

DEPARTMENTAL WEEKLY REPORTS

October 8, 2010

Planning & Development

Planning

On Monday afternoon Planner Mike Fortner and I attended another in a series of Newark Transportation Study Steering Committee meetings.

Community Development

On Monday Mike staffed the Community Development Block Grant/Revenue Sharing Advisory Committee meeting. The Committee continues to make progress toward finalizing its recommendations for City Council.

On Tuesday Mike provided staff assistance to the DNP's Design Committee.

Public Works

Engineering/Planning and Inspection:

- Contract 10-03 – 2010 Street & Parking Lot Improvement Program:
 - 1) Fontana Concrete Contractors Inc. completed the curb replacement and handicapped ramp installations on Adelene Avenue.
 - 2) Produced the Quantities for Invoicing: spreadsheet and sent to Fontana Concrete Contractors Inc. for billing purposes for Estimate #2.
 - 3) Harmony Construction completed the final paving on Hullahen Court.
- Stormwater Management Area Maintenance: Spoke to or met with persons responsible for S.W.M. area maintenance (at 5 locations) and gave all parties copies of the Annual Maintenance Report which identifies unsatisfactory conditions.
- Erosion & Sediment Control Inspections: Performed weekly inspections at 108 and 129 E. Main Street, University of Delaware Penny Hall and Advanced Utility Project, Laura's Glenn, 2 Old Casho Mill Road, and the Mayor Subdivision (2).
- Contract 10-02 – ADA Handicap Ramp Installation Program: Spent considerable time marking limits of proposed ramps for contractor as an aid in notifying Miss Utility for mark outs.
- Woods at Louviers: Finished compilation of punch list items for final acceptance of development.
- The Villas at Twin Lakes: Attended pre-construction meeting on site with Mike Sistek, owner of the development, and Nichols Construction for erosion and sediment control.
- University of Delaware ISEB and ECUP: Conducted pre-construction meeting for erosion and sediment control and stormwater management. Wrote meeting minutes and sent to all attendees.

- Newark Interstate Industrial Park – McIntyre Drive: Worked on recalculating of bonding requirement numbers for McIntyre Drive on the items that are still incomplete for conditional acceptance of the street.

Survey Crew

- Completed inspections in Phase 3.1 of the Sidewalk Maintenance Program including photos, identifying property ownership, and assembling/ mailing certified letters.

Field Operations

Refuse:

- Attended Newark Downtown Partnership Design Committee meeting.
- Meeting with Maureen and Marvin at Parking Lot #1 to discuss placement for dumpsters.
- Meeting with Carol Houck, City Manager, and Ed McNulty to discuss 2011 vehicle replacement.

Streets:

- Street crews began crack sealing program in Fairfield.
- Street crews cleaned out the drainage ditches at bridge culverts at Barksdale Road Bellevue Road, Park Drive, Curtis Lane, and Old Paper Mill Road, loaded and hauled away debris.
- Street crews cleaned out brush in front of pipes behind 3 and 5 Julie Lane and cleaned drainage grate at 64 Hidden Valley Drive.
- Street crews excavated and hauled away deteriorated hot mix at three locations on the Jim Hall Trail for the Parks Department.
- Street crews responded to call-ins for tree removal and flooding issues during recent storms.

Parks & Recreation

Administration – Charlie Emerson

I committed a good amount of time preparing materials for a power point presentation I'll give on the James F. Hall and Pomeroy and Newark Rail Trail at the following programs:

- Delaware Trail Summit: October 14
- Institute of Public Administration's Annual Institute for Local Government Leaders: October 22

Tom and I walked Redd Park with a representative of the Delaware Trail Spinners and the Delaware State Parks trail planner to locate and discuss plans for Phase 3 and 4 of our trail improvements project at the park.

Joe, Tyler, Kyle and I attended a Skate Spot workshop and visited a recently constructed facility in Maryland on Tuesday. The presentation was very informative and helpful.

I had discussions with Pennoni regarding the continuation of work on the Master Plan for the Curtis Mill and Old Paper Mill Road Park sites.

Recreation – Joe Spadafino

Paula held youth basketball coach's meetings for upcoming season. Four (4) leagues are available for players ranging in age from 8-18 years. Coaches were informed about the upcoming skills sessions, draft, league rules and selected practice times.

Paula met with the University of Delaware soccer coach regarding the possibility of him conducting summer soccer camps for next year.

Paula sent out reminders to fitness participants regarding upcoming classes and completed payments to instructors for classes completed. The next round of classes begins the first part of October.

Paula stopped by the After Care program several times and met with the site administrator regarding several ideas/suggestions.

The recreation staff continued to work on winter/spring programs including dates, times, facilities and instructors.

Tyler and I met with Susan Williams at Newark High School regarding their Ramp Up Academy after school program and future partnership potential.

Sharon and Ann held the Fall Community Clean Up with 22 volunteers picking up trash from Newark roadsides.

Sharon prepared and presented an event planning session for a meeting and conference planning class at the University of Delaware.

Sharon has been researching laws and ordinances that affect events across the US in order to devise a plan to enforce regulations surrounding Newark events.

Liz and I completed an abbreviated edition of our activity schedule. It includes the programs that are being conducted in October through December. The activity schedule will be used as a marketing and promotional tool for those programs for the remainder of the year.

Parks & Horticulture – Tom Zaleski

Parks staff started dismantling and removing park amenities at McKees Park.

Tom started preparing the "Tree City USA" and "Growth Award" applications for 2010 submittal.

Due to rainy weather two projects were not able to be completed - Replacing sections of asphalt on the Hall Trail at Kells Park and the Rain Garden installation in Rittenhouse Park. Both projects are scheduled for completion next week, weather permitting.

Thanks to IT personnel for installing a computer and printer in the parks maintenance office at City Yard. Another efficiency effort completed.

Horticulture staff started planning for tulip and ornamental cabbage/kale placements in fall/winter seasons at City Hall and Wilson Center sites.

Recent rainy conditions allowed us to work on a few indoor building maintenance projects and complete updates to our maintenance tracking computer program and enter data on completed work orders.

Equipment maintenance was performed on the ball field conditioner and both Kubota mowing units.

Parks staff started repair work on a washed out section of sidewalk at Hill Park.

Electric

Engineering has completed the pole survey for a fiber optics cable to be added to 200 City poles. About 40 of these poles will need significant work in order to have the proper spacing between electric, telephone, and cable lines.

Engineering attended the annual Delmarva Distribution Manager's Meeting. It is a state of the union address along with information on any pertinent changes to the processes and procedures necessary to operating our electric systems when Delmarva is involved.

The line crews replaced lightning arrestors and removed tree branches from a 34kV circuit after the rains this week. There were no electric interruptions as the circuit is a backup with no customers currently on it. The line crews also set four poles and brought the 1000kVA pad mount transformer to the Chrysler site in preparation for a 1200A service to the administration buildings.

The electric system is undergoing the yearly infrared scan. All circuits and substation transformers will be scrutinized for "hot spots". This should identify problems before they become outages. It takes four days to scan the lines and one day to scan the substations.

Water & Wastewater

Recent rains have allowed us to resume filling the reservoir and draw water from the creek for our water production.

The WRA agency and associated partners have received a grant to design the removal of the first dam hindering the movement of shad up the White Clay Creek. Word is that

funding of the design will lead to grant funding for the actual removal of the dam. There is the potential that this scenario will continue to play out, as funds are available, for the remaining dams that hinder the fish.

The preconstruction conference for the redrilling of Well 14 will take place on Friday, October 8.

Survey work is being performed this week for the installation of the second 16 inch water line across the White Clay Creek.

Police

On Friday, October 1st at 5:10 p.m., a three car collision occurred at the intersection of Paper Mill Road and Old Paper Mill Road. Two of the motorists were transported to Christina Hospital due to injuries. The third motorist was not injured. The road was closed for two hours while the investigation was conducted.

The weekend of October 1st through the 3rd, consisted of another busy weekend as the mild weather brought out hundreds of late night pedestrians. During the entire week, 37 arrests were made for alcohol violations and 14 arrests were made for disorderly premises.

On Monday, October 4th, at 3:51 a.m., the Newark Police Department received a call from a resident who stated he had shot and killed his wife. Officers responded to the residence and arrested the suspect. Officers discovered the wife in her bedroom with two bullet wounds to her head and signs of blunt trauma to the head. A handgun and a hatchet believed to be used in the homicide were found in the house. The suspect was charged with Murder 1st Degree, Possession of a Firearm During the Commission of a Felony, and Possession of a Deadly Weapon During the Commission of a Felony. After an initial appearance at JP Court 2, the suspect was held without bail.

In response to numerous citizen complaints, the Newark Police Department has been conducting aggressive education and enforcement of traffic laws. As a result of the education and enforcement, we have reduced the number of motor vehicle accidents by 95 week to date from 2009.

On Friday, October 8th, members of the Newark Police Department will be trained in the use of the new security camera system.

KRS/mp