

## **DEPARTMENTAL WEEKLY REPORTS**

**March 18, 2011**

### **Water & Wastewater**

Well 11 – The contractor tried placing the 6 inch pump in the well casing. The collapsed area would not allow the pump string to pass. We are looking at mounting the pump above the collapsed area and attaching a 5 inch suction pipe on the end of the pump to pass through the restriction. We will evaluate this approach to make sure that the well continues to produce water at an acceptable rate.

I met this week with Merit Construction who will be constructing the new sewer crossings on the Christina Creek. Work is scheduled to start in the middle of April. Until then they will be preparing submittals for our approval. They will then order the vaults and other materials and be able after that to determine with some specificity the start date to correspond with the delivery of the larger items.

The soil borings for the new water line across the White Clay Creek were finished last week. I am waiting to receive the report on the soil conditions and the prospects for the various construction methods.

I met this week with members from the Department of Natural Resources to discuss the debris that have collected on the old RR bridge piers across the White Clay Creek. We discussed removal plans and steps being taken to limit the movement of debris downstream.

### **Police**

There has been a rash of thefts from vehicles on the west side of the city. In almost each event, items were taken from unlocked vehicles. Residents are strongly urged to lock their vehicles at night and not leave valuables in them. Recent thefts occurred on Vassar Drive, Fiske Lane, and Briar Lane between March 11<sup>th</sup> and 12<sup>th</sup>.

On Saturday, March 12<sup>th</sup> at 1:31 a.m., officers were on patrol on Delaware Avenue when they observed a 25 year-old male, walking through the parking lot of 7-11. The officers further observed the suspect adjust his pants to reveal a handgun concealed under his jacket. The suspect was arrested and charged with public intoxication and possession of a concealed firearm. The suspect was released after posting \$3,000 bail.

Motor and foot patrols were increased on Saturday, March 12<sup>th</sup> in anticipation of early Saint Patrick's Day celebrations. A total of 15 alcohol and drug related arrests were made throughout the day. Several large and loud parties were dispersed.

On Tuesday, March 15<sup>th</sup> at 1:18 a.m., Corporal Vernon was on patrol in the area of Elkton Road and Amstel Avenue. The officer observed a vehicle being driven without operating

tail lights. The vehicle was stopped and the 19 year-old driver was subsequently arrested for driving under the influence of alcohol.

On Tuesday, March 15<sup>th</sup> at 1:45 a.m., Corporal Conover was on patrol in the area of Elkton Road and Casho Mill Road. The officers observed a vehicle travelling south bound in the north bound lane. The vehicle was also weaving as it travelled. The officer stopped the vehicle and arrested the driver for possession of marijuana, possession of drug paraphernalia, and driving under the influence of drugs.

A Traffic Committee meeting was held on Tuesday, March 15<sup>th</sup>. Representatives of DeIDOT gave a presentation of proposed changes to South College Avenue/Route 896 and Old Chestnut Hill Road. Several residents attended the meeting and voiced their opposition to the proposed changes. In addition, signed petitions from other area residents, who are opposed to the project, were given to the DeIDOT representative. The Traffic Committee voted unanimously against the proposed changes and provided alternatives/suggestions for DeIDOT to consider.

## **Planning & Development**

### **Planning**

As a result of various scheduling conflicts the regularly scheduled Planning Commission meeting for April 5, 2011 has been rescheduled for **Monday, April 11, 2011 at 7:00 p.m. in the City Council Chamber**. The Planning Commission will consider a proposed redevelopment of the property 70-74 Amstel Avenue for a mixed use project including 1,200 sq. ft. of first floor commercial space and 16 two-story townhouse type apartments.

At its meeting Monday evening, City Council approved appointments to an Ad Hoc Reapportionment Committee that will be staffed by the Department. We will begin meeting in the near future to initiate the once every ten years reapportionment process for councilmanic districts.

### **Economic Development**

On Thursday evening, the DNP Board met and discussed a review of 2010 expenditures, the 2011 Budget, volunteer opportunities for Board members and related items.

Maureen continues to work on the I-95 Welcome Center display regarding downtown information as well as our downtown banner program.

### **Community Development**

Planner Mike Fortner reports that he updated the Newark Bicycle Map for the web and also created a map showing restaurant locations and shuttle route for the 2011 Wine & Dine event.

## Parking

On Friday and Monday morning, Maureen met with property owners to discuss potential improvements to Municipal Lot #3.

Sometime was spent at a Monday afternoon meeting with Lot #4 property owners to discuss dumpster consolidation.

On Thursday afternoon, the Planning and Parking Division staff met with representatives from the University of Delaware to discuss specifications and logistics for the conversion of the Barnes and Noble parking facility to a City parking lot.

Parking Administrator Marvin Howard represented the Planning and Development Department at the Traffic Committee meeting held yesterday.

## Code Enforcement

Framing has begun for 16 new townhouses in this portion of the Twin Lakes project off Elkton Road.

Framing has begun on the 9 townhouse apartments at Rittenhouse Station on Veterans Lane.

We continue to work on the Code Enforcement Division's procedures manual.

## **Public Works**

### Engineering/Planning and Inspection

- Rittenhouse Station – S.W.M.: Cirillo Brothers completed removal of part of the existing stormtech system and backfilled area with  $\frac{3}{4}$ " stone.
- University Courtyard – S.W.M. Maintenance: Bay Country Landscape worked on maintenance needs at both the wet pond facility and the dry detention basin. Flooded conditions in the dry detention basin were corrected.
- 501 Capitol Trail – S.W.M. Maintenance: Notified owner of a blockage at the L.F. orifice of the outlet structure. Blockage was removed and water that was flooding facility began draining normally.
- Matt Slap Subaru – S.W.M. Maintenance: Discussed needed maintenance of (2) sand filter systems on site with contractor to assist in bidding maintenance work.
- 217 Vassar Drive – Drainage: Met with owner to discuss drainage of the rear yard and ways to improve drainage in that area.
- 46 Chambers Street: Met with contractor to evaluate curb replacement per approved plan. Marked curbs and sidewalk to be replaced.
- Erosion & Sediment Control Inspections: Performed site inspections at Laura's Glenn, Campus Crossing, U of D Creamery, and Twin Lakes. Notified owner and contractor of Twin Lakes with items that need to be addressed.

- Contract 10-03 – 2010 Street & Parking Lot Improvement Program: Spent considerable time reviewing work completed on last year’s program and compiling punchlist items to be corrected by contractor.
- Performed a quarterly routine inspection at the maintenance yard in accordance with our industrial stormwater NPDES permit. Forwarded recommendations to the Public Works Director.
- Updated the status of industrial stormwater NPDES permittees for DNREC.
- Attended the Christina Basin Task Force meeting in West Chester.
- Participated in the Forester University webcast, “NPDES Phase II: The Public Element”.
- Attended a meeting to review survey results regarding the Partnership for the Delaware Estuary’s recently completed pilot study on climate change and its impact on water resources.
- Added pictures and waypoints to the Arcview GIS culvert crossings project, and added pictures and stormwater management area waypoints to the storm drainage project.
- Attended the Delaware River Basin Forum at the University of Delaware
- Annual Stormwater Management Inspections: Inspected 15 stormwater management facilities and entered data into computer. Contacted owners by phone to set up meeting at facilities which need maintenance.

### Survey Crew

- Continued working on digital drawings showing city lines where they intersect various streets.
- Worked on cul-de-sac street lengths.
- Completed copies for the Parks Department.
- Began re-inspection of Phase 2.7 sidewalk program area.
- Completed updating Storm Sewer Cleaning Route 1 and began updating Route 2.
- Completed traffic counts and compiled data.

### Field Operations/Streets:

- Sign crew repaired and replaced signs and poles as needed.
- Street crews are working on putting temporary patch in various potholes citywide.
- Street crew started putting together recycling carts for delivery.
- Street crew picked up heavy items for refuse department.
- Street crew loaded and hauled 2 loads of sweeper debris from the City yard to the landfill.

## **Parks & Recreation**

### Recreation – Joe Spadafino

Paula completed the adult softball fields and Rittenhouse Camp inspection with the Parks Superintendent in preparation for the upcoming programs taking place. Work orders were completed regarding the items found needing repair.

Recreation staff finalized summer brochure and camp guide information including updating locations, times, etc.

Paula met with lead winter soccer instructor regarding the upcoming spring program. She also worked with the youth volleyball program instructor to set up things for the start of the class on Saturday.

Sharon has been working on several posters and packets for upcoming events. Vendor packets are scheduled to be sent and emailed on Wednesday, March 16<sup>th</sup>. Posters for the Nefosky Walk, Memorial Day Parade, and spring events will be distributed in the next several weeks.

Sharon met with a potential new art instructor who has some great program ideas for children.

Sharon reviewed new performer demos and has passed them along for others to review prior to selecting groups for the 2011 season.

Tyler met with the Camp GWC Director to discuss plans for this year's summer camp.

Spring tennis lessons began on Sunday, March 13. We have lessons scheduled for all ages, 4 to adult.

I took part in a conference call with Liz, John Herring and Maximum Solutions about our registration software system.

I am going through bid results for equipment and supplies and apparel to determine low bids.

#### Parks & Horticulture – Tom Zaleski

Parks Superintendent completed the following:

- Continued working on Tree Pit contract.
- Met with property owner concerning tree issue at University Garden Apartments.
- Met with DOC officer at Porter Chevrolet site concerning locating a better access route to clean up site in Miller Park.
- Continued working on anniversary celebration silent auction for the Christina River Clean Up as well as the clean up itself.

Parks and horticulture staff attended Flagger Training at City Yard.

Horticulture staff continued cutting back Lirope and grasses throughout park system.

Building maintenance staff started working on issue concerning sump pumps in Police Station.

All staff continued cleaning up downed branches/limbs in park areas from snow and wind damage.

### **Electric**

The line crews were busy over the weekend with the wind and rain bringing down a couple of large trees and branches. The storm kept crews busy for over eight hours restoring mostly services. The biggest outage occurred when a large tree burned down wires on Harvard Lane causing a six-hour outage.

The backyard tree trimming crews finished trimming along Wyoming Road behind School Lane Garden Apartments. They are now trimming the lines along Sunset and Beverly Roads.

The underground bore contractor has finished installing pipe under three driveways along Beverly Road. An underground crew will complete pulling in new conductors for four streetlights.

The line crews are finishing their work on the new primary service at the University's Chrysler site. Installation of hardware at the riser pole, cable terminations, and metering are all that remain. The line crews also installed a pole for the new service at the back of Rittenhouse Station.

Engineering has been busy helping Honeywell understand the building HVAC systems. They have been called in for an energy audit and needed to understand the control systems and locations of mechanical apparatus.

Engineering also spent considerable time calculating fault levels for a circuit that will feed the University Science Center on Lovett Avenue. Normally, the underground cable in a circuit is negligible. Because of the long length of primary cable buried underground for this circuit, many calls to cable engineers about impedance factors and cable construction were made to ensure the calculations are accurate.

CSH/mp