

## **DEPARTMENTAL WEEKLY REPORTS**

**April 23, 2010**

### **Electric**

A major power outage occurred last week on April 14 at 7:30 a.m. for about a half hour. Parts of bird nest making material were found at the flash over point at Kershaw Substation. This caused a transformer to trip out and bring down three 34kV circuits which feed about a third of the City. Fortunately, it occurred as personnel were in transit and were quickly diverted to the substation.

The yearly infrared scans of circuits, substations, and transformers has been completed. There were two serious hot spots that were immediately fixed, preventing impending outages. The seven other issues are less severe and will be scheduled for repair.

The yearly collection of oil samples from all the substation transformers has been complete. After the reports from the lab analysis are received, any issues can be corrected or monitored.

The SCADA system has been expanded to show the newest transmission transformer at Kershaw. There are a few minor details on alarming to be worked out with the developer, but the communication with the relays has been working well.

The Army Reserve Building and the University owned Barnes and Noble Bookstore projects have been picking up speed. Communications and meetings with the engineering firms on services to these buildings has ramped up, therefore groundbreaking cannot be far behind.

### **Parks & Recreation**

#### **Administration – Charlie Emerson**

On Monday, April 26 we will begin removing landscape materials from the Elkton Road medians in preparation for DeIDOT's planned road improvements project. It is my understanding that DeIDOT plans to start on the project in July. The plantings are being removed at this time so that they can be transplanted during the spring. Some of the plantings will be relocated to other City maintained beautification sites, parks and City Hall. Others will be donated to local schools and organizations to be planted on their grounds. Some of those are: Newark High School, Downes Elementary School, Newark Charter School, Newark Senior Center, Newark Day Nursery, Newark Center For Creative Learning and others. We notified the Elkton Road Traffic Median Beautification Program sponsors about this effort and have adjusted their sponsor fee for this year accordingly.

I completed a review and submitted comments of a revised plan for the Rittenhouse Station subdivision.

Along with Carol Houck, Rich Lapointe, and our consultant Pennoni, I attended a meeting with representatives of DNREC's Brownfield section to continue discussions about the Curtis Paper Mill site regarding remediation and reimbursable funding.

I conducted an inspection of the Christina Creek and adjacent trail from Barksdale Road to the Christina Parkway and prepared a list of items needing maintenance attention.

I attended the monthly meeting of the Newark Bicycle Committee. We continue to work on various items relating to bicycle travel and safety in Newark.

The Delaware Trail Spinners resumed work on trail improvements at Redd Park late last week. Their focus right now is on the installation of a bike/pedestrian bridge across Jenney's Run just below Pine Meadow.

On Wednesday Tom and I met with the survey crew at LeRoy Hill Park to discuss the preparation of drawings for the fence and backstop replacement contract planned for later this year.

#### Recreation – Joe Spadafino

Paula made final determinations regarding several classes and their status based on registrations received. She also gathered supplies and ensured all locations had them prior to classes beginning. She distributed the new summer camp guide to five local schools along the way.

Paula completed a new men's summer softball schedule after another team was added making it a ten team league. Schedules were emailed or mailed out to the coaches along with team rosters.

Tyler held an orientation session with CATCH Kids Club staff and attended CATCH training at the Brandywine YMCA. The CATCH after school program began on Monday, April 19 at Downes Elementary School with 32 children enrolled.

A United States Tennis Association Quick Start tennis instructor training was held on Saturday, April 17 at the George Wilson Center.

Paula and I attended the Dow Gives grant information meeting with hopes of partnering with a non-profit for a grant proposal.

I completed three park inspections to look for any issues or possible hazards.

Final arrangements are being made for Saturday's Spring Community Clean Up (9-11 a.m.) and William Nefosky Walk/Run (5 p.m.) to take place at the Reservoir.

## Parks & Horticulture – Tom Zaleski

Tom completed an inspection of the landscaping at the Charter School. The two (2) year warranty period has ended.

Tom committed a great deal of time this week preparing materials for the LeRoy Hill Park fence and backstop replacement contract. We're coordinating the project with the Newark American Little League so as to complete the work with little or no interference with their use of the field. He also committed a good amount of time doing research and preparing materials relating to the Main Street tree pit overhaul we're considering.

Rich spent some time researching various pieces of equipment for future consideration that offer multifunctional (mowing, snow blower/plow, sweeper unit, etc.) capabilities.

We completed the placement of crab grass control/fertilizer to our horticulture sites.

On Monday morning we found considerable vandalism at Dickey Park. Part of the chain link fence on the east side of the site was pulled away from the posts and bent to the point that it will need to be replaced, paint was thrown onto the pool building, parking lot and concrete surfaces and the slide on the play unit had graffiti on it.

Tom met with a student from the Newark Center for Creative Learning to discuss a tree planting project as part of his environmental education class.

## **Police**

The Knights of Columbus has recognized two Newark Police Officers as "Police Officer of the Quarter" for achievements that occurred during the third and fourth quarters of 2009. Detective Fred Nelson was recognized for his investigation of a murder that occurred in the city. Det. Nelson arrested and charged an individual for shooting a victim three times while inside of a hotel in Newark. Corporal Andrew Pagnotti was recognized for discovering a loaded handgun and 10 bags of marijuana during a traffic stop.

On Monday, April 19<sup>th</sup>, City Manager Kyle Sonnenberg promoted Gerald Bryda to the rank of Master Corporal. Master Corporal Bryda is a 12-year veteran of the Department and has served in patrol, criminal investigations, and the drug unit. He currently serves as the Crime Prevention and Crime Analysis Officer.

On Tuesday, April 20<sup>th</sup>, Detective Fred Nelson was honored as the Lion's Club "Police Officer of the Year". Det. Nelson was recognized for his investigation that led to the arrest of the suspect known as the "Shoe Burglar".

Every day this week, Chief Tiernan and Captain Williams knocked on the doors of Chapel Street residents to discuss Chapelfest. A resident from nearly every house on the street was contacted. All of the residents pledged that they would not hold any type of Chapelfest activity.

## **Planning & Development**

### **Planning**

Work continued this week preparing materials for the upcoming May 4, 2010 Planning Commission. The Commission will be reviewing the redevelopment of the old Newark Dodge auto dealership on Elkton Road for a proposed mixed use commercial and 65 residential units development.

### **Economic Development**

On Friday Assistant Planning and Development Director Maureen Feeney Roser continued preparations for the AZD/DNP 5K Walk/Run that was held on Saturday, April 17<sup>th</sup>. More than 400 people registered for the race that benefited AZD charities and the Downtown Newark Alley Way Improvement Project.

### **Community Development**

On Tuesday Planner Mike Fortner attended the Newark Traffic Committee meeting and provided an update on the progress of the Newark Bicycle Committee. Mike reviewed, for the Traffic Committee, the new State of Delaware "Complete Streets," policy. The Traffic Committee did not endorse the proposed policy as a result of concerns regarding additional maintenance responsibilities for the City.

Mike reviewed an application this week for the City's Home Improvement Program.

### **Parking**

On Tuesday Parking Administrator Marvin Howard and Maureen toured the surface parking lots downtown to consider potential lot consolidation options with the hope that additional off-street spaces can be made available downtown.

### **Code Enforcement**

The big news of the week occurred in the Alderman's Court – the Code Enforcement Division won its case against the owners of 110 Cheltenham Road for overcrowdedness and renting without a proper permit. Fines of over \$2,000 were assessed to the owner.

We have begun posting notices on doors of what appear to soon to be "problem properties" concerning weeds and high grass.

The final draft of the proposed 2009 Building Code amendments will be completed this week and will be forwarded to the City Solicitor shortly.

## Public Works

### Engineering/Planning and Inspection

- Contract 09-03 – 2009 Street Improvement Program: Met with Mumford & Miller Concrete Inc. representative and reviewed punchlist items on streets where work was performed last year. Work is expected to begin on punchlist items next week.
- Erosion & Sediment Control Inspections: Performed weekly site inspections at Emily Bell Place, 108 and 127 E. Main Street, 2 Old Casho Mill Road, Ivy Hall Apartments Addition, and Laura's Glenn. Met with contractor at Laura's Glenn to review site deficiencies.
- U of D Tubby Raymond Field Artificial Turf: Reviewed as-built stormwater management plan.
- Building Permits Reviewed:
  - 61 Kennard Drive – Shed
  - 307 Odessa Way – Driveway widening
  - 715 Nottingham Road – Fence
  - 503 Nottingham Road – Spa foundation
  - 46 Julie Lane – Replace and expand deck
  - 16 E. Shetland Court - Fence
- Forwarded requested NPDES program information to Beth Krumrine at DNREC for subsequent EPA review.
- Participated in a Stroud Water Research Center educational program, "From Class to Creek", for two local elementary schools.
- Performed 35 dry weather outfall inspections and completed the required paperwork, as well as updated the GIS, and the maintenance needs list.
- Participated in the EPA Watershed Academy webcast, "Monitoring and Assessment Under the Clean Water Act".
- Investigated three illicit discharge complaints and conducted associated follow-ups.
- Worked on converting parts of the 2009 NPDES Annual Report into a digital format with hyperlinks, as per the DNREC recommendation, and continued writing other parts.
- Road Survey Management System: Finished road survey for the west section of the City and entered data onto computer. All street surveys are now complete and entered.
- Contract 09-06 – Handicap Ramp Contract: Compile punchlist for handicap ramp contract and sent to Paoli Construction.

### Survey Crew

- Marked out City boundary on Ogletown Road for Police Department.
- Updated plan for Thompson Lane for Public Works Director.
- Met with Parks Department Director and Superintendent at Leroy Hill Park baseball field to discuss location and plan needs for upcoming improvement contract.
- Sent out 16 sidewalk obstruction notices to property owners in the Ridgewood Glen Development.
- Began work on updated as-built plan for municipal parking lot behind Main Street Galleria.

Field Operations/Streets:

- Street completed 4<sup>th</sup> and final week of spring leaf collection.
- Catch basin crews repaired and made modifications for drainage issues at the catch basin behind 1 Long Meadow Court in Country Hills.
- Street crews began working on the installation of pipe in the new wash bay area behind the City garage.
- Street crews assisted Refuse Department on the 3 man packer and also picked up heavy item bulk pick-ups.
- Hot mix crews excavated and applied 748 s.f. of hot mix on Wyoming Road at S. Chapel Street.

KRS/mp