



TOWN MANAGER'S MONTHLY REPORT

COUNCIL MEETINGS FOR MONTH OF: March

- ✓ **Town Council Meeting:** Friday, March 10 @ 9:00 am at Bethany Bch Volunteer Fire Co
- ✓ **Town Council Workshop:** Wednesday, March 22, time TBD/location TBD

DEPARTMENT REPORTS - February

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

- Issued 18 building permits in February.
- Conducted 9 property inspections in February.

Public Works, Supervisor Jon Stiffler

- DelDOT worked on water issue at North 6th and Coastal Hwy intersection at my request.
- Took inventory of speed limit signs on designated roads.
- Helped with moving of furniture for renovations in town hall.
- Installed new battery in 2016 Polaris.
- Assisted L&H contractors with install of new pipe and drain basin at 105 Bayshore.
- Met with Matt's Paving on patching and paving projects on New Castle.
- Had town hall emergency generator preventive maintenance performed by Kelly Generator.
- Painting lifeguard stands for summer season.
- Replaced fence along Sandpiper Village north walkway.
- Started spraying weeds along town rights-of-way.
- Fixed light post on South 7th Street.
- Jason from DNREC advised that they should be in town around March 15th to open up some of the walkways that are closed on the along Ocean Drive.
- Getting things ready for the summer season.

Town Hall, Town Manager Maureen Hartman

- Town Hall renovations actively continue, and we work with the contractor on a daily basis. Carpeting installed; still working on LVP, begin siding new portions; waiting for correct corners to come in, painting completed but touch-up will be required, data needs to be installed, electric and plumbing on-going, and waiting on exterior and interior doors. Town Hall and PW staff started to move a few items from the pod. Reminder: anyone visiting Town Hall should be cognizant of the areas taped/cordoned off by caution tape and do not cross any taped off area for safety reasons.
- Assist residents with numerous items.
- Worked with PW on Bayshore Drive project.
- Attended ACT meeting in Dewey with Mayor Saxton.
- Assist mayor, councilmembers, and committee members with various requests.
- Met with Budget and Finance committee on 2/7 in preparation of FY24 budget.
- Attended Sussex County Conservation meeting on 2/9.
- Submitted CTF request to Representative Ron Gray for a VMS sign.
- Attended USACE/DNREC meeting regarding beach nourishment for 2023.
- Town Clerk and I reviewed Solicitation for Candidates information.
- Bid opening for summer exercise program was held on 2/28.
- The insurance claim regarding the light that was damaged over the holiday, is still under review.