

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Planning Commission:** Wednesday, February 21, 6:00 PM, Town Hall
  1. 8 West Market Street – Accessory Storage Shed (Historic Review)
- ✓ **Delaware League of Local Governments:** Thursday, February 22, 5:30 PM, Duncan Center (Dover)
- ✓ **DelDOT Public Workshop –US 113 and SR 18/SR 404 Grade Separated Intersection:** Tuesday, February 27, 4:00 PM, Delaware Tech – Student Services Center Building – Dining Hall
- ✓ **Town Council Meeting:** Wednesday, February 28, 7:00 PM, Regular Meeting, Town Hall

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of February 15, the Town has collected \$814,179 (90%) of the January utility billing (\$909,769.01)
- As of February 15, the Town has collected \$1,533,228 (99%) of the FY 2018 Property Tax billing (\$1,556,860)
- Attended the Annex & Town Hall Construction Progress Meeting on February 13 (Laura Givens, Jeff Ward)
- Dude Solutions Web Demonstration – GIS/Asset/Work Order Management Program (Gene Dvornick, Laura Givens)
- Police Department Grant #1274 - Completed Budget Detail Adjustment #2 per CJC (Laura Givens)
- Working of FY19 Budget – Information returned to Department Heads for further consideration

### **Wastewater**

- Lagoon depths: Large Lagoon is 14.00 feet and Small Lagoon is 6.00 feet
- Repaired flex hose on one of the effluent tubes in the Bio-Lac
- Pulled chlorine injection pump and freed blockage
- Worked on repairing drive cable on traveling bridge

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## **Public Works**

- Continue to work with Town Engineer on King Street Water Treatment Facility
- Cleared catch basins in anticipation of rain event
- Continued maintenance of equipment
- Circle planting area bed maintenance continues

## **Police**

- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Departmental Press Releases issued as warranted

## **Planning**

- Predevelopment Meetings scheduled:
  - 101 East Market Street – Restaurant (DDD)
  - 18 Chestnut Street – Office Expansion
  - 10 Booker Street – ADA Ramp (BOA)
  - 201 East Laurel Street – Retail/Apts/Laundromat (DDD)
- Revised Plan Sheets submitted for The Oaks on February 14 – added to their original Site Plan submission

## TOWN MANAGER'S UPDATE ...

- Work on Annex Building – 37 The Circle continues (see attached photos)
  - ✓ Elevator work has resumed
  - ✓ Flooring installation has started
  - ✓ Alarm and camera hardware installation started
- Met with representatives of Boys and Girls Club of Delaware – sharing accomplishments statewide and plans for Georgetown Club (Gene Dvornick, Bill West)
- Prepared Ability to Serve Letter for IRSD for proposed new H T Ennis School (requested for Office of State Planning)
- Finalized schedule and 2018 Notice of Solicitation of Candidates for the May 2018 Election (Kristen Dabrowski, Gene Dvornick, Laura Givens)
- Answered questions from potential bidders on the Walkability & Connectivity Study (responses posted to Town website)
- Made contact with DART Facilities regarding Georgetown Transit Hub – meeting tentatively scheduled for Tuesday, February 20
- Completed review of critical facilities for Water Asset Management Plan and supplied revisions to KCI Technologies

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- Executed Authorization to Proceed for repair of Well #3A at Delaware Tech
- Met with developer regarding sewer service and estimated costs – discussed several alternatives for utility service at the site (Jamie Craddock, Gene Dvornick, Jocelyn Godwin, Jeff Ward)
- Participated in Community Forum on Mental Health and Addiction (Gene Dvornick, Chief Hughes)
- Delivered executed Municipal Election Support Agreement to Sussex County Department of Elections
- Followed up on several Code Enforcement concerns



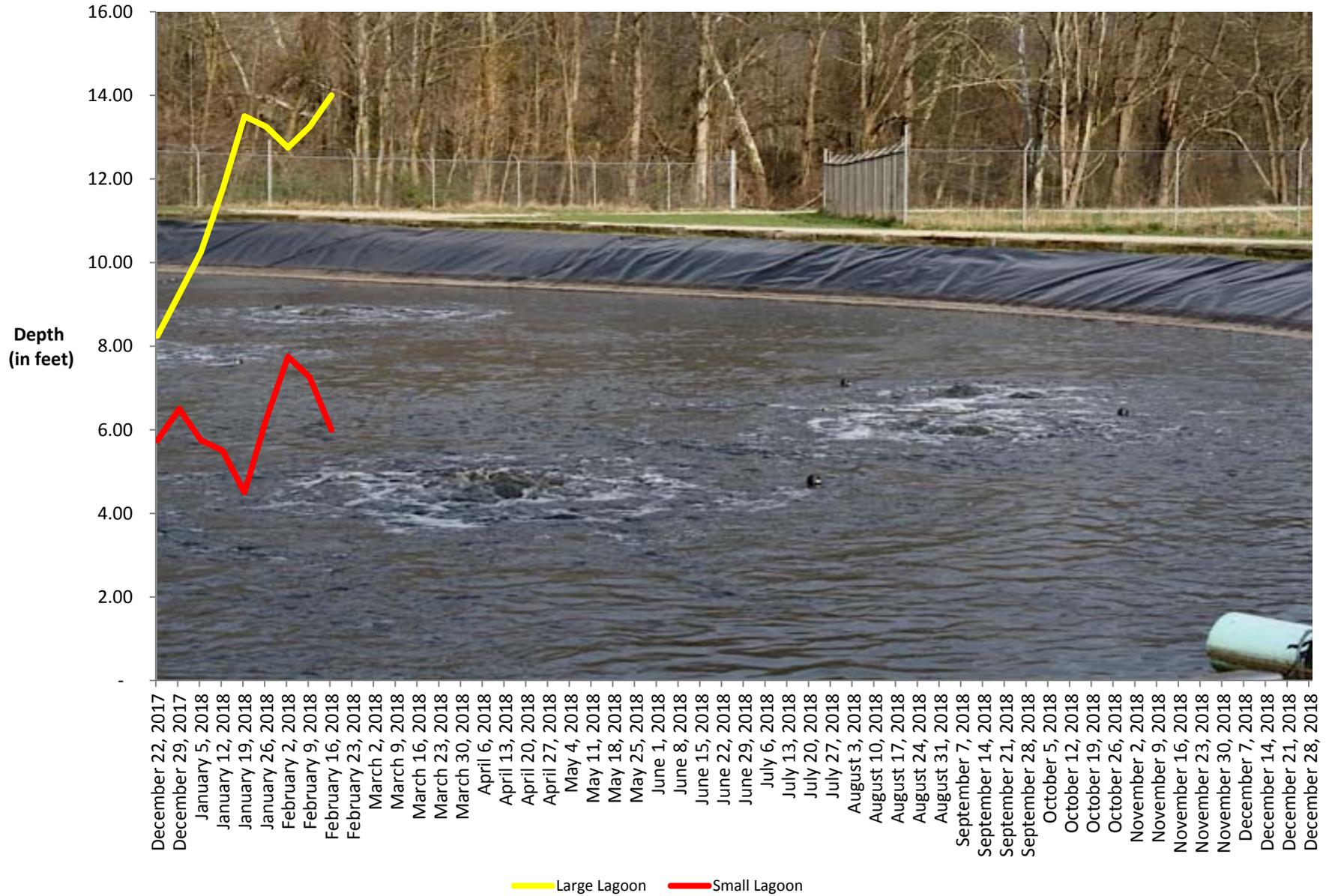
**Photo 1 - Community Forum – Mental Health and Addiction**

TOWN MANAGER'S  
WEEKLY REPORT



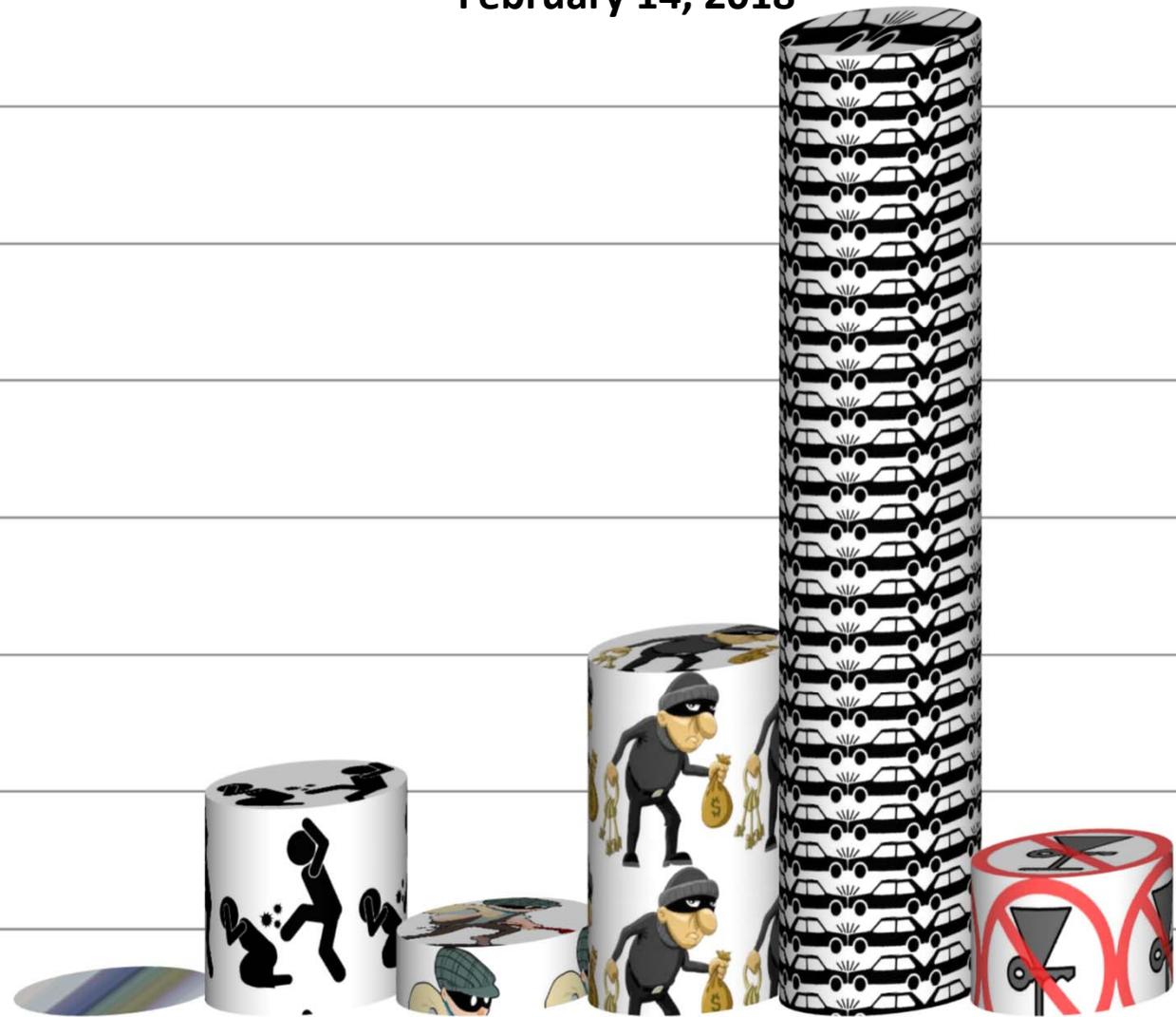
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# WWTF Lagoon Depths



February 14, 2018

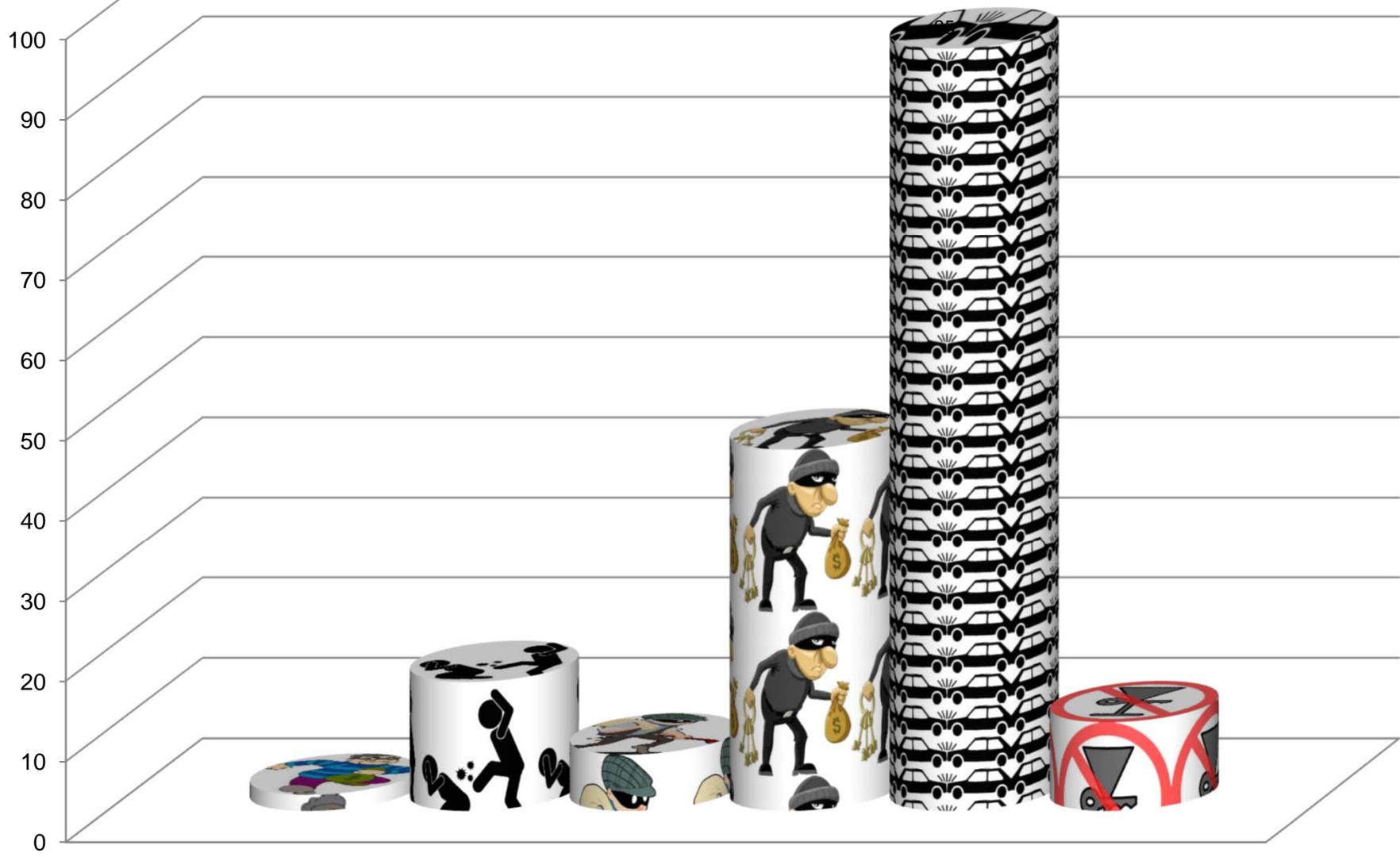
14  
12  
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Weekly

Robbery Assault Buglary Thefts Collision DUI

February 14, 2018



Year to Date

Robbery Assault Burglary Thefts Collision DUI











**Addiction is a disease.**  
**Recovery is possible.**  
**Treatment works.**

Are you pregnant and need referrals  
to treatment and medical services?

In crisis? Call DHSS Services 24/7:

New Castle County  
800-652-2929

Kent and Sussex counties  
800-345-6785



Your online guide to  
prevention, treatment, and recovery resources.  
**[www.HelpsHereDE.com](http://www.HelpsHereDE.com)**



*DELAWARE HEALTH AND SOCIAL SERVICES*  
Division of Public Health