



# TOWN MANAGER'S MONTHLY REPORT

## UPCOMING ...

- ✓ **Town Council Meeting:** June 12 (via conference call)
- ✓ **Town Council Workshop:** TBD

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

- Officer Jahn Farrell started as a seasonal officer on May 1, 2020.
- The Department welcomed Delores “Dee” Ramsey as the new parking enforcement officer. Chris Keefe is assisting part-time as well.
- On May 31, three South Bethany Officers responded to Dover’s call for assist with civil disorder and crowd control.
- The Department’s activity is as follows:
  - Traffic Stops – 418
  - Incident Reports – 33
  - Parking – 23

### **Beach Patrol, Ryan Dacey** (see att'd report)

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

- Issued 30 building permits in May.
- Conducted 17 property inspections in May.

### **Public Works, Supervisor Jon Stiffler**

- Fixed drain on Kimberly (full of debris would not drain).
- Assisted resident by tying up a loose boat on Bristol due to heavy winds.
- Retrieved and reinstalled a floating wetland from a bulkhead in Anchorage.
- Finished painting trash receptacles on Ocean Drive.
- Washed green algae off the vinyl stop signpost from Cat Hill to Canal Road.
- Installed all mobi mats on beach access walks, except northern walkway of Sandpiper Village due to blowing sand.
- Prepared fitness area.
- Used rake and drag box on beach for opening day.
- Prepared empty lot on North 6<sup>th</sup> and placed 3 bike racks on property.
- Installed plexiglass at Town Hall window for a safe customer service area.
- Moved lifeguard shack to beach.
- Installed all CEC artwork at locations designated by Councilwoman Callaway.
- Moved garbage cans to beach area for the summer season.
- Installed 2 control boxes and breakers for Petherton canal aerator project.
- L&H finished installing new drain basin and pipe at the corner of Peterson and West 10<sup>th</sup> due to continuous flooding issues at the corner and in the right-of-way.
- Initiated the 7-day-a-week beach trash removal until September.

### **Town Manager, Maureen Hartman**

- I continue to participate in numerous conference calls and receive countless emails with/from multiple agencies regarding the pandemic. Conference calls consist of weekly National Briefing calls with the White House; weekly (or more) briefing calls with Governor Carney; U.S. Department of Homeland Security; FEMA/DEMA; ICMA; Mayor Saxton/Chief Lovins; ACT; DLLG; DNREC, DFIT; Sussex Co. emergency management, Delaware Dept of Tourism and numerous other agencies/entities.
- Joe Hinks and I installed all the required beach and Town Hall signage provided by the state and Department of Tourism.
- Working with Middlesex and Sea Colony for pandemic-related issues and the upcoming summer season.
- Working with DelDOT regarding the median lighting and new pedestrian crosswalks and Rectangular Rapid Flash Beacon (RRFB) lights. Median lighting has been staked for future placement.
- Renee McDorman and I welcomed and met with Councilman Bartholomew.
- Joe Hinks and I have been working with FEMA and CRS on potential upcoming changes.
- Jon Stiffler and I have been working with Envirotech regarding the installation and placement of air injection mixers in the Petherton Canal. We are awaiting DNREC approval prior to installation.
- Jon Stiffler and I are working on a stormwater project on Peterson/W. 10<sup>th</sup>.
- I contacted DNREC and requested the algae harvester for South Bethany. I was advised that there would be a delay due to the pandemic and DNREC's staggered work schedules.
- All bike racks have been placed throughout Town and all parking signage has been installed.
- Attended a FOIA training via video conferencing.
- Along with Mayor Saxton, participated in a conference call with the Department of Justice.
- Designed a new permit application for small cell facilities.
- Assisted the Charter and Code committee with the preparation of a virtual meeting.