

TOWN MANAGER'S MONTHLY REPORT



UPCOMING ...

- ✓ **Town Council Meeting:** Friday, August 9 @ 6:00 pm
- ✓ **Council Workshop:** Thursday, August 22 @ 3:00 pm
- ✓ **Office Closed September 2 for Labor Day**

DEPARTMENTS ...

Police – South Bethany, Chief Jason Lovins (see att'd report)

Police - DSP

- Issued 30 traffic tickets in July; 28 speeding and 2 for expired tags.

Finance, Renee McDorman

- Prepare for FY19 audit. Auditors will be here weeks of 8/12 and 8/19.
- Met with auditors for a pre-audit meeting.
- Collect and enter tax payments.
- Assist Police Department and Town Manager.
- Meeting with B&F.
- Work with Charter and Code on new ordinance for parking permits.
- Prepare/review old financial records for disposal.
- Assist parking enforcement officer.

Code Enforcement, Joe Hinks (see att'd report)

- Continue to work with Charter and Code on Ordinance changes.
- Issued 30 building permits in June.
- Completed 24 property inspections in June.
- Providing technical advice and assistance to Council, Planning Commission, Public Works, Police Chief, and Manager.

Beach Patrol, Captain Ryan Dacey

- Beach Patrol is conducting a very successful Junior Lifeguard program.

Public Works, Supervisor Jon Stiffler

- Daily mobi mat cleaning.
- Met with L&H Excavating on prices to replace collapsing drainpipe on S. Anchorage for fall install.
- PW spent many hours cleaning up beach from July 4th.
- Sewer line issue in PW building flooded office. Snaked line.
- Installed new mobi mats on handicapped walkway.
- Preparing fall project list.
- Worked with Chief regarding DeIDOT signs on Rt. 1.

- Assisted with a sinking boat on Petherton (resident not home). Kept boat afloat by using pump until Bob's Marine arrived.
- Reattached signs that were stolen from Ocean and Kewanee.
- Contacted Verizon about low-hanging wires after storm.
- Continue summer maintenance; added trash can to S. 1st St.
- Installed bulletin board in PD.
- Painted parking lines at Town Hall.
- Removed storm debris and hauled away.
- Continue maintenance of all town-wide landscaping as well as Rt. 1.
- Removed wetland mats for Councilman Weisgerber.

Town Manager, Maureen Hartman

- Met with Verizon representatives to discuss the 4G small cell facilities that will be coming to South Bethany. Discussed possible ordinance or procedure with Mayor and Code Inspector.
- Met with architect and Code Inspector to discuss renovation to Town Hall for security purposes, presented to Town Council.
- Along with Selbyville and Fenwick Island managers and police chiefs, met with Delaware Sea Grant and U of D representatives to plan for an **Emergency Planning Workshop for Older Adults and People with Disabilities**. The Workshop will be held on **September 5 from 9:30 to 12:30 at the Roxana Fire Station**. To date, several partners have committed to the workshop including Sussex Co Emergency Management, DEMA, Beebe Hospital, Delaware Medical Corps, and CHEER. Further information including posters and flyers, will be distributed sometime in August. This is free and open to the public, but registration is required.
- Meeting with Bethany, Fenwick and Rehoboth managers to discuss our involvement with the Association of Coastal Towns (ACT).
- Met with Councilman Weisgerber and representatives from Fenwick Island to discuss dredging. Scheduling a meeting with Tony Pratt in August.
- Met with Councilwomen Callaway and Stevenson for a debriefing of the Town's 50th anniversary celebration.
- Continue meeting with Millville, Bethany, and Ocean View regarding the Mediacom contract.
- Budget & Finance meeting to discuss capital budget, beach walkways, building renovation and miscellaneous.
- Discussions and emails with DelDOT regarding bike parking.
- Meeting with Janet & Renee regarding upcoming audit. Met with auditors to prep for audit.
- Monthly meeting with Mayor and Chief.
- Responded to numerous calls and emails from residents.
- Discussions with Bethany about partnering together for pedestrian/bicycle safety.
- Reviewed Lexipol contract for Chief regarding SOPs.
- Working with Town Clerk on changing election procedures.
- Prepared goals & objectives for Chief.
- Working on beach walkways project.
- Worked on changes to ordinance 195-19.
- Continue working with PW on various issues throughout Town.