

DEPARTMENTAL WEEKLY REPORTS

February 5, 2010

Electric

The contractor for the utility pole relocation for DeIDOT's Elkton Road project is currently setting and framing poles at Apple Road. They have pulled wires up to Park Place and will be pulling to Apple Road soon. After they are done with this complicated intersection the project will pick up speed as the pole line and circuitry is less complicated.

The line crews have been supporting this project by switching to deenergize the 34kV and 12kV circuits where the contractors are working. They have also continued work on the new Phillips Avenue substation circuit.

Engineering has been reviewing the specifications and design of new circuits for the University Chiller Plant and Science Center project on Lovett Avenue. The firm hired by the University of Delaware has completed the preliminary design and submitted their work for approval.

Water & Wastewater

I met this week with one of the contractors that I had identified in a previous report to look at the New London Road water tower. They will be submitting a lease agreement for our review soon.

I reviewed drawings for the Clear wire communications equipment on the West Main Street tank. We have a signed agreement for this installation.

I received a call from a new contractor that is interested in installing communications equipment on the West Main Street water tank. If all of the interested parties follow through and install equipment, we will have six new communications installations on our water towers.

The contractor working on the Silver Brook sewage pump station is moving along with their work. The pumps have been ordered for some time now and we are beginning to receive drawings for review. The new pumps and equipment will be a nice addition to our system and simplify several of our maintenance procedures at that site.

Parks & Recreation

Administration – Charlie Emerson:

I attended the quarterly meeting of the Governor's Council on Greenways and Trails. The primary focus of the meeting was a discussion of grant requests for trail projects and trail development and connectivity throughout the state.

The unexpected amount of snow last Saturday caused us to commit time with snow removal efforts on Saturday and Sunday.

I spent some time this week talking to residents about the expanded meadow management program.

I held discussions with the Delaware Trail Spinners regarding their continued volunteer work on trails in Redd Park.

I submitted my comments to Pennoni on the final trail design for the Pomeroy Trail and I'm continuing to work with DeIDOT's real estate section on temporary construction and permanent construction easements.

Recreation – Joe Spadafino:

The Senior Center pool was still unavailable for swim lessons for the second weekend in a row due to a ceiling collapse into the pool. Participants were contacted regarding the cancellation of the class and will also be updated during the week regarding the possibility of class and a make-up schedule.

Coordinated with instructors for possible summer classes and camps and worked with Delaware Online regarding advertisement for the department. She also distributed flyers to the local schools regarding upcoming programs.

We started on the paperwork for the renewal of the state license through the Office of Child Care Licensing for the Before and After Care program. The license is due to expire at the end of April. The School Age Administrator for the Before and After School program turned in his resignation this week. Recreation Supervisor has been working with the Preschool Administrator to assist in filling in the void of an absent administrator and the After Care staff to assist in coverage of the program. An advertisement for the position was posted this week in the newspaper. We hope to have the position filled by mid to late February so all will be in place prior to licensing.

We assisted with the Preschool Open House held this week. The Open House is a chance for parents of prospective attendees to meet the instructors, see the classrooms and ask any questions they might have. Four parents attended the open house.

We committed a great deal of time creating a sponsorship package for the 2010 events and programs. We are changing the format of this year's package to try to focus on corporations targeted donation categories such as the Arts, Safety, and Environmental.

Completed the Nefosky Memorial Walk & 5K Run logo design and revised flyers with the new logo. The logo will be a permanent design that will only need sponsors and date updates each year.

We had discussions with the theater program instructor about her classes and creating more target marketing for her programs.

Parks & Horticulture – Tom Zaleski:

We completed repairs to a broken water line at the Wilson Park pool.

The Park Superintendent met with a PTA representative of a local school to discuss playground equipment selection, maintenance and inspections. The school is considering installing play equipment for the students.

The Electric Department completed light repairs at the Wilson Park tennis courts. Thanks!

We are working on completing our annual park/private property forest interface inspection.

Police

Last week the suspect known as the "Shoe Burglar" was arrested by Newark Police Detective Fred Nelson. After recent burglaries and the subsequent press coverage, it was determined that the shoe burglar had been stealing shoes in Newark for approximately 20 years. Working from a description of a yellow Mitsubishi Eclipse provided by a witness to one of the burglaries, Detective Nelson was able to develop a suspect. Detective Nelson interviewed the suspect who admitted to being the "Shoe Burglar." Three truckloads of stolen property were recovered from the defendant's home. The property includes approximately 150 boxes of shoes and photographs. At this time, the defendant is charged with 25 counts of Burglary, 77 counts of Theft, and 15 counts of Criminal Mischief. Great work was performed by Detective Nelson in tracking the suspect and obtaining a confession.

The Newark Police Department completed its third annual Warrant Detail last week. The final number of people arrested was 78, who were wanted on 137 charges. Once again, thanks to the help and cooperation of the Newark Alderman's Court and the University of Delaware Police Department made for a successful operation.

On Thursday, February 4th, Chief Tiernan, Captain Williams, and Lt. Hargrove will meet with the command staff and first line supervisors of University of Delaware Police Department to discuss areas in which the two police department can work together.

Recently, Chief Ogden of the University of Delaware Police Department along with members of his staff met with Chief Tiernan and members of the Newark Police Department to discuss the same issue.

Planning & Development

Planning:

The Planning and Development Department has begun preparing materials for the upcoming March 2, 2010 Planning Commission meeting. Tentatively scheduled for review will be the University of Delaware's Barnes and Noble Book Store facility proposed for the site of the old Newark School District building on East Main Street to East Delaware Avenue.

At its meeting on Tuesday evening the Planning Commission recommended that City Council approve the following:

- A. The rezoning and major resubdivision plan for the Villages at Twin Lakes off Elkton Road.
- B. An editorial change clarifying the definition of "public improvements" in the Subdivision and Development Regulations.

Economic Development:

On Thursday City Manager Kyle Sonnenberg, Assistant Planning Director Maureen Feeney Roser, and I met with Chris Winburn of Wilmington's Preservation Initiatives – a historic preservation development firm. We looked at redevelopment possibilities on Main Street and in the "New Center Village" community.

On Thursday evening Maureen attended the New Castle County Transit Advisory Committee meeting.

Maureen also spent some time regarding sponsorship for our upcoming Wine & Dine event.

Maureen is also preparing for the DNP's Volunteer Appreciation Reception to be held on Thursday evening from 5-7 p.m. at the Deer Park Tavern.

Community Development:

On Tuesday morning Planner Mike Fortner provided staff for the DNP Design Committee. The Committee reviewed design proposals for the Barnes and Noble Book Store and the proposed deck expansion for Klondike Kate's.

Parking:

Maureen spent some time preparing the materials regarding the Sunday parking fees that will be reviewed by City Council for first reading on Monday evening.

Code Enforcement:

Work continues on modernizing and streamlining the code enforcement administrative and review process.

Public Works

Engineering/Planning and Inspection:

- Stormwater Management Facilities Inspections During Heavy Rain: Inspected 5 S.W.M. facilities during heavy rain on 1/25/10 to observe function.
- 2010 Proposed Handicapped Ramp Contract: Worked on reviewing proposed locations and finalizing a list of 45 locations to be included in this year's contract. Compiled an excel spreadsheet to be used for estimating costs by proposed contract.
- 2009 Street Improvement Program – Punchlist: Reviewing work completed on last year's street program and compiling punchlist items for the contractor to address before contract is considered complete and retainage is released.
- Attended a Christina Basin Coordinating Committee conference call meeting at the University of Delaware.
- Started working on the 2009 NPDES Annual Report for DNREC.
- Stormwater Management Pre-application Meetings: Met with CDA Engineering and Public Works Director to discuss stormwater on the proposed WaWa site, the proposed U of D centralized crosswalk on Delaware Avenue at the mall area, and the proposed U of D animal care facility on Delaware Avenue.
- Pomeroy Trail: Reviewed stormwater management report for project. Spent time in field to evaluate existing conditions versus what is being proposed.
- City Maintenance Yard Wash Bay Area: With the assistance of the Special Projects Coordinator, made some changes to the proposed wash bay plan and gave to Survey Chief to make changes to the drawing.

Survey Crew

- Reviewed an accurate description of Phillips Mill from Landmark Engineering and forwarded to City Secretary.
- Made revisions to 2010 HDCP Ramp Map for upcoming contract.
- Investigated the property lines at 13 Center Street and 108 East Main Street for Building Inspector.

Field Operations

Refuse:

- Worked with Street crews on snow removal.

Streets:

- Street crews cleaned the culverts at Church Road and Barksdale Road Bridge.
- Street crews continued picking up Christmas trees on a call-in basis.
- Street crews loaded and hauled 5 loads of sweeper material from City yard to landfill.
- Street crews repaired potholes citywide and at Transfer Station service road using temporary patch material.
- Street crews worked on snow removal from recent storms.

KRS/mp