

TOWN MANAGER'S MONTHLY REPORT



UPCOMING ...

- ✓ **Town Council Meeting:** Friday, November 8 @ 6:00 pm
- ✓ **Council Workshop:** Tuesday, November 19 @ 2 pm
- ✓ **Town Hall Closed:** November 11, 28, and 29

DEPARTMENTS ...

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

- Working on SOPs with Lexipol.
- Traffic Stops – 174; Incident Reports – 21
- Attended Cops and Goblins in Ocean View with other SB officers.
- Continue community policing activities.
- Several ride-alongs with council members.
- Range training.
- Chief's meeting in Dover.
- Meet with Manager and Finance Director to work on FY21 budget.

Finance, Renee McDorman

- Assist Manager, Public Works Supervisor and Chief with budgetary and other issues.
- Install new credit card machine in front office.
- Budget and Finance meeting on 10/29.
- Close out kiosk and close down for winter.
- Begin preparations for FY21 budget.
- Opened bids with Manager for the sale of municipal items on 10/28.

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

- Issued 9 building permits in Oct.
- Completed 14 property inspections in Oct.
- Providing technical advice and assistance to Council, Planning Commission, Public Works, Police Chief, and Manager.
- Training Code Enforcement Assistant, Ryan Dacey.
- Preparing for several upcoming BOA hearings.

Public Works, Supervisor Jon Stiffler

- Replaced all dusk to dawn sensors along Rt 1 for Christmas lights.
- Installed RED reflective pavement markers in street at end of York Rd. to identify end of road.
- Found water leak under PD building and repaired after extremely high-water usage was discovered on Artesian bill.
- Maintenance staff assisted with preparing boxes of documents ready for shred truck.
- Inventory of speed limits signs town wide.
- Town car to Lewes for recall repairs.
- 2013 Ford truck to Roxana for winter services.

- Met with town manager and engineer on upcoming Bristol Drive repairs.
- DNREC repaired vehicle access and pedestrian walkways on south end after storm damage. Sand fence will be repaired in time for summer season.
- Grass seed planted in median to help keep green for most of winter months.
- Storm drainpipe repair at 7 S. Anchorage week of November 11th.
- Fall decorations along RT 1 and Town Hall.
- Christmas lights will be put up along RT 1 on November 13th, weather permitting.
- Working with J&J Bulkheading on repairing town bulkhead at canal end of W.11th.
- Getting prices on sweeping streets east of RT 1 for summer season.
- Repaired support columns on Town Hall and police decks after mounting hardware rusted.
- Working on maintenance budget items.

Town Manager, Maureen Hartman

- Met with DeIDOT representatives to discuss the pedestrian lighting and cross walk improvements.
- Meeting with Mayor Saxton, Councilwoman Callaway, and John Thaeber from Artesian Water regarding recent letter sent out to residents.
- Met with engineers regarding beach walkways and road repairs.
- Met with Mayor Saxton and representatives from DeIDOT regarding Rt. 1 safety initiatives.
- Meeting with DNREC regarding beach walkways.
- ACT Manager's meeting on October 16.
- Attended the International County/City Management Association Conference.
- Bid opening for the sale of municipal items on October 28. Resort Investigations won all three items with highest bid for a total of \$5,492.75.
- Budget and Finance Committee meeting on October 29. Preparing for FY 21 budget.
- Meeting with ACT Managers on October 29.
- DFIT conference call on October 31.

Update on the Assawoman Canal Trail – DNREC has selected John L. Briggs & Co., general contractor, to build the underpass at Route 26 allowing bicyclists and pedestrians a safe route to get from one side of Garfield Parkway to the other. Funding for this phase is from the Trails and Pathways Initiative. DNREC's Development section managed the design and DeIDOT granted permission to build the underpass. This phase will connect the trail (from the existing information board) to Riga Drive and Garfield Parkway (aka Route 26). It is anticipated to be completed in early spring 2020.

The next phase will extend the trail 1.5 miles from Route 26 along the east bank of the canal to Black Gum Drive (just south of Kent Ave. aka Jefferson Bridge). This phase will be adjacent to neighbors from Bethany Beach (Turtle Walk and Bethany West), Sea Colony, Bahamas Beach and connecting South Bethany. However, DNREC currently does not have funding beyond the underpass project.