



# TOWN MANAGER'S MONTHLY REPORT

## COUNCIL MEETINGS & MISCELLANEOUS FOR MONTH OF: MARCH 14, 2025

- ✓ **Town Council Meeting:** Friday, March 14, 2025, at 9:00 am at Town Hall
- ✓ **Town Council Workshop:** Thursday, March 27, 2025, at 9:00 am at Town Hall

## DEPARTMENT REPORTS – FEBRUARY 2025

### Code/Building Enforcement, Joe Hinks

- 11 Property inspections.
- 4 Plan Reviews
- 24 Mercantile Licenses
- 23 Building Permits Issued.
- Responded to 4 complaints involving trash and debris on road.
- Worked with a homeowner on understanding her existing plot survey and New Construction.
- Assisted Owner that had contractor issues find a replacement contractor.
- Worked with Bethany Beach Building Official on contractor problems in surrounding areas.
- Working on Phase 2 of ROW clearing-Status: Various tree branches being removed.
- Continued working with TM on Drainage Project- Status: Ongoing and meeting with Rep for solutions.
- Assisted TM: PW office cleaning and setting up.
- Removed damaged Asphalt street delineator.
- Assisted TM: Met with Master Electrician to address immediate safety concerns for PW Building.
- Assisted TM: Met with Generator company to discuss electrical issues and replacement.  
Update: Quote for replacement pending

### Stormwater Project and Beach Patrol, Ryan Dacey

- Work with Atlantic Pumping for second round of jetting of drainpipes
- Provide findings and updates of drainpipes cleaned out and inspected
- Update Beach Patrol inventory list
- Set dates for lifeguard tryouts
- Create social media ad for Lifeguard Recruitment
- Have newspaper ad created for Lifeguard Recruitment
- Recruit potential Lifeguard candidates for tryouts
- Contact vendors for Beach Patrol uniforms
- Begin contacting previous lifeguards for return status and schedules
- Write a letter of recommendation for previous lifeguard who is switching to teach at a different University

### Town Manager, Maureen Hartman

- Assist residents with various issues and questions.
- Worked on check valves and stormwater management with Code Enforcement Officer; met with contractors.
- Assisted with winter storm preparations for Public Works, attended DEMA briefings for inclement weather, and worked on other miscellaneous PW projects.

- Budget discussions with Chief Lovins.
- Multiple meetings with UD and Mayor Dondero.
- Assisted Council members.
- Working with Finance Director and Treasurer on FY26 budget.
- Working with DNREC and Solitude Lake Management for the algae harvesting project.
- Attended a Delaware League meeting on Feb 27.
- Met with Matt Carter from T2/LTAP regarding a 5-year roadway study for the Town.
- Along with Sea Grant, Bethany Beach, and Sea Colony, work on an Emergency Preparedness Workshop for March 28.
- Feb 11 - Met with Chris Ramos, Cybersecurity State Coordinator, US Dept of Homeland Security, and Renee McDorman, regarding cybersecurity grants for local government agencies.
- Worked on General Code project.
- Attended Freeman Center Awards Ceremony honoring SBPD Officer Matt Boyd as Officer of the year for the Town of South Bethany.
- Feb 25 – attended Resiliency Meeting.
- Feb 27 – Bid opening for Exercise Concessions.