant Incident Reports and Press Releases distributed as prepared
- "No Yard Sale" signage to be installed in Little League Parking Area at entrances off East Market Street (see photo 4)

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## Wastewater

- Large Lagoon depth is 6 ½ feet and Small Lagoon depth is 4 feet
- Experiencing issues at the Gordy Street pump station – pumps pulled to investigate
- Installed six (6) mushroom drain valves on piping at Pettyjohn Woods (to help pipes drain automatically)
- Final crop cut (hay) anticipated by September 5<sup>th</sup>

## TOWN MANAGER'S UPDATE ...

- Prepared correspondence for mailing to delinquent out-of-town sewer customers (6 letters mailed on August 25<sup>th</sup>)
- Participated in webinar presentation from Passport Parking regarding Pay-by-Phone opportunity for paying parking meters (Gene Dvornick, Laura Givens, Elaine Reynolds)
- Met with DRWA representatives to discuss Clear Well requirements and concerns at the New South Railroad Avenue Water Treatment Plant
- Progress Meeting for South Railroad Avenue Project:
  - ✓ 25% complete as to contract time (45 days/185 days)
  - ✓ 32% complete as to contract billing (\$495,340/\$1,555,647)
  - ✓ Project remains slightly ahead of schedule
- Contacted DHSS and arranged assistance for homeless individual
- Met with representatives of the Marvel Museum to review project status and address questions (Jim Bowden, Gene Dvornick, Jocelyn Godwin, Sue Messick, John Roach)
- Presented Comprehensive Plan Pre-Update Application to Office of State Planning, PLUS Meeting (Linda Dennis, Gene Dvornick, Jocelyn Godwin)
- Met with representatives of Microtel by Wyndham and Kent Signs regarding signage issues (Gene Dvornick, Ernie Felici, Jocelyn Godwin, Bob Ruggio)
- Completed and submitted DNREC Surface Water Planning Grant Application
- Started FY 2014 Urban and Community Forestry Grant Application – prepared and issued RFP for Tree Removal on the Circle
- Advantech completed installation of Building Access System

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**Photo 1 – Concrete Repair (Depot Street)**



**Photo 2 - Concrete Repair (East Market Street)**



**Photo 3 - South Railroad Avenue Water Treatment Building**

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Photo 4 - Signage for Little League Parking Area

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