

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Planning Commission Meeting:** Wednesday, October 16, 6:00 PM, Town Hall
 1. Village of College Park – Building Elevations
- ✓ **Town Council Meeting:** Wednesday, October 23 - *Cancelled*
- ✓ **Delaware League of Local Governments:** Thursday, October 24, 5:30 PM, Duncan Center (Dover)
- ✓ **Sussex County Association of Towns:** Wednesday, November 6, 6:00 PM, hosted by Bridgeville
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, November 8, 9:00 AM, Arena's at the Airport

UPDATES FROM DEPARTMENTS ...

Finance

- As of October 11, the Town has collected:
 - \$36,443 (4%) of the October Utility Billing (\$1,029,311)
 - \$1,584,008 (98%) of the annual property tax billing (\$1,616,317)
- The Town partnered with Rite Aid to provide Flu Shots for our employees on Tuesday, October 8th
- Attended Dude Solutions Virtual Classroom Training: Fundamentals (Laura Givens, Olga Holm)
- Submitted to the Electronic Municipal Market Access (EMMA) for the Municipal Securities Rulemaking Board the Town of Georgetown's Continuing Disclosure Audited Financial Statements for period ending April 30, 2019

Public Works

- Worked with Keystone on SCADA updates
- Completed delivery and pick up of equipment for Wings & Wheels
- Well fencing started at South Railroad Avenue well locations
- Equipment at North Bedford Street Park has been removed

Police

- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Code Enforcement Report – September 2019 (copy attached)
- Departmental Press Releases issued as warranted

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Planning

- DTCC Automotive
 - Final site plans stamped on October 7
 - Building Permit issued on October 11
- Sussex Academy Solar
 - Town Engineer approval given
 - Plans for signature requested on October 10
- Bella Pizza (20633 DuPont Blvd)
 - Building Permit issued on October 9
- Georgetown Storage (South Bedford Street)
 - Building Permit renewals issued on October 7

Wastewater

- Lagoon depths: Large Lagoon is 4.75 feet and Small Lagoon is 1.50 feet
- Repaired drive cable on traveling rake on the clarifier
- Started repairing diffusers in Bio-Lac
- Picked up John Deere gator from Atlantic Tractor (after being repaired)

Construction Coordinator

- The Oaks of Georgetown
 - Sidewalk installation along Crab Apple Court and Oak Drive
- Certificate of Occupancy:
 - 502 North Bedford Street
- Street Rehabilitation:
 - Gordy Street and Goff Street – Completed
- Miss Utility Locate Summary (copy attached)

TOWN MANAGER'S UPDATE ...

- Met with Marvel Museum Benefactor to discuss water and sewer impact fees (Gene Dvornick, Laura Givens)
- Finalized Ordinance for clarification of Vacation Payout Policy
- Attended "Latinos in Sussex County: A DCF Focus Conversation"
- Participated in Predevelopment Meeting for 7 East Market Street – New café and coffee shop (Jamie Craddock, Gene Dvornick, Laura Givens, Jocelyn Godwin)

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- Address Building Permit issues with staff (Gene Dvornick, Laura Givens, Jocelyn Godwin)
- Represented the Town of Georgetown at DHSS PFOS Consortium Meeting
- Attended Sussex Sports Center Foundation Board Meeting (Gene Dvornick, Bill West)
- Completed Beneficial Owner Certification for PNC Bank
- Answered Dover Post reporter questions on North Bedford Street Park and equipment removal
- Met with representatives of Kent-Sussex Industries to review cleaning of Town Offices (Gene Dvornick, Laura Givens, Olga Holm)
- Followed up on several zoning code questions (Stephani Ballard, Gene Dvornick, Jocelyn Godwin)
- Provided DeIDOT with Speed Reduction Resolution
- Followed up on several Code Enforcement concerns



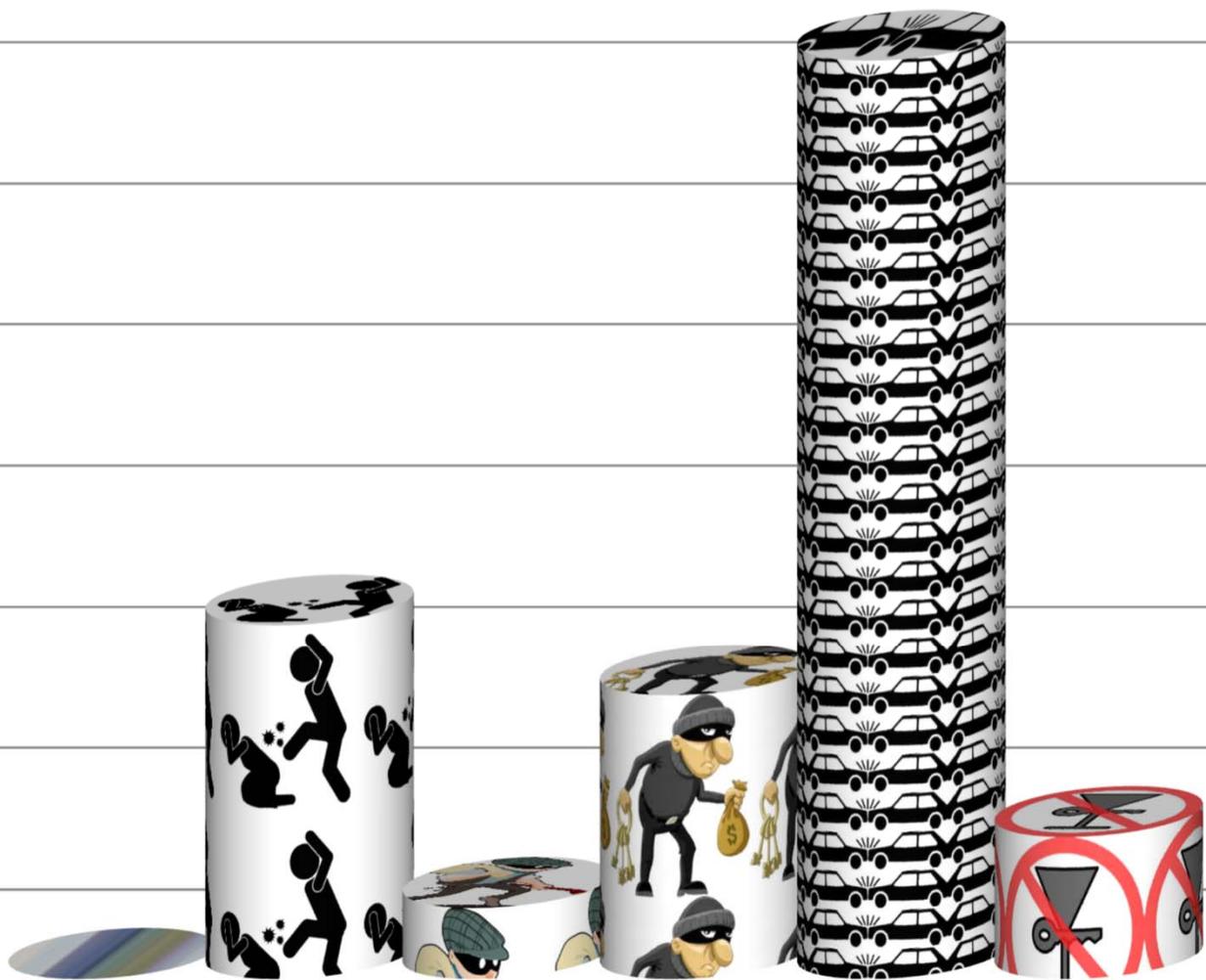
TOWN MANAGER'S WEEKLY REPORT



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

October 9, 2019

14
12
10
8
6
4
2
0

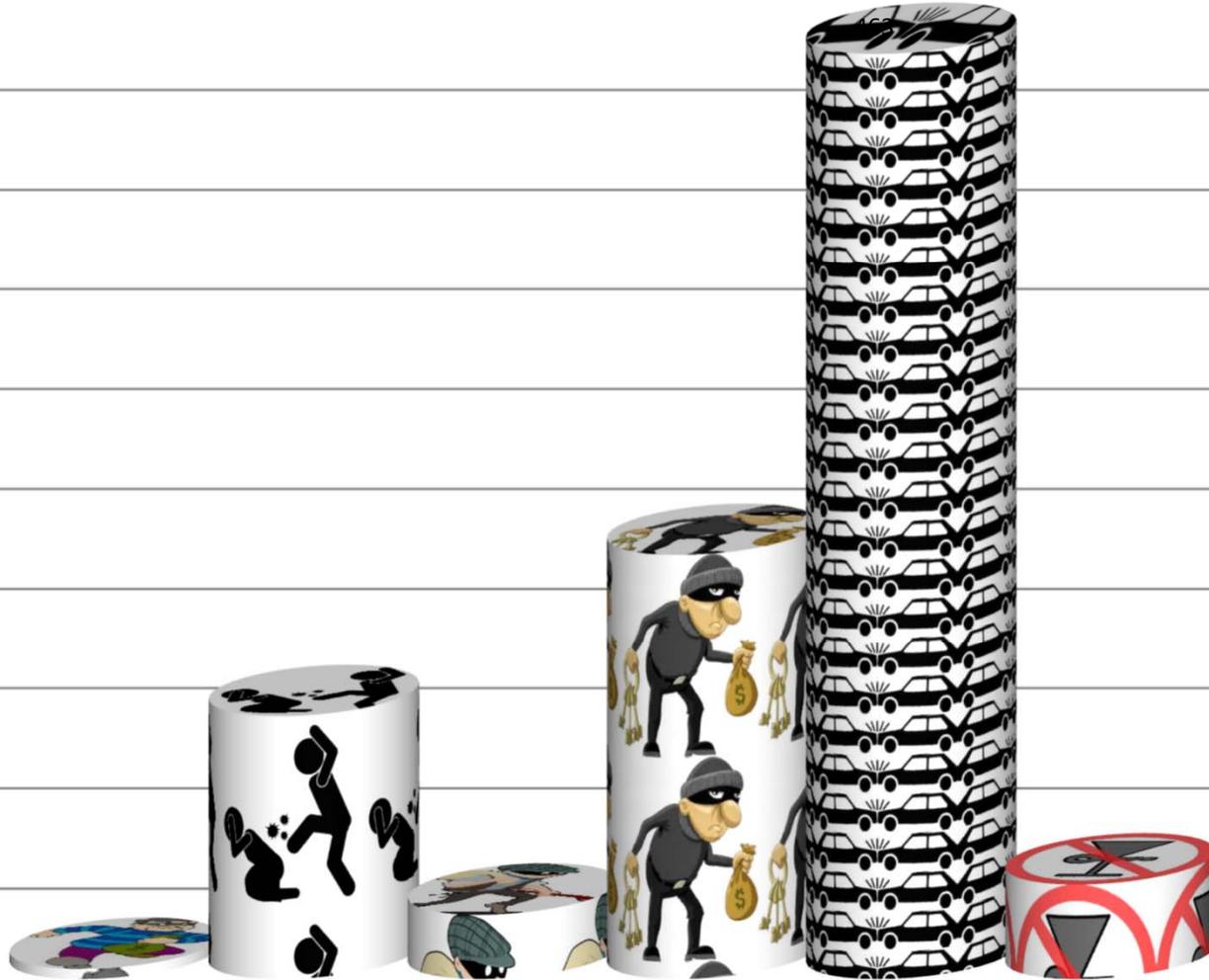


Weekly

■ Robbery ■ Assault ■ Buglary ■ Thefts ■ Collision ■ DUI

October 9, 2019

500
450
400
350
300
250
200
150
100
50
0



Year to Date

■ Robbery ■ Assault ■ Buglary ■ Thefts ■ Collision ■ DUI



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	All	09/01/2019	09/30/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		49	49
Closed Cases		91	91
Open Cases at start of period	36	122	158
Open Cases at end of period	36	80	116

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Accumulation (Scrap Tires)		1	1
Additional remedy (Property Maintenance)		1	1
Animals not allowed to be kept		2	2
Condemnation		3	3
Condition of premises.		1	1
Connections (Water Supply)		1	1
Deposit and accumulation of grass clippings		5	5
Depositing garbage prohibited		1	1
Detrimental Objects		13	13
Growth of weeds		1	1
Height of Grass		10	10
Indoor Furniture/Outside		3	3
Insect & Rat Control		1	1
Interior Surfaces		1	1
Maintenance of trees and other vegetation.		5	5
Noise - Keeping of noisy dogs and cats		1	1
Notice deemed effective for remainder of year.		7	7
Parking - Certain other parking prohibited		3	3
Permit for construction required		3	3
Rental/Business License		2	2
Satellite Dish & Antennas		2	2
Scrap Tire Management - General		1	1
Trash, Collection		2	2
Vehicles wrecked, dismantled, inoperable or unregistered on private property		3	3
Violations and penalties (Zoning)		1	1
Yard Waste		1	1
Totals		75	75



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	1	09/01/2019	09/30/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		10	10
Closed Cases		13	13
Open Cases at start of period	9	21	30
Open Cases at end of period	9	18	27

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Accumulation (Scrap Tires)		1	1
Additional remedy (Property Maintenance)		1	1
Detrimental Objects		4	4
Height of Grass		3	3
Indoor Furniture/Outside		2	2
Maintenance of trees and other vegetation.		3	3
Notice deemed effective for remainder of year.		2	2
Permit for construction required		1	1
Scrap Tire Management - General		1	1
Totals		18	18



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	2	09/01/2019	09/30/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		16	16
Closed Cases		43	43
Open Cases at start of period	13		69
Open Cases at end of period	13	42	55

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Animals not allowed to be kept		2	2
Condemnation		2	2
Connections (Water Supply)		1	1
Detrimental Objects		3	3
Height of Grass		3	3
Maintenance of trees and other vegetation.		1	1
Notice deemed effective for remainder of year.		1	1
Parking - Certain other parking prohibited		3	3
Permit for construction required		1	1
Rental/Business License		1	1
Trash, Collection		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		3	3
Violations and penalties (Zoning)		1	1
Totals		23	23



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	3	09/01/2019	09/30/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		19	19
Closed Cases		25	25
Open Cases at start of period	10	22	32
Open Cases at end of period	10	16	26

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Condemnation		1	1
Condition of premises.		1	1
Deposit and accumulation of grass clippings		5	5
Depositing garbage prohibited		1	1
Detrimental Objects		4	4
Growth of weeds		1	1
Height of Grass		3	3
Insect & Rat Control		1	1
Interior Surfaces		1	1
Noise - Keeping of noisy dogs and cats		1	1
Notice deemed effective for remainder of year.		3	3
Permit for construction required		1	1
Rental/Business License		1	1
Satellite Dish & Antennas		2	2
Trash, Collection		1	1
Yard Waste		1	1
Totals		28	28



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	4	09/01/2019	09/30/2019

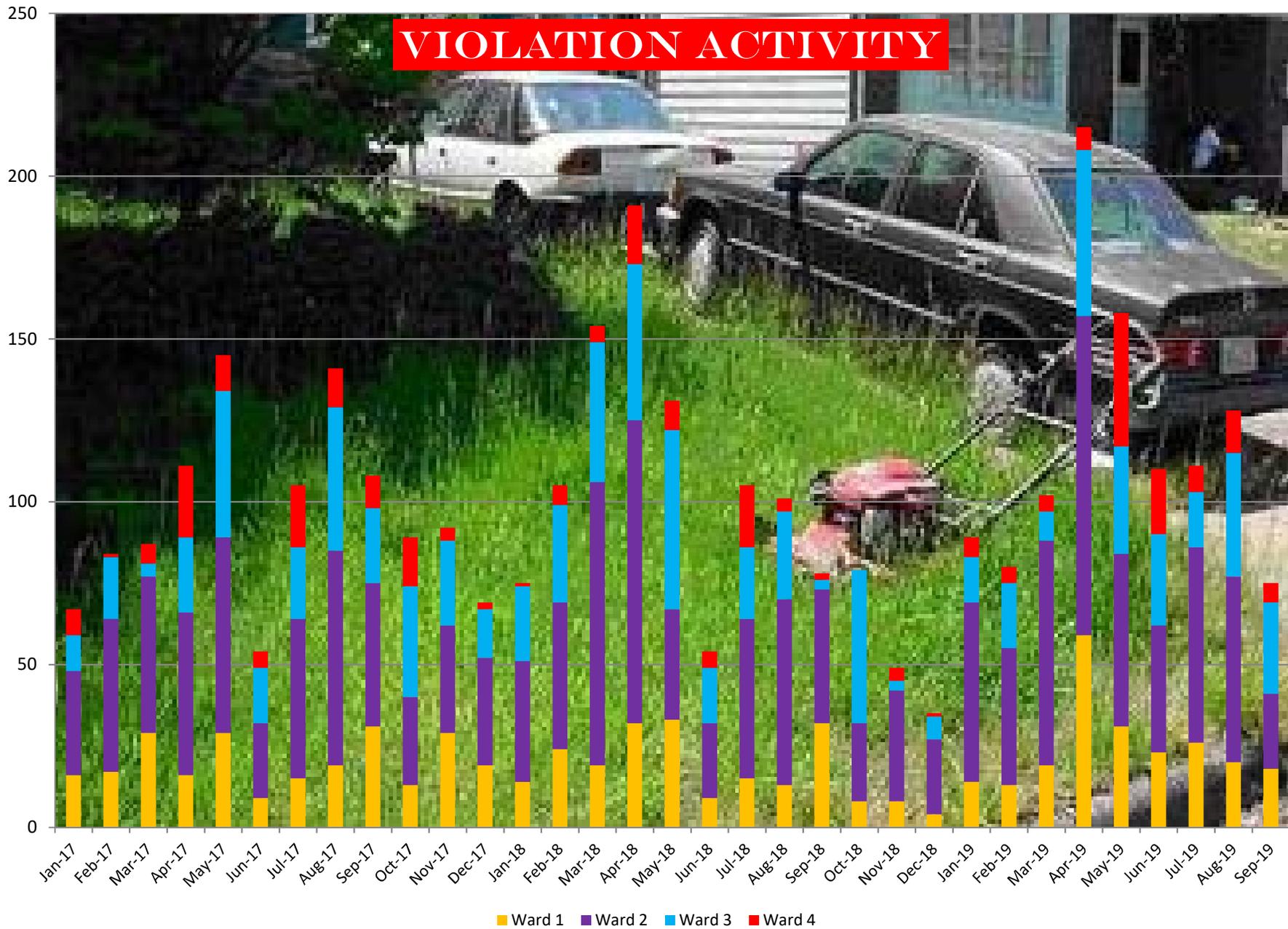
Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		4	4
Closed Cases		10	10
Open Cases at start of period	4	10	14
Open Cases at end of period	4	4	8

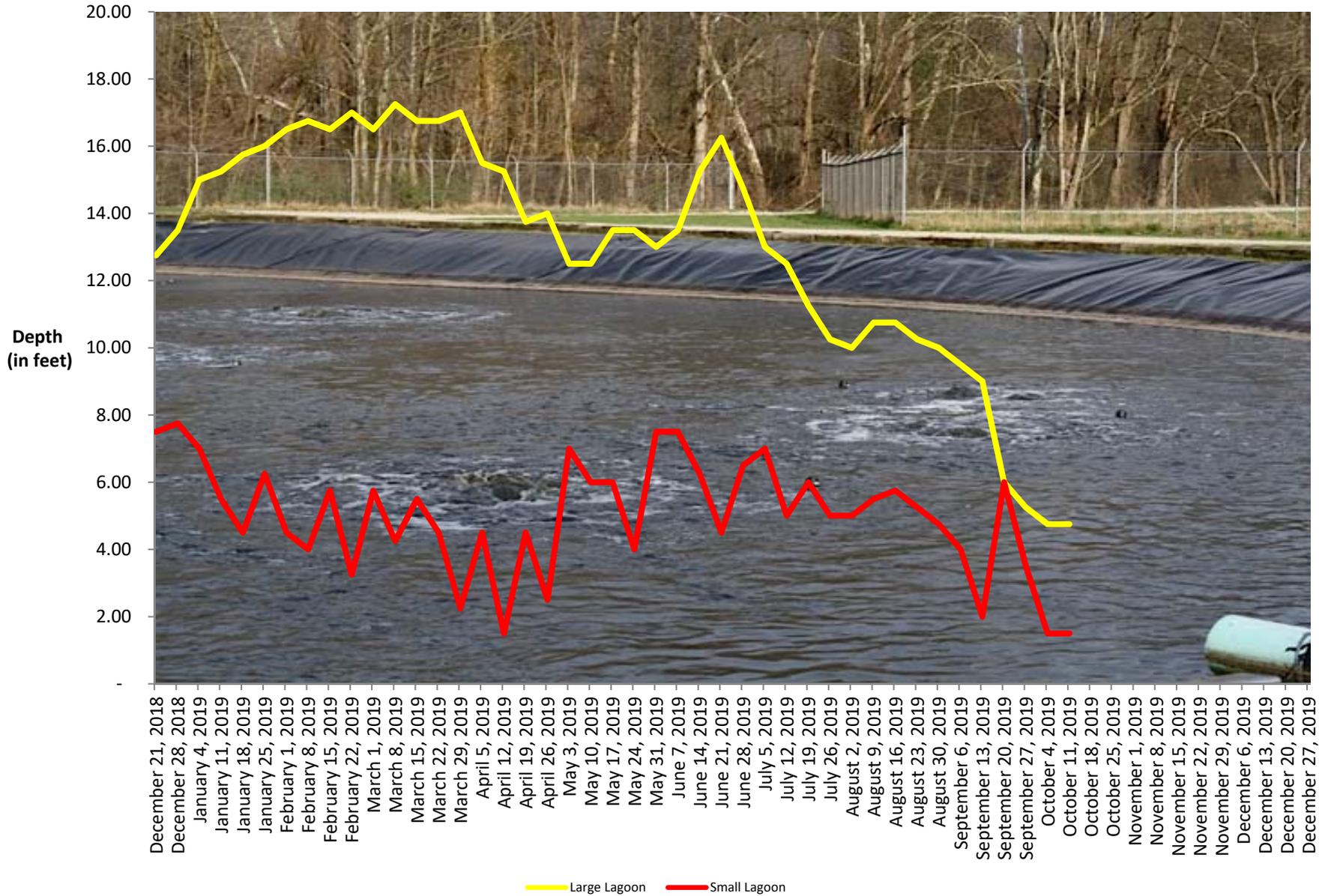
Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Detrimental Objects		2	2
Height of Grass		1	1
Indoor Furniture/Outside		1	1
Maintenance of trees and other vegetation.		1	1
Notice deemed effective for remainder of year.		1	1
Totals		6	6

VIOLATION ACTIVITY



WWTF Lagoon Depths



Miss Utility Locate Tickets

