



TOWN MANAGER'S MONTHLY REPORT

UPCOMING ...

- ✓ **Town Council Meeting:** May 8 (via conference call)
- ✓ **Town Council Workshop:** TBD
- ✓ **Town Hall Closed:** May 25 – Memorial Day

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

- The Officers have had their required shooting training this month.
- Our summer officer, Jahn Farrell has completed his mandatory training. He will be on his own as of May 1, 2020.
- The Department's activity is as follows:
 - Traffic Stops – 221
 - Incident Reports – 20

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

- Issued 15 building permits in April
- Conducted 7 property inspections in April

Public Works, Supervisor Jon Stiffler

- Replaced fence at S. 6th walkway.
- Seasonal help has returned working on mulching, painting flower/trash can holders.
- Streets have been swept east of RT1.
- Mulched all areas along walkway and median.
- Cleaned up downed limbs around park and fitness area from storm damage.
- Worked on town vehicle.
- Met with Town Manager and contractor with drainage issue on Peterson.
- Daily check of all beach walkways due to closure of beach.
- Prepare beach and walkways for preparation of beach re-opening.
- Worked on zero turn and made ready for the upcoming mowing season.
- Prepare planting north and south median flower beds in the next few weeks.
- Maintenance staff is back to normal work schedule as of April 27th.
- Scheduling beach sweeper to clean any winter debris.

Town Manager, Maureen Hartman

- I have participated in a plethora of conference calls and received countless emails with/from numerous agencies regarding the pandemic. Conference calls consist of weekly National Briefing calls with the White House for state, local and tribal leaders; weekly (or more) briefing calls with Governor Carney; U.S. Department of Homeland Security; FEMA/DEMA; Beebe Hospital/Dr. David Tam; Senator Coons; ICMA; Mayor Saxton/Chief Lovins; ACT; DLLG; DNREC, DFIT; Sussex Co. emergency management, Delaware Dept of Tourism and numerous other agencies/entities.

- I have worked closely with Mayor Saxton and Chief Lovins and staff regarding conference calls, email news updates, postings, concerns/questions from residents, concerns from staff, etc.
- Conducted employee evaluations.
- We were recently advised by Verizon that they are preparing to install small cell facilities at the following locations: Coastal Hwy Between 9th St and Indian St; Coastal Hwy and Evergreen Rd (NB); Coastal Hwy and N 1st St. They have one more proposed for the corner of N. 6th Street and N. Ocean Drive on an existing DP&L pole. Since the N. 6th/Ocean install is in the Town's ROW, Verizon will be submitting a permit application to us in the next couple weeks. The three locations on Coastal Highway are located within state rights-of-way and the Town is not involved in permitting. The state project will be completed in approximately two weeks. The antenna/radio equipment being installed will be capable of accommodating both 4G and 5G technologies.
- Assisted with virtual BOE and BOA meetings.
- Bristol Road has been completed. After the road was milled, it was determined that the last overlay was not tacked properly, and the surface started to peel when it was swept. It was determined that more leveling was required which was an additional \$8,000, which was part of the bid contingency, so no budget amendment will be required.
- As of mid-April, the three beach walkways were completed, and Aquatic Marine has been paid in full.
- On April 27, we were notified by Republic Services that their services will return to normal. We will still be moving our bulk pick up date that was scheduled on May 16th so that all residents can participate. The date TBD. An email news update was sent out to residents on 4/30.
- I spoke with Chris Lord from Mediacom on 4/28/20 and advised him that we are still moving forward with the franchise agreement but that the council would like to conduct a survey of property owners' thoughts on Mediacom cable TV service. Mr. Lord indicated that they have been watching the usage in Sussex County and for the month of April, it has been typical with early to mid-July usage. This usage number is not by household, but rather by percent usage.
- Participated in a conference call with Mike Bott from DNREC on 5/1 regarding their recreational water program. May is the month for bacteria testing in the coastal communities. Monitoring will start on May 4 and run through September with the '5-star beaches', Cape Henlopen, Rehoboth, Dewey, Fenwick, and Bethany. South Bethany testing will start mid-May.