

DEPARTMENTAL WEEKLY REPORTS

September 3, 2010

Public Works

Engineering/Planning and Inspection

- Contract 10-03 - 2010 Street & Parking Lot Improvement Program
 - 1) Fontana Concrete Contractors, Inc. worked on Vassar Drive, Briar Lane, and Hullahen Court.
 - 2) Produced "Quantities for Invoicing" spreadsheet and gave to Fontana Concrete Contractors, Inc., for billing of Estimate 1.
- Contract 09-03 - 2009 Street Improvement Program (punchlist): Mumford & Miller Concrete, Inc. worked on Francis Circle, Julie Lane, Timberline Drive, Hanover Place, and Plymouth Drive.
- Ivy Hall Apartments Addition: Performed C.O. inspection and calculated needed escrow for incomplete items.
- The City was selected to complete a mandatory EPA questionnaire for Regulated Municipal Separate Storm Sewer Systems (MS4's). Work was started on completing this exceedingly long questionnaire. Coordinated with the City Planner on some comprehensive planning questions.
- Attended a DNREC subcommittee meeting for the maintenance technical document which will accompany the new sediment and stormwater regulations.
- Sent out certified stormwater management area maintenance letters based on an Utility Inspector's inspection priority list.
- Attended a University of Delaware quarterly NPDES coordination meeting.
- Started planning a fall rain barrel workshop with the University of Delaware, the UD - NCC Extension Office, and White Clay Wild and Scenic Program.
- University of Delaware Advanced Utility Package:
 - 1) Brandywine Construction completed the following:
 - a) Excavated and poured 1,663 s.f. of concrete road patch for utility crossings using 77 c.y. of Class A DelDOT road patch.
 - b) Replaced 6 l.f. of integral curb and gutter and 100 s.f. of 4" p.c.c. sidewalks using 2 c.y. of Class B concrete.
 - c) Replaced junction box on Academy Street, capped off gas main, and poured p.c.c. cap over top of box.
 - 2) Diamond Materials completed the following:
 - a) Milled a portion of Lovett Avenue from Catholic Church to Haines Street intersection, intersection of Academy Street, and a portion of Haines Street at Lovett Avenue.
 - b) Hot mixed top coat Lovett Avenue and intersections of Haines Street and Academy Street, hot mix tie-ins to University Parking Lots on Lovett Avenue, tack coat road and placed 503 tons of hot mix.
- 129 E. Main Street: Paoli Services completed the following:
 - 1) Replaced 21 l.f. of integral curb and gutter on Haines Street.
 - 2) Poured p.c.c. pad for new junction box for storm sewer.

- 3) Poured 352 s.f. of p.c.c. road patch on Haines Street.
- 4) Hot mix 1.5" of Type C for utility patch on Haines Street.
Contractor used 7 c.y. of 4000# psi concrete and 13 c.y. of DeIDOT Class A road patch.
- Weekly Erosion and Sediment Control Inspections: Performed weekly inspections at 108 and 129 E. Main Street, University of Delaware Advanced Utility Package, Penny Hall, and Crosswalk.

Survey Crew

- Continued with inspections in Phase 3.1 of the Sidewalk Maintenance Program.
- Marked out 320± l.f. of grades on Hullahen Court for the Street Program.
- Measured elevations on Lovett Avenue for street improvements.
- Located property lines at 605 Apple Road and 33 E. Mill Station Drive for the Parks Department.

Field Operations/Street

- Street crews sawcut Barksdale Road, Andrews Way, and Panorama Drive for future curb and hot mix repairs.
- Backhoe and operator assisted Electric Department.
- Street crews excavated and applied 856 s.f. of Type C hot mix at 726 Harvard Lane, 220 s.f. at 11 Renee Court, 360 s.f. at 6 Andrews Way, and 45 s.f. at 69 Madison Drive.
- Concrete crew excavated, formed, and poured 20 ft. of integral curb at 101 Barksdale Road and 10 ft. at 11 Renee Court.
- Street crew mowed and trimmed area at 896 water tank for future installation of drainage pond.
- Loader pushed up yard waste at Iron Glen Park and placed mulch outside of gate at 896 water tank.
- Street crew excavated sink hole over settled water trench line at 69 Madison Drive, backfilled, tamped, and poured concrete over existing water trench.
- Street crews assisted Refuse Department on knuckleboom with special pick-ups and delivered new recycling cans.

Parks & Recreation

Recreation – Joe Spadafino

Paula met with the Before and After School Administrator regarding staff orientation and the start of the school year. We conducted the orientation for the 13 Before and After Care counselors and prepared supplies, equipment and student files. Before Care has 15 children enrolled and the After Care is at its maximum capacity of 60 students.

Paula sent out letters to Rittenhouse and Hobbit Camp volunteers confirming the number of hours volunteered and dates for their records. There were over 20 volunteers at the two camps this summer.

Paula sent out marketing material for upcoming programs to previous participants, letters to coaches for the upcoming winter volleyball season and letters to participants for the upcoming Little Kickers program.

Paula and Joe met with the Newark Wesleyan Church Board of Trustees regarding the Newark Preschool and the start of the school year. The rental agreement was also discussed as well as future rental rates and changes to the contract. The Newark Preschool 4's class will be held Monday, Wednesday and Friday for the upcoming school year.

Sharon has been preparing for the upcoming Community Day: reviewing applications and vendor information, setting up performance and demonstration times, and meeting with Ann to get her up to speed on the event. With the new crosswalk, the layout and vendor spaces will be significantly changed in that area. Vendor event information packets will be sent via email between September 7 and 9.

Sharon wrote an article about the 30th Anniversary of Safety Town for the Community Affairs Officer to submit to the Newark Post.

Sharon met with staff of NPD to review the Nefosky Police Memorial Walk and Run and began making tentative plans for next year's event.

I completed Rittenhouse and Redd Park inspections.

Parks & Horticulture – Tom Zaleski

The Delaware State Parks trail crew and the Delaware Trail Spinners continued working on the second phase of a three phase project on trail improvements in Redd Park.

Horticulture staff started repair work on the brick edging of the Main Street tree pits.

Parks staff completed the installation of a replacement spiral slide at Handloff Park.

Parks staff removed a large downed lead from maple tree partially blocking the stream flow in Rittenhouse Park.

Tom completed the following this week: reviewed two landscape plans for upcoming and proposed building projects, met with representative of Home Depot and their landscape contractor to do a final 2 year warranty inspection which is coming up this fall, met with two residents about tree related issues, met with a Boy Scout concerning his " Scout Masters" project, met with Dana about placing an ad for a Christmas tree donation for Academy Building lawn for this year's holiday season, started getting quotes for the lift rental as well as doing inventory count of LED lights for Main Street trees for upcoming holiday season.

Electric

An equipment failure caused an outage on Sunday, August 29, at 4 p.m. for a little over an hour. The linemen on standby were called in and assessed the situation and switched load to another circuit and subsequently repaired the problem. The outage affected the center part of the City, the UD Ice Arena, and The Binns area.

The line crews have been and are still busy building a pole line along Lovett Avenue. Ten poles have been set and they are preparing wire pulls. This is being done in order to remove an existing pole line in the middle of the Science Center Project. The crews also energized the service to 129 East Main Street (formerly Formal Affairs).

Engineering and the linemen have been working with camera installers. At various locations along Cleveland Avenue and Main Street cameras are being installed on poles for Newark Police surveillance. Likewise, the University has been installing similar cameras on some City poles and University buildings for public safety.

Engineering had several meetings concerning the electric rate study. The department's input consisted mainly of operation procedures in order to calculate the cost of maintaining and supplying electric facilities to various customers in different rate classes

Water & Wastewater

Creek levels have dropped to the point that we started to use the reservoir on Monday of this week. The water quality from the reservoir has been very good and the plant is running well.

I met with the contractor that has been awarded the contract to rebuild Elkton Road to discuss the water and sewer line replacement. Water line replacement work should be started later this year.

We have identified a problem with a motor or motor starter at the Newark Treatment Plant. We are in the process of trouble shooting the situation to isolate the problem.

Police

Corporal Jeff Schwagel charged a 32 year-old Newark resident in connection with 30 graffiti incidents dating back to January of 2009. The tag "SMASH" was painted on 30 locations along Main Street. After an initial court appearance, the suspect was released upon posting \$3,000 secured bond.

It was a very busy weekend for officers with the arrival of the fall semester students. Between Thursday evening and Sunday morning, 42 alcohol related arrests were made and 29 noise/disorderly premise arrests were made. At least three of the disorderly premises had over 100 people on the property. Numerous warnings were also issued. Officers will continue to monitor problem locations.

On Saturday, August 28th at 1:30 a.m., two female victims were walking on N. Chapel Street when they were approached from behind by two unknown female suspects. The suspects sprayed the victims in the face with pepper spray, took the victims purses and ran off. The suspects were last seen entering a red car. Detectives are investigating.

On Sunday, August 29th at 7:05 p.m., Corporal Joseph Kendrick while on patrol was flagged down by a woman who stated that her son's bicycle had been stolen from their garage. The woman's daughter stated that she had seen two young boys in the area of the house and gave a description. Cpl. Kendrick searched the area and was able to locate the 12 year-old suspect and recover the stolen bicycle.

On Wednesday, September 1st at 12:49 a.m., officers responded to a report of a fight in Kildare's Restaurant located on Main Street. Upon investigating, the officers discovered that a female patron and a female waitress had struck each other prior to the police response. Neither female wished to pursue charges.

On Wednesday, September 1st at 12:49 a.m., officers responded to a report of a fight in the Galleria parking lot. Upon arriving at the scene, Cpl. Maurer observed two females punching each other, pulling each other's hair, and rolling around on the pavement. The two females were separated. They had earlier exchanged words in Grotto's and one of the females was asked to leave by staff members. Once outside the two began to fight. Both suspects were taken into custody and charged.

On Wednesday, September 1st at 10:35 a.m., officers responded to a report of a robbery in progress on Duke Street. Upon arriving at the scene, the victim stated that he was approached by an unknown male who demanded money. The suspect punched, kicked, and put his hand into the victim's pocket. The suspect resisted the robbery and escaped. Police searched the area for the suspect with a description provided by a witness. Corporal Truman Bolden located and arrested the suspect in the College Square parking lot. The suspect was committed on \$30,000 bail.

Planning & Development

Planning

The September 7, 2010 Planning Commission packet was completed and forwarded to the Commissioners this week. The Commission will be considering an amendment to the Zoning Code that would allow indoor recreational facilities in the MOR (manufacturing office research) zoning district. The Commission will also be considering a companion request for a special use permit for an indoor commercial volleyball facility at the Interchange Business Park.

Economic Development

Monday evening I met with interested individuals to talk about Lot #3 parking and options for increasing the supply of spaces in the lot.

This morning I hosted the Downtown Newark Partnership's Merchants Committee meeting. On the agenda was discussion of the branding recommendations, the Holiday promotions and advertising for downtown, Community Day, Main Street Mile, Taste of Newark, a fashion show, etc.

Community Development

On Monday Planner Mike Fortner staffed the Community Development/Revenue Sharing Advisory Committee. The Committee met to discuss proposals for the 37th Year CDBG Program and the 2011 Revenue Sharing Program.

On Wednesday Mike met with representatives from the Newark Senior Center to discuss the Newark Weatherization Program.

Also on Wednesday Mike visited Homeward Bound to monitor the use of CDBG funds used during the 35th Fiscal Year.

Parking

On Tuesday morning Parking Administrator Marvin Howard and I met with Jeff Lang regarding placement of new dumpsters for the building at 108 E. Main Street.

Some time was spent this week completing summer municipal lot maintenance activities.

Considerable time was spent this week on permitting and dumpster trash associated with UD move-in.

Some time was spent this week dealing with contractors in municipal lots and metered parking as they complete contractor projects.

Code Enforcement

In very sad news this week, we extend our sympathies to Steve Wilson and his wife Jackie in light of the tragic death of her uncle while working as a New Castle County employee this past Monday.

Code Enforcement Supervisor Steve Wilson reports that C/Os were issued for the 10 apartments at 108 East Main Street, the English Language Institute (ELI) at 100 Elkton Road and Catherine Rooney's at 102 E. Main Street.

KRS/mp