



# TOWN MANAGER'S MONTHLY REPORT

## COUNCIL MEETINGS FOR MONTH OF: August

- ✓ **Town Council Meeting:** Friday, August 11 @ 9:00 am at Town Hall
- ✓ **Town Council/Budget & Finance Workshop:** Tuesday, August 15 @ 9:00 am at Town Hall
- ✓ **Town Council Workshop:** Friday, August 25 @ 9:00 am at Town Hall

## DEPARTMENT REPORTS - July

### Code Enforcement, Joe Hinks

- 8 calls for property violations.
- 2 calls for construction debris
- 3 Unlicensed Contractors found working .
- 10 Mercantile licenses issued.
- 19 Building Permits issued.
- 3 Plans reviewed.
- 20 Property inspections
- Visited several sites with TM to assess drainage complaints.
- Working with TM and PW on drainage projects/recommendations.
- Working with TM and Mayor on ROW recommendations.
- ICC Index research
- Met with a few property owners and contractors on variance requests.
- Met with several property owners to discuss house lifting options and renovations.

### Public Works, Supervisor Jon Stiffler

- Unloaded police message board upon delivery and located it along RT 1 for PD.
- Reported pedestrian crossing lights not working at Petherton.
- Added additional garbage cans along ocean drive for 4<sup>th</sup> of July beach trash.
- Brushers sprayed the town hall and PD building for insects.
- Installed locking thermostat covers in town hall.
- Removed 2 dead trees at town hall.
- Put a new door stop on the meeting room door.
- Supplied trash cans and bags for bike rodeo.
- Assisted the CRC by hauling/tearing down movie equipment to the beach for movie night.
- Anchored floating wetland in Russell canal.
- Fixed road edge on N 5<sup>th</sup> and Ocean Drive.
- Relocated town mailbox because it kept getting hit.
- Did site visits with the town manager and codes enforcement on drainage issues.
- Met with Matt's paving and town manager on future pavement projects.

### Beach Patrol, Captain Ryan Dacey - Report for July 10 – August 3, 2023

- Rescues from Rip Currents:
  - 6 yr-old boy caught in Rip Current
  - 19 yr-old female & 50 yr-old male caught in rip current (double rescue)

- 7 yr-old girl and mother caught in rip current (double rescue)
- Injuries:
  - 11 yr-old girl- shorebreak injury body boarding. Complaining of neck and back pain. Put on backboard and sent to Beebe via ambulance
  - 50 yr-old male injured in shorebreak- minor lacerations to face, bandaged and declined further treatment
  - 56 yr-old male- injured in shorebreak bodysurfing. Extracted from the water, complaining of no feeling in arms or legs. Put on backboard and sent to Beebe via ambulance. Possible surgery necessary from swelling on the spinal cord
- Beach Closures for lightning storms- 3
- Lost Kids- 5

**Town Hall, Town Manager Maureen Hartman**

- Meet with residents regarding numerous items.
- Assist mayor, councilmembers, and committee members with various requests.
- Attend weekly beach nourishment calls with Corps of Engineers, Weeks Marine & DNREC.
- Kudos to the SBBP for the great job they've been doing at the beach. We've received numerous compliments regarding their assistance during various situations.
- Received VMS sign on July 3 which was purchased through the Community Transportation Fund (CTF) Program. Special recognition to Representative Ron Gray for approving the request for funding.
- Attended a DFIT Board of Trustees meeting on July 6.
- Assisted Chief Lovins with administrative requests.
- Completed updates to the personnel policy manual and sent to Solicitor for review.
- Assisted the South Coastal Library Cottage Tour Committee with the Cottage Tour portion in South Bethany.
- Attended a FEMA webinar on coastal flooding.
- Along with Code Enforcement officer, worked on changes for ordinances; sent to Charter and Code.
- Conducted site inspections with Code Enforcement Officer and Public Works Director for numerous issues, mostly stormwater related.
- Conducted road review with Matt's Paving and Public Works Director.
- Conference call with Homeland Security regarding the availability of cybersecurity grants.