



# TOWN MANAGER'S MONTHLY REPORT

## COUNCIL MEETINGS & MISCELLANEOUS FOR MONTH OF: SEPTEMBER 2024

- ✓ **Town Council Meeting:** Friday, September 13, 2024, at 9:00 am at Town Hall
- ✓ **Town Council Meeting:** TBD

## DEPARTMENT REPORTS - August

### Code/Building Enforcement, Joe Hinks

- 1 call for property violations.
- 3 Stop Work Orders issued.
- 1 call for construction debris.
- 2 unlicensed contractors found and now properly licensed.
- 10 Mercantile licenses issued.
- 27 Building Permits issued.
- 7 Plan reviews.
- 10 Property inspections.
- Assisted PW with ROW issue and helped remove vegetation.
- Continued working with TM on GIS program
- Investigated safety complaint occurring at an intersection.
- FEMA investigation of illegal conversion of space corrected and closed.
- Met with member of Council concerning flood valves and stormwater project.
- Met with member of HS concerning SB storyboards.
- Met with homeowner to go over New Construction requirements.
- Met with homeowner to go over unsafe stairway and options to repair.
- Met with homeowner again regarding moving a dwelling in Town.
- Met with homeowner and contractor to explore ways to elevated and reconfigure their existing home.
- Verified 2 lost drains on Carlisle Rd. Exploring ways to reconnect drains.
- Met with homeowner and builder about raising an existing dwelling to become more flood resistant.
- Hired contractor to correct three grass violations

### Beach Patrol, Ryan Dacey

#### Rescues from Rip Currents-

- 8/4- 5 yr old boy stuck in a rip
- 8/8- 10 yr old boy stuck in a rip  
5 yr old boy stuck in a rip
- 8/10- 5 yr and 10 year old boys stuck in a rip  
Father and 2 young children stuck in a rip
- 8/31- 10 yr old boy stuck in a rip

#### Injuries-

- 8/4- 10 yr old boy cut finger on fishing line. Basic first aid administered
- 8/13- 12 yr old boy got a fishhook stuck through his finger. Sent to ER for removal
- 8/14- 70 yr old woman experiencing abdominal pain; transported off beach to family vehicle
- 8/31- 13 yr old boy cut finger, basic first aid administered

Beach Closures for lightning storms- 0

Lost Kids- 2

**Public Works, Jon Stiffler**

- Installed new batteries in message board
- Looked at drainage issue on Layton (check valve recommended)
- Continue 7 day a week beach trash until September
- Re-attached floating wetland on Boone
- Met with Lyndon on replacing drainage pipe under Black Gum
- New tires mounted on Kubota ATV
- Met with Sussex tree on taking down 7 trees on Tamarack
- Fixed 2 ballasts in PD building lights
- 2012 truck exhaust rusted through new pipe installed
- Installed 2 memorial bricks at town hall

**Town Manager, Maureen Hartman**

- Assist residents with various issues.
- Work with public works with stormwater management, check valves, and roadway decisions.
- Contact sub-contractors regarding infrastructure proposals.
- Meeting with Justin Madron to discuss GIS for the town.
- August 8 B&F meeting.
- Address FOIA requests.
- Attend lifeguard award ceremony. Congrats to Meg Macauley, South Bethany's lifeguard of the year award winner!
- NEBS and HIPAA training for state requirements.
- Assisted/Met with various Council members.
- Attended an ICMA course entitled Capital Improvement Plans and Understanding the Fundamentals.
- Work on fall newsletter.
- Working on stormwater projects with Joe Hinks.