



TOWN MANAGER'S MONTHLY REPORT

COUNCIL MEETINGS FOR MONTH OF: September

- ✓ **Town Council Meeting:** Friday, September 9 @ 9:00 am
- ✓ **Town Council Workshop:** Wednesday, September 28 @ 5:00 pm (if needed)

DEPARTMENT REPORTS - August

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

- Issued 31 building permits in August.
- Conducted 17 property inspections in August.

Public Works, Supervisor Jon Stiffler

- Added freon to police car A/C was not working
- Looked at underground drain at 417 Tamarack that was hit by contractor
- Ferris zero-turn mower clutch replaced
- Placed marker flags for future speed hump placement
- Removed floating wetland across from 105 Bayshore after complaint filed
- Kubota loader serviced
- Started removing items in meeting room for renovations
- New bench for canal end on Peterson and Anchorage installed
- Worked on all dune walkways and repaired erosion
- Installed sign for Sue Callaway in honor of her contributions to the town
- Met with Councilwoman Dondero about adopt a canal end program
- Moved trash cans and tents to parking lot for end of season party (SBPOA)
- Fixed sink hole on walkway at anchorage
- Repaired light in PD entrance way

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

Town Hall, Town Manager Maureen Hartman

- Town Hall Renovations:
 - Continue working with GMB and Harkins on building renovations.
 - Notice to proceed has been received for September 19 start date.
 - Permits acquired by Town; Fire Marshall approved.
 - Town staff removing items from Council Chambers and associated areas.
 - Committee meetings will need to be conducted virtually once construction starts. May need to do same with Council meetings (anchor will need to be at TH).
 - Requested a price on LVT and carpeting for remainder of Town Hall. Requested price on painting other offices.
 - Working with IT on retrofitting Council Chambers for "Zoom Room."
- Met with Comcast to procure service for Town Hall.

- Assist residents with numerous items.
- Assist councilmembers with various requests.
- Working with Homeland Security on additional information for grant for Town Hall renovations.
- Meeting with Councilman Shaw and DNREC representatives on August 10.
- Attended the Lifeguard Awards ceremony on August 16. Ryan Riggione won Lifeguard of the Year for the Town.
- Conducted interviews with applicants for the administrative position.
- Pre-construction meeting for Town Hall renovations on August 22.
- Attended DFIT finance committee meetings on 8/23 and 9/1.
- Researching grant opportunities with the Forest Service for the removal of phragmites.

South Bethany Beach Patrol

Report for August 4 - August 31, 2022

Rescues from Rip Currents- 7 yr old boy caught in Rip Current

9 yr old boy caught in rip current

50 yr old male caught in rip current

Injuries- 0

Beach Closures for lightning storms- 3

Lost Kids- 1

South Bethany Beach Patrol sent 4 competitors out to Hermosa Beach, CA for the National Lifeguard Competition. All guards competed and placed highly in all their events, contributing to Sussex County's 3rd Place finish in the competition.

Junior Guards completed another successful season with over 50 kids attending over the summer. Many of the junior guards competed at the Rehoboth Beach Junior Guard competition taking first place in most events. We will hopefully start seeing more recruits come out of this program in the next couple years to work on the Beach Patrol.

**Code Enforcement Report
August 2022**

Activity from August 1–31, 2022

To: Maureen Hartman, Town Manager

Activities

1. Telephone calls	239
2. Walk-In	19
3. Violation Notices:	
Call for corrections	4
Property maintenance	4
Construction trash	0
Drainage	0
Trash Bins.....	0
Work hours	0
4. Building Permits issued.	31
Renovations	2
New Residence	2
Decks	2
Roofing	4
Other	21
5. Stop Work Orders issued.	0
6. Grass Cutting Performed	0
7. Mercantile Licenses issued	11
8. Occupancy/Compliance Certificates issued.	0
9. Certificate of Occupancy Revoked	0
10. Complaints	2
11. Property Inspections	17
12. Meetings : Town Hall Pre-Construction.....1	BOA.....1
Council Person.....1	
13. Preliminary Plan Review.	6
14. Emails: Read – 1039 Responses required – 161	
15. Technical Assistance: Town Manager, Public Works, Mayor	
• Town Manager: Town Hall plans, ROW Issues	
• Public Works: Town Hall Plot surveys for Trees	
• Mayor: ROW inquiries	