



TOWN MANAGER'S MONTHLY REPORT

COUNCIL MEETINGS & MISCELLANEOUS FOR MONTH OF: AUGUST 2024

- ✓ **Town Council Meeting:** Friday, August 9, 2024, at 9:00 am at Town Hall
- ✓ **Town Council Meeting:** Friday, August 23, 2024, at 9:00 am at Town Hall

DEPARTMENT REPORTS - July

Code/Building Enforcement, Joe Hinks

- 3 calls for property violations.
- 1 Stop Work Order issued.
- 1 call for construction debris.
- 17 Mercantile licenses issued.
- 23 Building Permits issued.
- 5 Plan reviews.
- 13 Property inspections.
- Attended 1 TC Meeting.
- Attended PC meeting for lot combination.
- Assisted TM with drainage complaint and opened drain.
- Assisted TM with Road cut repair locations.
- Met with contractor and owner about setback violations for New Construction.
- Met with contractor about existing brace stabilization and repair.
- Met with homeowner regarding moving a dwelling in Town.
- Met with contractor to review floodplain compliance issue.
- Met with homeowner and builder about raising an existing dwelling.
- Responded to valid complaint for visual obstruction.
- Responded to a complaint of fecal dumping in canal.

Beach Patrol, Ryan Dacey

- Rescues from Rip Currents
 - 7/9- 17 yr old boy stuck in rip
 - 7/11- 8 yr old girl stuck in rip
 - 7/11- 10 yr old girl stuck in rip
 - 7/13- 12 yr old boy stuck in rip
 - 7/19- 6 yr old boy and 12 yr old boy stuck in rip
- Injuries
 - 7/8- 8 yr old boy hit head on sand in shorebreak, complaining of neck and back pain, checked out by Lieutenant, cleared
- Beach Closures for lightning storms - 3
- Lost Kids - 2

Town Manager, Maureen Hartman

- Assist residents with various issues.
- Meetings with UD about grants.
- Assist Mayor, council members, and committee members with various requests and meetings.

- Attended workshops held by ICMA, FEMA, and Women Leading Government (WLG).
- Assisted and met with auditors during Town audit.
- Discussions with and input from Charter & Code and Solicitor regarding editorial review by General Code. Submitted draft.
- Working with Edmunds to fix issues with their accounting software.
- Assisted Chief of Police with administrative items.
- Set up a “Coffee With” function for CRC and Chief Phil Brackin.
- Met with Historical Society regarding project for TH lobby.
- Assist public works department with numerous town-wide items.
- Met with Delaware Sea Grant and Bethany Beach about partnering for an emergency preparedness workshop in 2025.
- Along with Joe Hinks, worked on ROW, check valve, jetting, and stormwater issues/projects.
- Meeting with Matts Paving regarding road projects.
- Received word from Senator Carper’s office that the Town was not approved by the Senate Appropriations Committee for funding (Water Resources Development ACT Section 219 program).
- Meeting with Joe Hinks and rep from Center for Geospatial Solutions regarding GIS project. CGS will be providing a small presentation in Sept about the GIS program for the Town.
- Provide additional information to DEMA/FEMA regarding the Hazard Mitigation Grant (HMG), due to change in Scope of Work. FEMA will be providing us with the additional \$3,500.00 towards that change.