



TOWN MANAGER'S MONTHLY REPORT

UPCOMING FOR MONTH OF: March

- ✓ **Town Council Meeting:** April 8 @ 10:00 am
- ✓ **Town Council Budget Workshop:** April 28 @ 3:00 pm

DEPARTMENTS

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

- Issued 29 building permits in March.
- Conducted 13 property inspections in March.

Public Works, Supervisor Jon Stiffler

- Received quote for pricing of new zero turn mower.
- Painted lines at town hall.
- Painted all handicap spots on Ocean Drive.
- Called in water leak at 310 west 2nd.
- Mulch ordered for flower beds.
- Fixed bulletin board locks.
- Crew has started installation of remaining walkways on Ocean Drive.
- Jimbo has returned for the season to help get things ready.
- Fixed yard at 414 Victoria from heavy equipment driving on it.
- Installed new pedestrians walk facing traffic/bicyclist ride with traffic signage on selected streets.
- Met with Straight Line and Jerrys about issues with crack seal not adhering to surface.
- Cleaned out Bayshore canal end also anchorage forebay.
- Installed new Inland Bays sign at forebay area.
- Mulched fitness area.
- Painted PEDESTRIAN ONLY on walkway at park.
- Removed sand fence at South 1st for new walkway.
- Getting little free libraries ready for install in April.
- Plants have been ordered for the RT 1 area.

Town Hall, Town Manager Maureen Hartman

- Working with Finance Director on ARPA reporting requirements; still attending update webinars for final ruling.
- Attended ACT meeting on March 3.
- Meetings, research, compile requested information for Canal Water Quality chair.
- Budget and Finance meeting on March 3.
- Working daily with Comcast project manager regarding issues throughout town.
- Assisted Mayor, council members, and Chief of Police with various items.
- Meetings with architect throughout month of March regarding town hall renovations; went out for bid March 18; pre-bid meeting March 24.

- Women Leading Government conference March 16 and 17 (virtual).
- DFIT Finance Committee meeting March 16.
- Working with Janet on the 2022 election process.
- Along with Code Enforcement officer, Joe Hinks, met with Sussex County representatives regarding the Hazard Mitigation Plan update.
- Met with Comcast for update to installation in South Bethany.
- DFIT stewardship meeting on March 23. Advised that all members will be receiving dividend checks/credits.
- City Management Association of Delaware executive board meeting on March 25.