



TOWN MANAGER'S MONTHLY REPORT

UPCOMING ...

- ✓ **Town Council Meeting**: February 10
- ✓ **Town Council Workshop**: February 27
- ✓ **Town Hall Closed**: February 17

DEPARTMENTS ...

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

- Continue to work on the SOPs with Lexipol. Eleven additional policies have been released since the last TC meeting.
- Officers attended radar training on December 11.
- Officer Fullerton completed his FTO.
- Cadet Quiroz will be graduating from the police academy on March 4.
- Parking enforcement officers have been hired for the 2020 season.
- Officers conducted emergency response training with Bethany Beach Fire/EMS.
- Traffic stops – 38; Incident reports – 10.

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

- Issued 26 building permits in December and 23 in January
- Completed 15 property inspections in December and 35 in January
- Providing technical advice and assistance to Council, Public Works, Police Chief, and Manager.
- Bulkhead inspections continue.
- Continue working with Charter & Code and the Town's Solicitor regarding numerous changes to codes.

Public Works, Supervisor Jon Stiffler

- Worked on replenishing stone on town right-of-way at Tamarack/Canal.
- Worked with Town Manager on the purchase of new bike racks and locations.
- 2006 Ford truck to Roxana automotive for new exhaust system.
- Painting lifeguard stands for the 2020 season.
- Spoke to Artesian about street repair complaint in the area of 113 Canal (Artesian will address once blacktop plant opens).
- Preparing median plant orders for spring planting.
- Received quote to have all eastside streets swept on April 7th.
- Received estimates for possible installation of street drains on W. 2nd and W. 3rd with ongoing water ponding issues.
- Streetlight repaired at Black Gum/Kent.
- Trimming vegetation from beach access area at N. 6th.
- At the request of Councilwoman Callaway, fabricated walking trail sign mounts for 2020 Earth Day unveiling.

Town Manager, Maureen Hartman

- Prepared bid docs, attended pre-bid meeting and bid opening for beach access walks and Bristol Road repairs.
- Continue working on budget for FY2021.
- Attend ACT meetings with Mayor Saxton.
- Attended SCAT meeting with Mayor with Governor Carney as a speaker.
- Met with DFIT Finance Committee and Board of Trustees.
- Continue to assist elected officials as required.
- Along with Joe Hinks, met with FEMA to discuss map revisions.
- Began working on May election.
- Met with PMA Group to discuss yearly DFIT risk control compliance.
- Attended DLLG in January.
- Prepared and advertised bid for concession.
- Artesian is installing additional treatment equipment at the South Bethany water treatment facility. Artesian contractors will be onsite over the next few months completing this installation. This project will involve modifications to the elevated storage tank and underground piping. Some of this work will require turning off water to the town hall for about 4 hours. Artesian plans to start Monday 2/3 with the tank contractor and follow up with the underground pipe crew the following week of 2/10. The interruption of service is tentatively scheduled for Tuesday 2/11 weather permitting. Once they get a good look at the weather forecast they will verify with us regarding the interruption of service.