

DEPARTMENTAL WEEKLY REPORTS

August 29, 2014

Parks & Recreation

Administration & Planning

We committed time reviewing and providing comments on Construction Improvement Plans for development projects.

I spent a considerable amount of time on the Curtis Mill Park project. Project Update:

- The contractor milled Paper Mill Road and began applying asphalt. Paving will be completed this Thursday night into Friday early morning.
- Parks personnel installed the park sign
- Plaza picnic bench attachments were installed
- The contractor continued to apply top soil and seed the site

We completed landscaping inspections at certain subdivisions for the issuance of Certificates of Occupancy.

Two local Boy Scouts recently completed projects approved by their respective Council's to achieve Eagle Scout status. Alan Buckmaster of Troop 255 is nearly finished with renovations to the storage building at Fairfield Park which will be utilized for the Community Garden program planned to begin in the spring of 2015. Stephen Lu of Troop 601 completed the construction of a 57' extension to a raised wooden boardwalk at Rittenhouse Park. I couldn't be more pleased with the workmanship and resulting products.



Tom completed inspections at four (4) park sites and developed maintenance work orders.

He also attended windows training repeating both sessions twice during the week.

We had follow-up conversations with DelDOT regarding their plan to replant certain areas of the traffic medians along South Main Street/Elkton Road.

I committed time preparing materials for the Culture of Health Award Application.

Parks Maintenance

Mowing operations are ongoing.

The crew placed fall event banners on light poles on the Hall and Pomeroy Trails.

To a limited degree the crew provided some guidance and a few tools to the Eagle Scout candidates.

We committed time doing tree work at several park site.

Installed the park sign at Curtis Mill Park.

We completed and began working on several general park maintenance work orders.

We began mulching the downtown parking lot landscaped beds and started replenishing wood carpet (safety surface) under play units.

Recreation Services

Paula completed a 2-day orientation with the Before and After School staff in preparation for the start of the school year. Sixteen (16) staff were trained and guest speakers included a representative from Child Inc. and the Office of Child Advocacy. Additional staff will be trained next week when they return for classes at the University. Downes After Care is full with 70 children and West Park is starting with 34 enrollment, which is the highest starting point we have had for West Park since taking over the program in 2011. Paula also continues to complete necessary paperwork on all staff to comply with the State Office of Child Care requirements.

Soccer practices have started for the youth league. We continue to place registrants on teams and both leagues are now full.

Adult Summer Volleyball Championships concluded this week with the Monday and Tuesday night leagues receiving trophies.

Recreation staff completed the preparation of promotional materials for fall programs including TV Channel 22 submittals, PSA's and flyers.

Tyler attended parts 1 and 2 of the IT computer training for Windows 7, attended the GIS Committee meeting and is working on summer program statistical information.

Tyler is working to fill fall staff positions including swim lesson instructors, tennis instructors and dance instructors.

Sharon has been working on items associated with Community Day. Applications for the event have been coming in steadily with vendors trying to get their applications in before the

late fee (\$10) starts on Monday. Sharon and Joe did a walkthrough of the UD Green to make sure there were no areas of concern. She has been trying to increase the number of performers and demonstrators for the event by emailing past performers as well as ones that submitted information to perform at other Parks & Recreation events. She has also made contact with the Division of Health to set the cutoff date for food vendors to submit their application.

Finance – Lou Vitola, Director of Finance

Customer Service

The renovations in the Customer Service Department are nearing completion. The window area is secured, and two of our full-time customer service representatives are customer facing and behind secure glass. Soon, the doors in the area will be secured, and all three full-time Customer Service Representatives will be customer facing. In addition, the mailroom will be secured as part of the ongoing building security improvements.



The Customer Service Department and our billing and payment processing systems are now equipped to process McKees solar donations and investments. The information linked below was provided to the Conservation Advisory Commission and the City Solicitor for final review before advertising efforts will be undertaken. In the absence of advertising efforts, we have raised a total of \$1,670 in funding for the park, \$350 of which consists of seven \$50 investments, \$1,320 of which represents outright donations and panel donations. Please see the new site www.greennewarkde.us which highlights Newark's green efforts over the years, in addition to profiling McKees Park. From there, customers can:

- Link directly to the [McKees Park Crowd Funding Site](http://www.gofundme.com/mckeessolarparkfund) to either donate or invest in McKees Solar Park electric output online, (<http://www.gofundme.com/mckeessolarparkfund>)
- Link to a fillable form which can be submitted electronically to the Customer Service Department, which will add a donation or an investment to an existing electric customer's bill,
- Link to a paper form which can be printed and filled out manually and taken to the Customer Service Department, which can process the donation or investment in person. Printed forms are also available in the department.

Accounting

Internal budget hearings are nearly complete. The Finance Department will continue efforts to compile the CIP and operating budgets in advance of the upcoming financial workshop (scheduled for Monday, October 6, 2014) and public budget hearing (scheduled for Monday, November 17, 2014).

Alderman's Court

This past week we held three court sessions. We processed a total of 57 arraignments, 50 trials, 13 capias returns, 3 pleas and 4 case reviews. We also transported 4 inmates for different events on Thursday.

Police

On August 27th, a 52-year-old male was arrested for Driving Under the Influence of Alcohol. Once at the station, the suspect threatened to kill M/Cpl. Watson, Detective Skinner, both their families, and Det. Skinner's goldfish. The suspect, who has a lengthy history of robbery, assault, and resisting arrest, was charged with DUI and terroristic threatening.

This past weekend was very busy with University of Delaware student move-in. Officers responded to numerous calls of loud parties and disturbances. Our fall crime suppression assignments were in place, and no robberies or major crime occurred. The Newark Police Department and University of Delaware Police Department will be teaming up again this year for aggressive party patrols. These patrols are grant funded overtime, through the university.

Lt. Hargrove has been working with City Solicitor Bruce Herron concerning the "Local Deliveries Only" for trucks on Christina Parkway (Route 4). One city resident has been requesting strict enforcement of the trucks that use the roadway. Truckers using the roadway have requested the legal parameter or definition of local deliveries. Lt. Hargrove asked DelDOT as this is a state maintained roadway for the definition of "local deliveries". DelDOT does not have a definition. The Police Department is unable to conduct enforcement until a definition of "local deliveries" is provided by DelDOT.

WEEK 08/17/14-08/23/14	INVESTIGATIONS			CRIMINAL CHARGES		
	2013 TO <u>DATE</u>	2014 TO <u>DATE</u>	THIS WEEK <u>2014</u>	2013 TO <u>DATE</u>	2014 TO <u>DATE</u>	THIS WEEK <u>2014</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	1	0	0	1	0
Kidnap	0	1	0	3	1	0
Rape	4	2	0	3	5	0

Unlaw. Sexual Contact	0	5	0	0	2	0
Robbery	21	19	0	35	25	0
- Commercial Robberies	6	4	0	6	2	0
- Robberies with Known Suspects	2	3	0	7	2	0
- Attempted Robberies	3	3	0	0	0	0
- Other Robberies	10	9	0	22	21	0
Assault/Aggravated	13	4	0	17	6	0
Burglary	58	56	3	46	31	1
- Commercial Burglaries	16	9	1	8	4	0
- Residential Burglaries	40	45	2	35	20	0
- Other Burglaries	2	2	0	3	7	1
Theft	472	367	10	231	159	10
Theft/Auto	23	30	1	5	6	0
Arson	0	1	0	0	0	0
All Other	49	41	1	98	128	12
TOTAL PART I	640	527	15	438	364	23
<u>PART II OFFENSES</u>						
Other Assaults	163	170	4	126	136	6
Rec. Stolen Property	8	1	0	14	32	3
Criminal Michief	221	171	7	191	47	0
Weapons	8	14	0	41	42	0
Other Sex Offenses	2	0	0	4	0	0
Alcohol	213	203	5	508	358	12
Drugs	140	89	2	333	233	1
Noise/Disorderly Premise	365	396	12	244	181	9
Disorderly Conduct	261	113	4	186	128	5
Trespass	110	112	3	107	72	0
All Other	334	321	10	355	293	6
TOTAL PART II	1825	1590	47	2109	1522	42
<u>MISCELLANEOUS:</u>						
Alarm	768	671	23	0	0	0
Animal Control	288	384	13	10	1	0
Recovered Property	170	161	6	0	0	0
Service	16490	16206	445	0	0	0
Suspicious Per/Veh	337	326	11	0	0	0
TOTAL MISC.	18053	17748	498	10	1	0

	THIS	2013	THIS	2014
	WEEK	TO	WEEK	TO
	<u>2013</u>	<u>DATE</u>	<u>2014</u>	<u>DATE</u>
TOTAL CALLS	769	25,652	688	24,378



Newark Police Department
Weekly Traffic Report
08/17/14-08/23/14



	2013 YTD	2014 YTD	THIS WEEK 2013	THIS WEEK 2014
TRAFFIC SUMMONSES				
Moving/Non-Moving	9,279	6,461	264	268
DUI	163	114	2	7
TOTAL	9,442	6,575	266	275

PARKING SUMMONSES				
Meter Tickets	13,187	11,273	379	372
Parking Summons/IPR	4,816	3,297	116	103
Scofflaw Amount Collected	137 = \$26,466	84 = \$17,492	1 = \$175	1 = \$225
TOTAL	18,140	14,654	489	476

*1 PT PEO ON VACATION

TRAFFIC ACCIDENTS				
Fatal	0	2	0	0
Personal Injury	141	116	2	4
Property Damage (Reportable)	213	240	5	10
Property Damage (Non-Reportable)	353	331	9	2
Hit and Run	191	173	5	6
TOTAL	898	862	21	22

City Manager's Office

Personnel – Andrew Haines, Deputy City Manager

- Joined the orientation process for Parks & Recreation Before and After Care staff – my portion of the onboarding was to try to impart elements of labor law and human resources regarding social media activity, interaction with minors and sample of real life cases to demonstrate impact of such events.
- Met with new police recruit, Casey Rivers, to complete his orientation paperwork prior to the start of the 2014 fall DE Police Academy.
- Spent time working with the Employee Healthcare Committee regarding the alternative proposal for 2015 renewals. The Committee voted 6-0 to present the option before Mayor and Council on the September 8 agenda. This will be presented by me, along with representatives of the Delaware Valley Health Trust (DVHT) at the September 8 meeting. The timing of the presentation is essential to be able to realize a January 1, 2015 renewal, should Mayor and Council support the proposal.

- Had a meeting with a media professional to further assess our options to recruit staffing vacancy.
- Finance convened several 2015 Budget Hearing meetings this week, primarily on PW & WR operations and capital proposals.
- Josh Brechbuehl, Lou Vitola and myself met to assess our ongoing PCI Compliance; an audit and further specialized assistance has been identified as a priority for City operations.
- Carol and I met with FOP membership regarding the Deputy Chief proposal to hear the Union suggestions and concerns. The meeting was positive, and I still believe we can hit our target of an October position announcement.

IT Department Weekly Status Report (8/27/14) - Joshua Brechbuehl, IT Manager		
Total Tickets Currently Open - 120		
Voice Over IP (Phone System) Replacement	On-Track	Expected Completion Fall 2014
Moving the City away from standard Copper phone system to new Voice over IP (VOIP) Phone System		
Latest Update: Kick-off meeting completed. Scheduling design and technical days for consultant		
City will see improved call control, conference call features, voice mail integration, collaboration and call clarity. This will also cut down or even eliminate long distance phone charges.		

PCI Compliance	Started	No ETA
City has upgraded itself to higher standard for PCI Compliance. New benchmarks are required and City is working towards those new benchmarks in security and process.		
Latest Update: Confirmed PCI consultant who will be providing a full PCI audit to determine any additional security needs.		
Achieving this higher standard of PCI compliance will provide the City a better level of security for monetary transactions.		

License Plate Reader Cameras (2)	Started	September 30, 2014
The City was granted 2 License Plate Reader cameras that will be placed at the edge of the City.		
Latest Update: We are determining how to network these cameras to our existing environment		
Cameras would ideally be connected to City Metro Mesh, however current bandwidth is not sufficient for proper use. Investigating options to either increase speed or alternatives.		

Police Activity Tracking System	HOLD	Expected Completion Fall 2014
City Police has need to upgrade existing software used to track daily activities.		
Latest Update: Waiting for RFP process to complete – No Update		
Software is used to track detailed information about officer/team activity during a shift for use in determining efficiency ratings and total counts.		

Council / Manager / Department Weekly Reports	Started	Expected Completion Fall 2014
Weekly reports in new format		
Latest Update: Draft reviewed, changes submitted. – Update expected next Wednesday		
Feedback from Council indicated increased need for more efficient and clear delivery for Department Manager weekly reports. We are looking into leveraging system that would allow multiple sorting methods with ability to search based on search term.		

Office 365 Mailbox Migration	Reopened	Expected Completion Summer 2014
Move data from on-premises to cloud		
Latest Update: Reopened – CityView is not fully compatible with Office 365. Building Hybrid Server.		
Work to decommission on-prem Exchange Email Server and move all mail to the cloud.		

Virtual Server Backup Solution	Started	Expected Completion Fall 2014
Since migrating from a physical infrastructure to a virtual infrastructure, a new backup solution was necessary.		
Latest Update: Server built, testing ongoing		
Consolidate all City backups into single source solution using Microsoft Cloud technologies.		

Other Notable IT Updates
• Patrick Craig of Newark PD is testing a Windows Tablet and Bluetooth printer on his motorcycle. • Parking Division - 2 out of 3 parking booths are now utilizing high speed broadband credit card readers, 3rd expected in coming weeks. • We have had significant issues related to our Hyper-V virtual environment and are engaging Microsoft to assist. Currently, there has not been a negative impact to our users due to redundancy. • Due to recent changes to PCI Compliance and its impact on the City of Newark, the Administration, IT and Finance Department have hired a PCI DSS Consultant to assist us in ensuring that we continue to meet the new requirements. • Police Dispatch has had their workstations reconfigured to re-arrange existing monitors and upgrade others. • We are currently working on a plan to improve the City's Emergency Operations Center (EOC) by providing a working environment that is always ready in case of emergency. • The VOIP project kicked off this week. Expected installation to occur October.

Planning & Development

Planning

Considerable time was spent this week preparing for the September 2, 2014 Planning Commission meeting. On the agenda are:

1. An amendment to the Zoning Code regarding “no impact” home based businesses.
2. Request of the Newark Bike Project, Inc. for a temporary parking waiver to convert two off street vehicular parking spaces at 136 South Main Street to bicycle parking spaces.

On Thursday, Development Supervisor Mike Fortner attended the Technical Advisory Committee meeting for WILMAPCO and the Newark Bicycle Committee meeting.

On Thursday, Mike staffed the Board of Adjustment meeting. At the meeting, the Board granted a 4.2 ft. building setback variance for the property at 15 Adelene Drive to construct a covered front porch. The Board also approved variances at 107-109 South Chapel Street to replace an existing, legal non-conforming, two unit apartment building with a new two unit apartment building. Variances granted include an 8.9% variance on lot coverage, a 21% variance on open area, a 10 ft. and 7 ft. variance for parking spaces abutting perimeter streets and property lines, and an 8 ft. variance on front setback.

On Tuesday afternoon, Mike and I met with two property owners along Cleveland Avenue to discuss the potential redevelopment of their properties.

Some time was spent this week working on the 2015 Operating and Capital Budgets.

At the meeting Monday night, Council approved the Unicity Bus operating agreements with UD and the Delaware Transit Corporation for the continuation of free bus service in our community, and provided direction on smart meter operations. Also at the meeting Planner/DNP Administrator Ricky Nietubicz joined Downtown Delaware Director Diane Laird in a presentation regarding the National Main Street Center's approach to downtown revitalization and the Downtown Newark Partnership (DNP).

Some time was spent this week on another FOIA request.

Time was spent preparing for the meeting of the Technical Advisory Committee for the Rental Housing Needs Assessment Study, Phase 1. The meeting will be held on Thursday, August 28th at 7 p.m. in the City Council Chamber.

On Monday, Mike attended a pre-construction meeting for the ADA Ramp Rehabilitation project that is partially funded through the Community Development Block Grant Program. He reviewed with the contractor regulations concerning the Federal Wage Requirements for the Davis Bacon Act and reporting requirements with the contractor.

On Wednesday, Mike attended the Office of State Planning's Planning Land Use Service (PLUS) meeting to review the Planning Commission Draft of the Newark Comprehensive Development Plan V. The Office of State Planning will release a review letter with final comments and recommendations within 30 days, and that letter will be forwarded to Council and posted on the City's webpage.

DNP Administrator Ricky Nietubicz spend some time filling in for the vacant Community Affairs Officer position, including press releases and social media postings.

This week the Planning and Development Department has processed:

- 12 Building Permits
- 2 Subdivision Reviews
- 5 Buyers Affidavits

Economic Development

Some time was spent working with Atlantic Realty Company on potential tenants for the Newark Shopping Center.

Some time was spent on upcoming events including: Community Day – Sunday, September 21st and Taste of Newark – Sunday, September 28th.

Parking

This week the Parking Division began installing the credit/debit enabled card parking meters on Main Street. Main Street installation should be completed today.

Considerable time has been spent issuing municipal parking lot monthly parking permits. At this time the monthly permits are completely sold out.

As has been the City's tradition, in observance of the Labor Day holiday, parking will be free at meters and in municipal lots on Sunday and Monday of the upcoming weekend. Smart meters will be programmed to reflect no charge, and signs will be posted in lots.

Code Enforcement

Renovations at Vita Nova at the U/D Trabant Center have been completed.

Fraternity and Sorority safety inspections have started this week.

Painting With A Twist in Suburban Plaza will get there C/O this week.

Building Maintenance

Repairs were completed at the single bathroom at the warehouse building.

Pictures were hung at locations throughout City Hall.

Maintenance personnel is currently working on repairs to the ice machine at the yard.

Public Works & Water Resources – Tom Coleman, PW&WR Director

Management

- Street Contract: Completed milling and base hot mix paving on Long Meadow Court. Completed curb replacement on West Mill Station Drive, Hawthorne Avenue and Magnolia Circle. Compiled quantities for Estimate #1 and sent to Contractor for their use in invoicing.

CONTRACT 14 – 04

2014 STREET IMPROVEMENT PROGRAM WEEKLY PROGRESS UPDATE

LOCATION	CURB	MILLING	BASE PATCH.	BASE HOT MIX	UTIL. ADJ.	TOP PATCH.	TOP HOT MIX
Ash Avenue - Woodlawn Ave. to culdesac	95%	*	*	n/a	n/a	*	*
Corbit Street - New London Rd. to W. Main St.	*	*	*	*	*	n/a	*
Dallam Road - Old Oak Rd. to Hillside Rd.	*	*	*	n/a	*	n/a	*
E. Park Place - Haines St. to Academy St.	n/a	*	*	n/a	n/a	n/a	n/a
Falling Tree Court - Farmhouse Rd. to culdesac	X	*	*	*	*	n/a	*
Hawthorne Avenue - Anna's Way to Adelene Ave.	X	*	*	*	n/a	n/a	*
Long Meadow Court - Country Hills Drive to culdesac	X	X	X	X	n/a	n/a	*
Magnolia Circle - Hawthorne Ave. to culdesac	X	*	*	n/a	n/a	n/a	*
Old Oak Road - W. Main St. to Dallam Rd.	*	*	*	n/a	*	n/a	*
Old Oak Road - Dallam Rd. to Cheltenham Rd.	n/a	*	n/a	n/a	*	n/a	*

Thorn Lane - Elkton Rd. to City Limit	X	*	*	*	n/a	n/a	*
Timberline Drive - S. Wynwyd Dr. to Church Rd.	X	*	*	*	n/a	n/a	*
W. Mill Station Road - Delrem Dr. to 74 W. Mill Station Rd.	X	*	*	*	n/a	n/a	*
(13) TOTAL LOCATIONS ON CONTRACT				AS OF WEDNESDAY, AUGUST 27, 2014			
(0) LOCATIONS COMPLETED				* - NOT STARTED			
(7) LOCATIONS CURB R & R IS COMPLETE AWAITING MILLING				% - COMPLETED(WORK CONTINUES)			
(1) LOCATIONS CURB R & R IS ONGOING				X - WORK COMPLETED			
(5) LOCATIONS NO WORK HAS BEEN INITIATED				N/A - NOT APPLICABLE			

- **Street Sign Retroreflectivity Study:** For the past eight weeks interns supported by PW&WR Management staff and UD's T2 Center have begun the sign inventory for the City of Newark. The main goal for this eight-week program was to get a preliminary data set to analyze and determine where Newark stands with new MUTCD (Manual on Uniform Traffic Control Devices) regulations. We have gathered data on 1,362 signs to date. With this sign data we have created a geodatabase of information and analyzed each sign with various compliancy standards that are outlined in the MUTCD. This data is available to the department in both tabular and visual form. Moving forward we plan to continue post-processing the data in order to further understand where the City of Newark is compliant and non-compliant with the MUTCD. With this information we are able to generate a detailed approach to optimally reaching full compliance. The below figure provides an overview of the roadway signage compliancy with respect to retroreflectivity. In the area surveyed, the City is 80% compliant for retroreflectivity (for the visual aid below red/non-compliance has been brought to the foreground and may cover several compliant signs in the vicinity). (Figure 1)

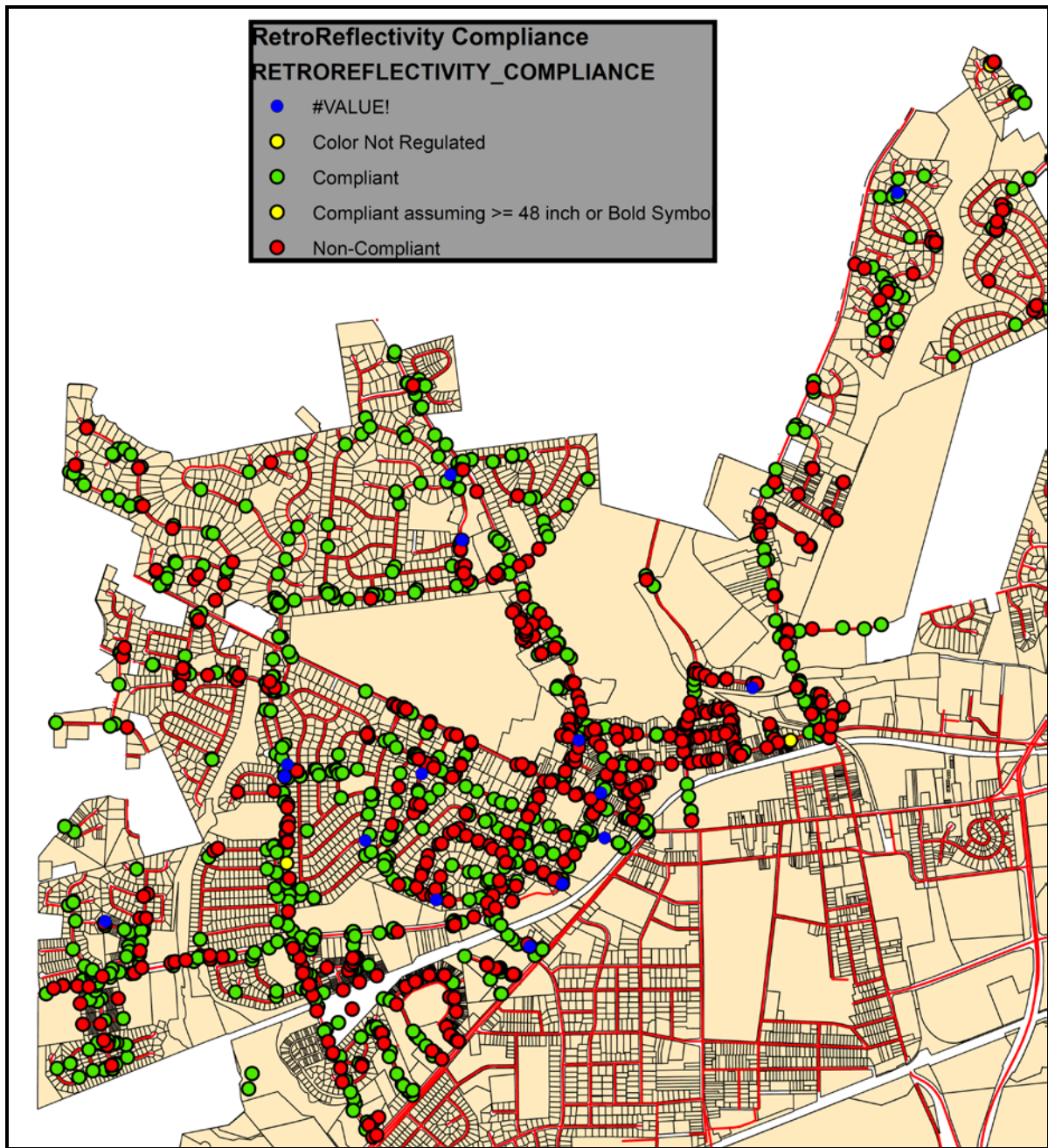


Figure 1: Retroreflectivity Compliance

- Transfer Station Closure: Soil sampling has been completed at the Transfer Station by our engineering consultant. Representatives from DNREC, PW&WR and JMT were onsite to approve final locations of samples collected. Preliminary indications are that the samples taken will test negative (clean) leading to no further disposal costs to the City. Final test results and a written report are anticipated within three (3) weeks. (Figure 2)

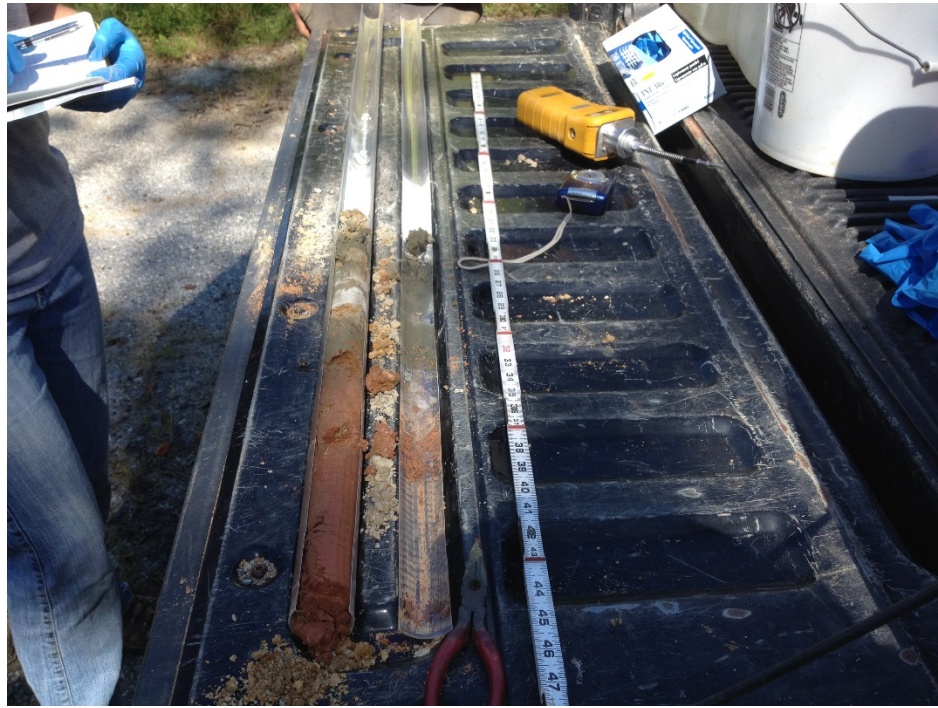


Figure 2: Transfer Station Soil Sample

- Corbit Street Area Water Main Replacement: The contractor has mobilized a second crew and is now working on main installation on Corbit Street and house service installation on the Rose Street section of Ray Street. The main is in most of the way up Corbit Street now and the contractor installed approximately 400' of main this week.
- White Clay Creek Crossing: The main is now live and fully functional. The only item outstanding is the road patch on North College Avenue which our crews will be completing in-house.
- Concrete Tank Roof Repair: This week we began preparations to test the system with the Concrete Tank offline. There are challenges associated with taking this tank offline that may result in the need for temporary storage during construction, this test will verify if that will indeed be the case. We plan to take the tank offline on Tuesday, September 2nd through Friday, September 5th at which time we will be monitoring system pressure around town to compare it to the baseline values we recorded this week.
- Paper Mill Road Culvert Replacement: Our engineering consultant has started preparing permit applications and preliminary design documents for the permit application.
- McKees Solar Park: The contractor ran into a shipping issue with the racking anchor parts that has delayed the rack installation. As a result, installation of racking will commence the week of September 2. We are also coordinating with our engineer who designed the sub-slab ventilation design and DNREC to slightly modify the design based on feedback from the contractor. This will not affect the schedule.
- PW&WR coordinated a site visit with the developer for Twin Lakes this week to discuss items outstanding which will need to be completed prior to November for conditional acceptance of the public streets. These improvements have been outstanding for some time now and we are coordinating with the City Solicitor to

complete the work with City contractors and draw on the developer's letter of credit for the project to cover the costs, in the event that the developer is unable to complete the improvements.

- Held the pre-construction meeting for the Upper Christina Stream Restoration project with DNREC and the contractor for the project. One of our PW&WR inspectors has been assigned to the project to provide construction review.
- Completed PW&WR budget hearings.
- Met with representatives from the Nature Conservancy and the UD Water Resources Agency to discuss the possibility of participating in a proposed "Brandywine-Christina Healthy Water Fund" being investigated by the Nature Conservancy as part of a William Penn Foundation grant project. The goal of the water fund would be to restore the Brandywine and Christina watershed to fishable and swimmable status by 2025. If this water fund is created, it would give the City an easy and efficient way to participate in efforts to clean up the source water to our drinking water intake on the White Clay Creek. The fund would be able to identify and rank projects that would be able to be jointly funded by the members of the fund. This will dramatically help our ability to tackle emerging contaminants like pharmaceuticals and personal care products along with current contaminants like Cryptosporidium, suspended solids, and nutrients.

Stormwater Weekly Report

- ☛ Rechecked 3 Illicit Discharge Detection and Elimination (IDDE) complaint locations for signs of a continuing discharge. Nothing was found.
- ☛ Assisted the University with a DNREC well application that was submitted in preparation for soil borings the City is drilling for a future yard waste storage area at the old Transfer Station.
- ☛ Met with the White Clay Wild and Scenic Management Plan Coordinator to discuss the maintenance progress and supplemental planting planned for September 17th at the 3 basin retrofits in the Hunt at Louviers.
- ☛ Responded to several UD inquiries about the sanitary smoke testing program being conducted – they were seeing smoke in the Gilbert Hall dorms resulting from dry floor drain traps. They anticipate similar problems with the Harrington and ASDR buildings. We provided them with the contractor's contact information so they can work to proactively avoid filling these buildings with smoke.
- ☛ Investigated an IDDE while at the Hunt at Louviers for an unrelated matter. There was a bright white powdery substance at one of the outfalls. It appears that someone dumped lime into an upstream catch basin and then rinsed it. The odor, appearance, plus a quick pH/alkalinity test confirmed it was lime. No environmental concerns with leaving it there.
- ☛ Met with UD for a quarterly NPDES coordination meeting.
- ☛ Previewed a draft geodatabase that JMT set up and emailed over for our review.
- ☛ Investigated another IDDE muddy complaint at the end of Apple Road at the Hall Trail for muddy water. The responsible party has been identified and we are currently working with them to eliminate the recurring discharge.
- ☛ Created a list of items I will need to coordinate with the new Planning and Design Engineer when it comes time for annual MS4 reporting.

- Please see write up from North Creek Nurseries regarding coordination of Hunt At Louviers SWM Retrofit:



Customer Login

[Password Reminder](#)

Search

Hats Off to Claudia West!

The Delaware Nursery & Landscape Association 2013 Landscape Award was recently presented to our Ecological Sales Manager, Claudia West.

This honor is made in recognition of excellence in the design, plant selection, and installation of an outstanding landscape. The landscape being recognized is The Hunt at Louviers, a City of Newark stormwater retrofit project focused on improving water quality.

When asked some of the highlights associated with the project, Claudia replied, "The project was largely spearheaded by City of Newark Stormwater Program Coordinator, Kelley Dinsmore. She was wonderful to work with as were all of the other entities involved. It is an honor to be recognized by DNLA and I very much share this award with The City of Newark, Duffield Associates, and CGC Geoservices."

The Hunt at Louviers stormwater project was supported by generous funding from DNR's Community Water Quality Improvement Grant. Additional funding secured by the White Clay Wild & Scenic Program supported public outreach, coordination of volunteers, and plant layout and installation oversight. By re-grading, removing invasive species, and retrofitting the existing basin, water quality will improve, native vegetation will be restored, and pollinators and insects will have a place to feed and find shelter.

Over 100 hard-working and dedicated community volunteers from Bank of America, Dupont's Clear into the Future program, students from the University of Delaware, Pennoni Associates, Trail Spinners, The Nature Conservancy, and the PA Mater Naturalist program joined forces to install 28,000 Landscape Plugs™ and broadcast 20 lbs of a custom seed mix, supplied by Ernst Conservation Seed, over 37,860 square feet. Planted last year on Earth Day, the project is well on its way with 100% plant cover. Moving forward, Brandywine Nurseries will keep this planting on track by removing invasive species and tending to this beautiful green space.

Congratulations to all involved planning and planting The Hunt at Louviers, well done!



Refuse Division

- Repair parts have been received and installed for the Big Belly Solar Unit that was damaged upon delivery. Repairs were completed in-house and the remaining pilot dual compaction unit was installed on Main Street. So far we are collecting each unit one time per week, down from seven (7).

Water & Wastewater Division

- The Water Division has supported the inspectors with Miss Utility mark-outs due to the busy construction season, and also delivered notices for meter replacements and stopped meters.

- Manhole 75-13 in the woods at the end of Kells was grouted.
- Regular maintenance was performed at the NWTP Raceway and at the Reservoir.

Street Division

- Final repairs of the sinkhole on Freemont Road were completed. A concrete shelf was poured and blacktop was installed.
- Temporary traffic control features to create a lane shift on New London Road were installed to perform catch basin repairs in the high traffic area.
- Catch basins have been repaired at Haywood Court, Hidden Valley Road and Forrest Lane.

Garage

- Technicians have installed a set of motor mounts in the second Chevy Caprice patrol car, and we are also installing our second A/C compressor in one of the units.
- Technicians have also replaced an EGR cooler and complete turbo charger assembly in a large International engine.
- We have started the process of getting the Street Division fleet ready for leaf collection season.

Electric

1. Repaired problems found during the last infrared scan.
2. Replaced a bad underground high voltage cable at Fountainview.
3. Installed underground cable at the Newark Preserve.
4. Installed new aerial wire across South Main Street to feed South Main Plaza.
5. Replaced insulators on South Chapel and Delaware Avenue.
6. Repaired ground rod connections at various locations.
7. Replaced several ballasts in the Municipal Parking Lot.
8. The City's contractor completed the base installation for the new transformer to be delivered to Phillips Avenue Substation in October.
9. Re-energized transformer at East Main 9 after repairs were made to the low voltage wiring.

CSH/mp