

DEPARTMENTAL WEEKLY REPORTS

March 12, 2010

Electric

The utility pole relocation for DelDOT's Elkton Road Project has three weeks left until completion. The contractor will be done with the project with the exception of removing the old poles. Telephone, cable, University fiber, and Gore fiber optic cables will all have to be transferred over to the new poles before the old poles can be pulled. The contractor will return for a few days with minimal crews after all the transfers which will take several weeks by the other utilities and owners.

In preparation for the voltage upgrade along Kells Avenue, the line crews have hand dug four new utility poles with six more to go. They have also continued work in Devon and the Binns in preparation for a similar upgrade from 4kV to 12kV.

The electricians completed the battery bank upgrades to the Kershaw Substation, worked on issues with the Water Department equipment, fixed flashing road lights, checked all the parks' court lights, and tallied loads at all substations along with visual inspections of substation equipment.

Engineering kept up with the issues on the Elkton Road project (i.e. coordinated shut downs to University properties, performed inventory control, and investigated streetlight placement issues) and helped contractors and developers with information on various projects.

Water & Wastewater

I have been involved with a Water Resource Agency Committee that has been working on a shad restoration project for the White Clay Creek. Our recent activities have focused on identifying and removing or mitigating the dams along the White Clay Creek that inhibit the migration of the shad up the creek. We recently submitted grant applications to the American Rivers Grant program for design and removal funds for the first two dams and design funds for the third dam. We are one of only two Wild and Scenic River Programs that submitted grant applications so we are hopeful that we will be successful on one or more of our applications.

This week I will be attending a meeting of the Water Supply Coordinating Council and the Brandywine River Valley Association. I will report next week on the issues that we are dealing with.

Last week I attended a two day seminar in Providence, RI regarding the affects of Woody Vegetation and Rodents on dams and levees. Delaware had four attendees. I think I can reasonably say that Delaware should receive the per capita attendance award. I learned some useful information regarding the control of rodents and the impacts of trees on levees. The impact of manmade structures on the environment

and the environment's impact on things we build continue to amaze me. "Build it and they will come" is a statement that applies to many things. Being able to synthesize what one already knows about individual parts into a more universal understanding of the whole is very rewarding.

Parks & Recreation

Administration – Charlie Emerson

I spoke to a reporter for WDEL and the U of D Review about the Curtis Mill Site/Old Paper Mill Road Master Plan project.

Last Thursday evening we held a public workshop pertaining to the Master Plan concepts for the Curtis Mill and Old Paper Mill Road Park. I was extremely pleased with the turnout. We estimate that more than 100 area residents attended. Our internal committee and consultant will review the comments and fine tune the concept plans in a continuing effort to create a final concept plan to be presented to Council.

After posting the three (3) Concept Plans for the Curtis Mill/Old Paper Mill Road Park Master Plan on our website, we have received dozens of replies via the comments form.

Recreation – Joe Spadafino

Paula rescheduled the start of March Madness and met with instructor regarding upcoming class. We prepared certificates for the 41 participants in the Pint Size Basketball and 35 participants in Soccerroos classes. Final classes for both programs have been pushed back one week due to earlier weather related school closings.

We delivered flyers about spring and summer activity and camps to the Newark Library for advertising purposes.

Parks & Horticulture – Tom Zaleski

Tom committed a good amount of time this week organizing for the Christina Clean up scheduled for April 10. He is the coordinator for the Newark section of the Christina Creek.

We committed a significant amount of time cleaning up tree debris left from the recent snow events.

Tom and Rich met with an individual who coordinates the efforts of persons convicted of graffiti crimes to discuss their involvement with Newark to paint over and/or remove graffiti.

Police

On Friday, January 29th, a house was burglarized on West Shetland Court. A vehicle was also stolen from outside the residence. Detective Watson was assigned to the case and on Monday, March 8th, arrested the suspect and recovered some of the stolen property.

On Thursday, March 4th, a female reported that she had been raped in the K-Mart parking lot of College Square shopping center. On Tuesday, March 9th, the female admitted that she made up the incident. Charges are pending for filing a false police report.

On Tuesday, March 9th, at 6:21 p.m., a male reported that he was working at the Burger King on South Chapel Street, when an a male who he knew as "Mike" came into the restaurant and began to yell at him. The employee followed the suspect out of Burger King. The suspect that was holding brass knuckles, held up his fist and yelled, "I'm Batman". The employee struck the suspect. The suspect then began to beat the victim in the face with the brass knuckles before fleeing. The investigation is continuing.

On Sunday, March 14th from 10:00 a.m. to 6:00 p.m., four Newark Police officers and four University of Delaware Police Department officers will patrol Main Street. Typically, the Saturday prior to Saint Patrick's Day results in people under the influence of alcohol walking on Main Street. The State Division of Alcohol will also be checking the restaurants on Main Street for alcohol compliance.

Planning & Development

Planning

Work continued this week preparing the report for the Planning Commission's consideration that would establish the "New Center Village" overlay zoning district. This report is tentatively scheduled for review at the Planning Commission's April 6, 2010 meeting.

Economic Development

This week two DNP E-News You Can Use e-newsletters were completed and distributed offering opportunities to participate in promotional programs for Wine & Dine and the June Delaware Today supplement.

Parking

Parking Administrator Marvin Howard met with the contractor for the restaurant at 102 E. Main Street to discuss dumpster locations and related issues regarding parking during construction.

The Parking Division is also working on preparations for Sunday operations.

Time was also spent on the parking validation program and preparations for an ad hoc working group to discuss how to expand the use of downtown parking validation.

Code Enforcement

In 2009 the Code Enforcement Division issued 379 electric service violation notices of which 349 were repaired. Outstanding violation notices are now being sent out to the relevant properties.

The Division continues to work on Code amendments for the adoption of the 2009 ICC Codes.

The Division will also be aggressively investigating overcrowding complaints over the next several weeks and will take appropriate action as necessary.

Public Works

Engineering/Planning and Inspection

- U of D E. Campus Utility Plant Plans: Reviewed the maintenance of traffic plans for a proposed Academy Street closure, and the maintenance of traffic plans for a proposed Lovett Avenue closure.
- Maintenance Inspection of State Roads Within City Limits: Spent considerable time performing inspections of 41 DelDOT maintained roads, compiled lists of road maintenance items and sign maintenance items, and sent letters (2) to appropriate DelDOT Department Managers.
- Erosion & Sediment Control Inspections: Performed site inspections at Emily Bell Place, 108 E. Main Street, Ivy Hall Apartments Addition, 2 Old Casho Mill Road, and Laura's Glenn. Met with developer's representative at Laura's Glenn to review work needed to achieve site compliance and have Stop Work Order lifted. Met with developer's representative and site contractor at Ivy Hall Apartments Addition and reviewed work needed to achieve site compliance.
- Proposed 2010 Handicapped Ramp Contract: Spent time evaluating proposed ramp locations and compiling quantities of items needed for ramp construction. Progress has been hampered by the amount of snow piled up at ramp locations.
- Inspected 32 stormwater management areas including: 17 underground storage units, 3 bio-retention areas, 3 water quality BMP's, 1 sand filter unit, and 8 detention basins.
- Received bids for the purchase of stone and ready mix concrete for 2010. The purchase of stone was awarded to Penn/MD Materials and concrete to Newark Concrete.
- 108 E. Main Street: Reviewed revised CIP's. Sent approval letter to Engineer and signed off on the Building Permit.
- New Sediment and Stormwater Regulations: Attended regulatory advisory committee meeting in Dover with Stormwater Program Coordinator.
- 129 E. Main Street: Distributed Construction Improvement Plans to other operating departments. Reviewed CIP's and sent comments to PW Director.

- Stormwater Utility: Met with U of D Water Resources and other City personnel with regard to setting up a Stormwater Utility. Spent considerable time reviewing stormwater plans and calculations to better estimate impervious areas draining to existing stormwater BMP's.
- U of D Proposed Centralized Cross-walk on Delaware Avenue at the Mall: Started reviewing plans and stormwater calculations for the proposed centralized cross-walk at this location.
- Wash Area at the City Maintenance Complex: Received price quotes for the materials necessary to install the wash area. Forwarded quotes to PW Dispatcher to draft Purchase Requisition for approval.
- Kelley successfully passed the Registered Environmental Manager examination to earn the REM credential.
- Met with Leslie from the University of Delaware to review EPA Nonpoint Source Outreach Toolbox PSA ideas, and narrow the choices down in the pet waste/bacteria category.
- Obtained quotes and ordered replacement storm drain markers and adhesive.
- Continued working on the 2009 NPDES Annual Report for DNREC.

Survey Crew

- Acquired weekly gas boy log data at Municipal fueling station and continued the gas inventory spreadsheet for February 2010 and began the spreadsheet for March 2010.
- Continued scanning development prints into digital format.
- Continued updating the City limits maps and also converting them into digital drawings.
- Converted Page 74 of the Detail Standards from hand drawn into digital drawings format.

Field Operations/Streets:

- Catch basin crews rebuilt catch basins on Marvin Drive cul-de-sac.
- Backhoe pushed up brush for Refuse Department at Iron Glen Park and also cleared debris from Park Drive culvert and checked all culverts in preparation for rain.
- Backhoe repaired sink holes at Yorkshire drainage ditch at the head wall.
- Cold patch crews repaired potholes citywide as needed.
- Street crews assisted Refuse Department on 3 man truck.

KRS/mp