

## DEPARTMENTAL WEEKLY REPORTS

March 25, 2011

### Police

On Saturday, March 19<sup>th</sup> at 3:10 p.m., Corporal Skinner was dispatched to East Mill Station Drive on a report of a person going door to door in the area. The officers observed a 49 year-old male walking away from a home on the street. The officer was familiar with the subject from a previous peddling incident. The man stated he was soliciting auto services and did not have a permit. He was issued a summons and released at the scene.

On Saturday, March 19<sup>th</sup>, at 12:30 a.m., Sergeant Rieger was patrolling in the area of Timothy's near Paper Mill Road, when he observed a fight on a metal landing on the side of the restaurant. The sergeant determined that the victim had been involved in a verbal altercation inside of the bar. When he left the establishment he was assaulted by three males outside. One suspect was still at the scene and was placed under arrest. Officers are investigating the identity of the other two suspects.

On Wednesday, March 23<sup>rd</sup>, Newark Police and University of Delaware Police administrative staff met to discuss initial plans for Newark Nite and UD Alumni Weekend. We have contacted Aetna Fire Police to request the assistance of their officers for traffic control during the Newark Nite event.

This week the additional seven security cameras will begin to be installed in the downtown area and the license plate recognition system will also be installed. The initial cameras have been very successful in spotting criminal activity as well as assisting in criminal investigations.

Corporal Keld has been busy preparing the department for its next CALEA certification. The Newark Police Department has been a nationally accredited police agency since 1997 and on our last inspection was designated as a flagship police agency. CALEA representatives will be conducting their onsite inspection from December 10<sup>th</sup> through December 14<sup>th</sup>.

Newark's Emergency Management Plan has been updated and reviewed. Upon final approval by the City Manager, printed copies and a compact disc will be available.

### Planning & Development

#### Planning

Work continues preparing materials for the **April 11, 2011** Planning Commission meeting. The Commission will be reviewing the proposed redevelopment of the properties at 70-74 Amstel Avenue for approximately 1,200 sq. ft. of commercial space and 16 townhouse apartments.

## Community Development

Planner Mike Fortner has been working with the City's auditors reviewing 2010 Community Development Block Grant expenditures.

Mike completed a loan signing for a façade improvement project on E. Main Street this week.

On Thursday, Mike attended the WILMAPCO Technical Advisory Committee meeting and the Newark Bicycle Committee meeting.

On Friday, Mike represented the City at the Dow Chemical Company's Community Advisory Committee meeting.

## Parking

The Division continues to work with property owners concerning commercial and related residential trash collection at Parking Lot #4.

## Code Enforcement

The Division has begun fraternity and sorority inspections.

Cheeburger Cheeburger has applied for and should shortly receive its Certificate of Occupancy.

The Division continues to work on our enhanced and updated Procedures Manual.

## **Public Works**

### Engineering/Planning and Inspection

- Proposed 2011 Handicap Ramp Contract: Spent time marking curb, sidewalks, etc., to be removed and replaced at proposed ramp locations (46).
- Erosion & Sediment Control Inspections: Performed site inspections at Laura's Glenn, Porter Nissan, Campus Crossing, and U of D Creamery.
- 123 E. Main Street – S.W.M. Maintenance: Met with Lang Development representatives on site to discuss needed maintenance in the sand filter system on site.
- 316 Markus Court – S.W.M. Maintenance: General Pipe Cleaning completed debris removal in the wet chambers of six sand filter systems on site. This completes required maintenance noticed during the annual maintenance inspections.
- 8 High Pond Drive & 1016 Church Road – S.W.M. Maintenance: Owners completed removal of trees and saplings that had grown on the slopes of the embankment of the wet pond facility on High Pond Drive.
- Twin Lakes: Met with owner again to go over erosion & sediment control issues.

- Contract 10-02 – Handicap Ramp Installation: Started generating punchlist for contractor.
- Annual Stormwater Maintenance Inspections: Inspected sand filter at Downes Elementary School and met with the following people to go over stormwater maintenance:
  1. Interchange Industrial Park: Met with Bob Copper from Florida Rock Properties and Ken Fiedler from Stormwater Maintenance Corporation.
  2. Marrows Road Sports Complex: Met with Bob Campbell.
  3. McIntyre Drive: Met with Jake Champion from Brogan's Landscaping.
  4. Rite Aid Corporation (New London Road): Met with Ken Fiedler from Stormwater Maintenance Corporation.

### Survey Crew

- Continued measuring cul-de-sac street lengths.
- Assisted Honeywell Corporation with digital archiving of City building plans.
- Began re-inspection of Phase 2.7 sidewalk program area.
- Continued updating Storm Sewer Cleaning Route 2.
- Completed traffic counts and compiled data.
- Re-set traffic counter on Stamford Drive due to inaccurate readings.

### Field Operations/Streets

- Street crews are working on putting temporary patch in various potholes citywide.
- Vac-all started Spring Leaf Collection Program.
- Catch basin crews rebuilt catch basin at City Hall parking lot and added base hot mix to the same location.
- Street crew began taking plows and spreaders off dump trucks.
- Street crew placed mulch outside of gate at 896 mulch pile and hauled previously dumped brush from 896 to Iron Glen Park for disposal.
- Street crew picked up heavy items for refuse department.
- Street crew excavated test holes for grades for future installation of scale pit sump pump drainage line.

## **Parks & Recreation**

### Recreation – Joe Spadafino

Paula completed update of adult softball and volleyball summer league rules and then conducted coaches meetings for each league. Rules were discussed, league fees collected and practice times established.

Recreation staff worked on reviewing the first draft of summer newsletter and ensured camp guide information was updated for the creation of this publicity piece going out April 1<sup>st</sup>.

Paula awarded the van bid for summer day camp use, updated daily schedules for the camp to include archery, canoeing, pool and rock climbing times. All of the staff for Rittenhouse and Hobbit Camp are returning from last year.

Paula is preparing for an upcoming inspection of the Downes After Care for renewal of the state license through the Office of Child Care. She is also reviewing information about incorporating purchase of care for the next school year into the Before and After care program.

Sharon completed, printed, and prepared 2011 community events vendor packages. The packages were mailed or emailed to potential vendors. The vendor package is also available on our website.

Sharon began working on the Summer Camp Guide which will highlight the department's summer camps and will be available the first week of April.

Sharon attended the Memorial Day Parade Committee, 17 groups are currently signed up for the event.

Sharon and Joe met with representatives from the Police Department regarding the Nefosky Walk and 5K Run. The run is scheduled for Friday, April 15 at the reservoir.

#### Parks & Horticulture – Tom Zaleski

We committed a significant amount of time working on drainage issues in Atrium at City Hall.

The horticulture crew completed cutting back all grasses and Lirope throughout park system except for downtown parking lots.

Tom attended the Playground Safety Inspectors course in Milford to maintain his recertification for inspecting park playground equipment and surface areas.

Tom met with a DelDOT representative and Kerns Brothers Tree Service to discuss tree root pruning on Elkton Road trees that are to be saved.

Rich attended solar panel meeting and took Honeywell representatives around to all City buildings for the purpose of completing their energy audit.

#### Electric

In an effort to be proactive concerning outages, the line crews have been changing 34kV porcelain lightning arrestors. About one half of these older arrestors have been replaced with newer polymer style arrestors. The rest will be replaced later after the circuit for the University Lovett Avenue Science Center is complete, because the construction makes it difficult to de-energize some circuits.

A short line extension on New Street is being started. New, taller poles will be installed to upgrade the voltage from 4kV to 12kV. The line crews have also completed the pole line into the Chrysler site and energized the service there.

Several old streetlights along Beverly Road up to Winslow Road have been replaced while the underground circuit was under repair. A directional bore contractor was used to install pipes under driveways and the line crews finished pulling and energizing new cable. The line crews also repaired a circuit under the road feeding the entrance lights to West Branch.

Engineering is preparing to change an older relay at the West Main Substation. The new relay is microprocessor based and can communicate remotely.

Engineering held an instructional class on proper tree trimming techniques for all the electrical personnel.

### **Water & Wastewater**

Well 14 has been drilled to the bottom of the Potomac Formation. Next the well shaft will be enlarged to accept the gravel pack and development will follow. We will be finishing up the plans for the motor control center and meter assembly so that we can have this equipment ready to install and connect the well to our system as soon as it is finished.

This week the County and State cleaned up the debris that collected on the old railroad bridge on Creek Road. We closed the raceway and drew water from the reservoir so that we could keep the debris from clogging our facilities.

I met with the contractor who will be cleaning and televising our sanitary sewers. This work is part of our efforts to study the sewer system and determine what repairs and improvements may be necessary.

We have reviewed and approved several submittals for the Replacement of the Bellevue Sanitary Lift Station. These parts will be ordered. We are waiting to receive information on the motor control center. Work will begin later this summer once all of the parts have been received and should progress from that point at a rapid pace.

I attended a meeting of the House Energy Committee in Dover on Thursday regarding water safety as it relates to Pharmaceuticals and Personal Care Products (PCP's) and activities within the water industry to address those issues. Representatives from Tidewater Utilities, Artesian, and United Water spoke. A representative from Wilmington and I were also in attendance in case any questions were asked of us. There were none.

This week I also attended the yearly Legislative Update for the Christina Basin organized by Water Resource Agencies in DE and PA. Federal, state, and local elected officials are invited to attend and have an opportunity to learn what we have accomplished and what activities are planned for the coming years.

I met this week with a firm that has a process to clean water pipes versus relining them. This is something that I am considering for areas where we have water quality issues but are not ready or able to replace the pipe at this time. If successful, this will give us an interim solution until we can permanently replace or reline the pipe.

KRS/mp