

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Planning Commission:** Wednesday, December 16th, 6:00 PM, Town Hall
 1. Site Plan Review – US 113 and Gordy Street (4,800 SF retail)
 2. Historic Review – 32 The Circle
- ✓ **Town Offices Closed:** Thursday, December 24th, ½ day Christmas Eve
- ✓ **Town Offices Closed:** Friday, December 25th, Christmas Day

UPDATES FROM DEPARTMENTS ...

Finance

- As of December 11th, the Town has collected \$868,360 (92%) of the October 2015 Utility Billing (\$939,353)
- Water disconnects for non-payment are scheduled for Wednesday, December 16th
- Facilitated the Annual Employee Benefits Meeting
- Real Estate Transfer Tax Summary (March 2015)

	November 2015		November 2014	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$14,708	\$157,498	\$10,026	\$129,641

Wastewater

- Lagoon depths: Large Lagoon is 5.25 feet and Small Lagoon is 2.50 feet this weekend some effluent will be transferred from the Large Lagoon to the Small Lagoon
- Assisted public works with the repair of two (2) sewer laterals that got bored through during the installation of the broadband wire around town
- Used vacuum truck to clean out the wet wells at The Plaza and Big Park station
- Cleaned out Chlorine distribution system at Cedar lane (water back flowed and got into all the lines)
- Using millings on the road through Pettyjohn Woods to fill in low spots

Public Works

- Repaired Water Main break on Albury Avenue and Savannah Road
- Repaired two (2) sewer laterals damaged during the installation of the broadband ring
- Cold patching of potholes town-wide
- Water meter rereads for January billing

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Planning

- Biden Avenue Utility Plan – Engineer comments to applicant on December 8th
- Sussex Academy Building Permit issued on December 11th, 30,000 SF addition
- Held Predevelopment Meeting with 401 North Bedford Street – Counseling Center
- Three (3) new business licenses through MetroRev - \$720.00 (\$12,000 year to date)

Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Experiencing a reduction in the number of Shoplifting, Residential Burglaries, and Robberies during the last six months when compared to the same time period in 2014 (Shoplifting incidents have decreased by 27%, Residential Burglaries have decreased by 25%, and Robberies are down 75%)
- Modified our Fund To Combat Violent Crime Grant to purchase a digital video camera for one of the new police vehicles (cost of the new equipment is approximately \$6,000.00) - removing camera systems from two (2) non-patrol vehicles and having them installed in the remaining two (2) new police vehicles
- 88 hours of additional special duty assignments (Foot Patrols, Traffic Safety, and DUI) scheduled for the next 3 weeks

TOWN MANAGER'S UPDATE ...

- Met with new owner of 401 North Bedford Street to learn about the Joseph Patrick Fabber, Jr. Foundation and plans for an adolescent counseling center (Gene Dvornick, Bill West)
- “Chair of Honor” Dedication took place on Monday, December 7th (see photo 1)
- Water line at the Intersection of Savannah Road, Albury Avenue, and Cedar Street struck by S & N Communications while performing directional boring – repairs completed same day by Public Works
- Met with representatives of Broad Valley Micro Fiber Networks to discuss opportunities for the Town of Georgetown to leverage off the Georgetown Broadband Ring (Gene Dvornick, Laura Givens)
- Attended Water Infrastructure Advisory Council Meeting
- Participated in conference call regarding street banners and sponsorship through CGI Communications (Gene Dvornick, Angie Townsend)

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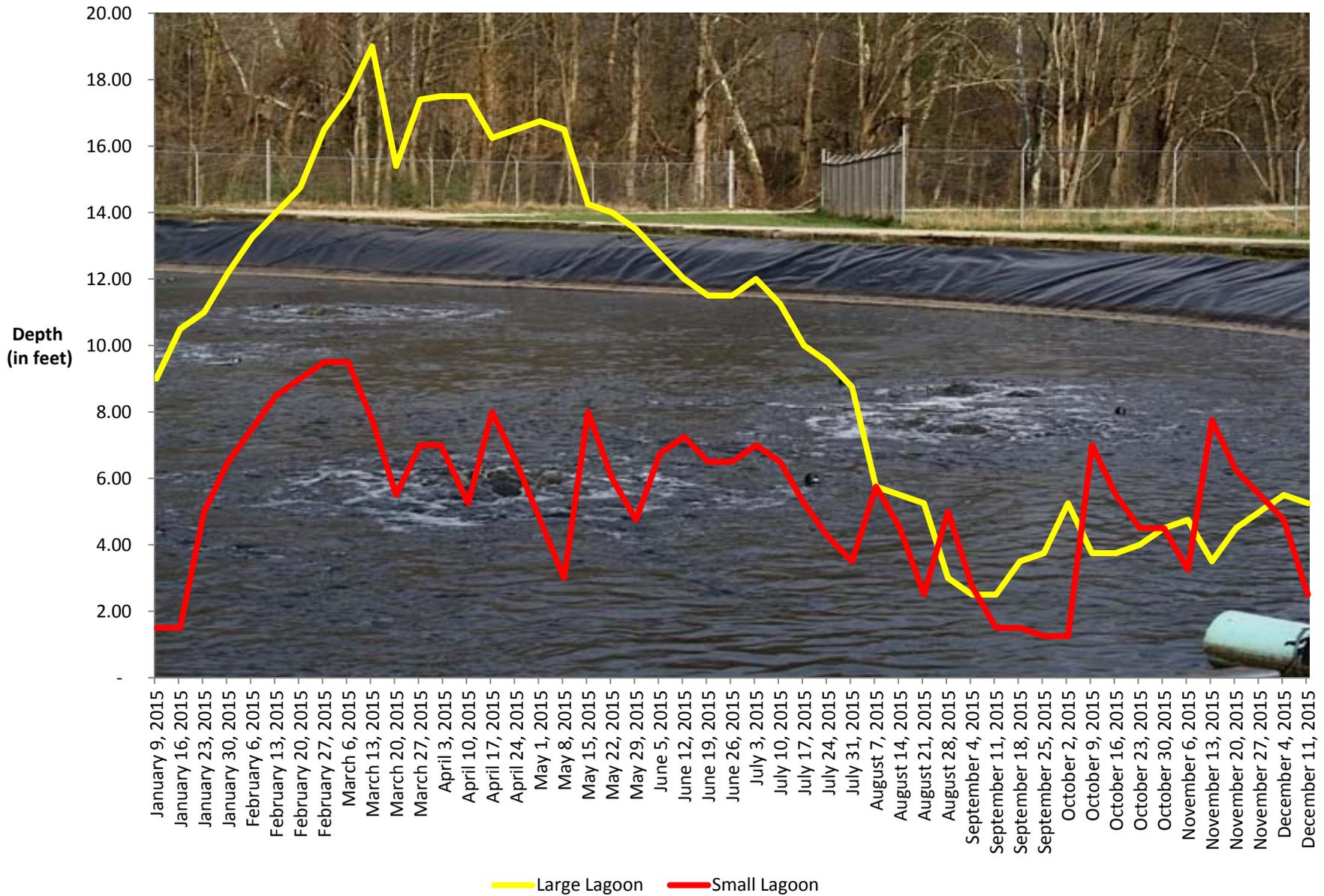
- Met with representatives of the Office of Drinking Water to discuss Water Infrastructure Needs Assessment, financial analysis, and stakeholder education (Bill Bradley, Gene Dvornick, Laura Givens)
- Answered questions from local and regional realtors regarding properties in Georgetown
- Reviewed Applications for Maintenance I position - 19 submitted, 5 selected for interview (to be scheduled for early January 2016)
- Distributed [Downtown Development District Community Survey](#) to the Georgetown Chamber of Commerce and Sussex County requesting it be distributed to all members and employees

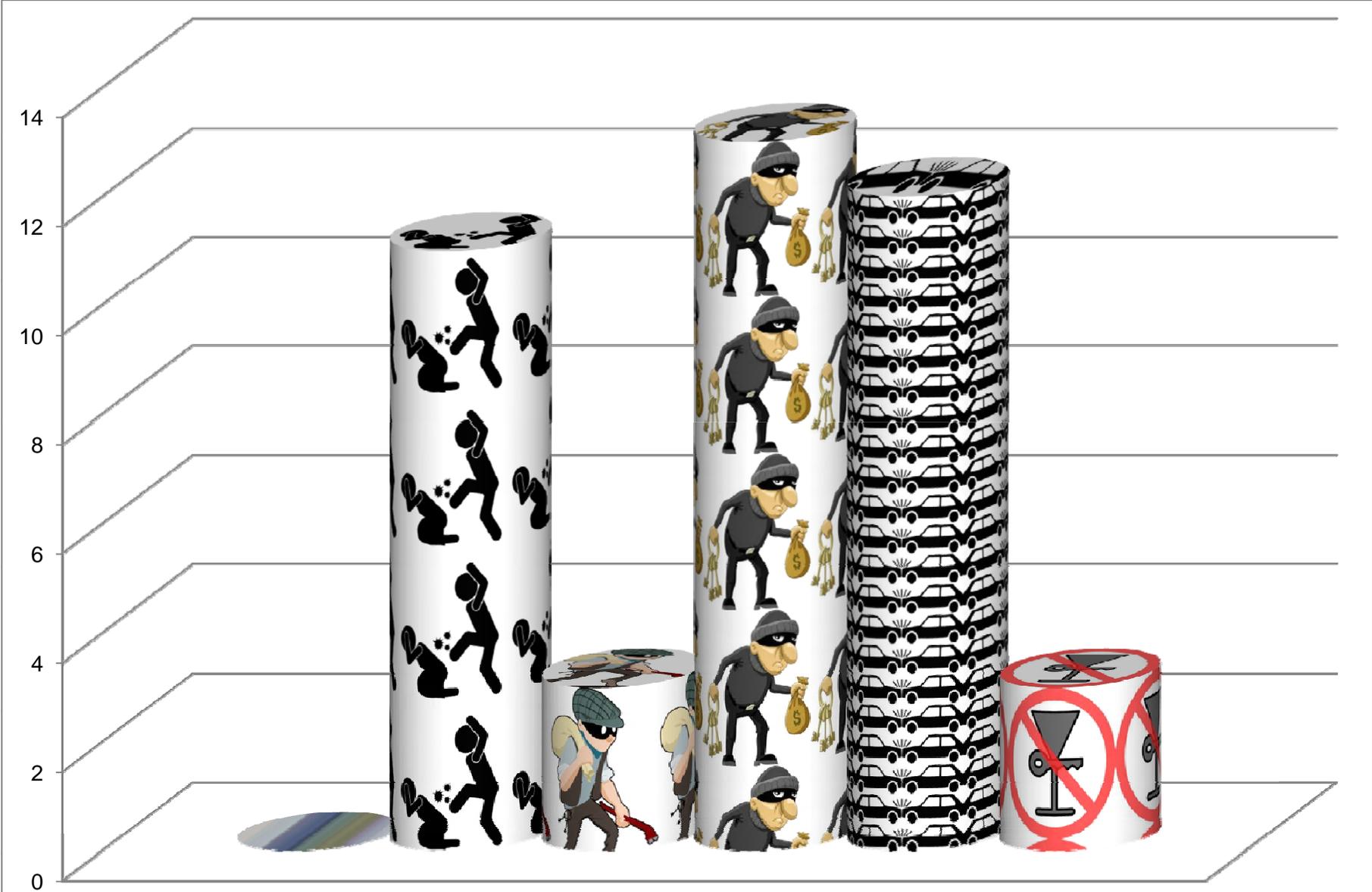


Photo 1 - "POW-MIA Chair of Honor"

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

WWTF Lagoon Depths





Weekly

- Robbery
- Assault
- Buglary
- Thefts
- Collision
- DUI

