

DEPARTMENTAL WEEKLY REPORTS

March 31, 2011

Planning & Development

Economic Development

Our latest Downtown Map & Guide has been received from the printer – distribution of this attractive brochure has begun.

We have also spent time this week preparing for Saturday's Wine & Dine Downtown to be held from 4-8 p.m.

We continue to work with Delaware Today on this June's Newark Supplement.

The Economic Development Study consultant reports have been added to the City's website.

On Tuesday, Councilman Paul Pomeroy, City Manager Kyle Sonnenberg and I attended this month's Greater Newark Network meeting.

Community Development

Planner Mike Fortner continues to work with the City's auditors regarding our FY 2010 Community Development Block Grant Program.

Mike is also helping to plan for Delaware Bicycle Month in May and Newark's Bicycle to Work Day planned for Friday, May 20th.

Parking

Work continues on dumpster consolidation and lot reconfiguration for Municipal Parking Lot #4.

Code Enforcement

The 137 E. Main Street Certificate of Occupancy (Cheeburger Cheeburger) has been issued and this new restaurant is open for business.

The building at 77-79 E. Delaware Avenue has been demolished by the University of Delaware.

The former Winner Ford building at 300 E. Cleveland Avenue has been demolished.

Public Works

Engineering/Planning and Inspection

- Studio Green Apartments – S.W.M. Maintenance: Roto-Rooter removed debris in catch basins (2) with water quality “shouts” west of the clubhouse and flushed the storm drain connecting both catch basins. This completes the needed maintenance per the Annual Maintenance Inspection Report.
- 461 Wyoming Road – S.W.M. Maintenance: U of D crews completed the removal of woody vegetation (trees and saplings) on the embankment of the detention basin on the south side of site. This completes the needed maintenance per the Annual Maintenance Inspection Report.
- Erosion & Sediment Control Inspections: Performed periodic inspections at Laura’s Glenn, Sutton Place (2), Porter Nissan, Campus Crossing, U of D Creamery, and Rittenhouse Station.
- Annual Stormwater Management Inspections: Met with the landscaper to go over sinkhole problems at the catch basin and other items pertaining to the Library Avenue undergrounds facility and swale.
- Contract 10-02 – Handicap Ramp Contract: Finished compilation of punchlist items from contract and sent a copy to the contractor.
- Road Survey Management System: Started road survey for the northwest section of the City.
- Updated the GIS Storm Drainage Mapping Inventory by taking missing outfall pictures and hyperlinking them.
- Responded to an illicit discharge complaint at 137 Sandy Drive concerning an oily discharge. As a result, they’re working toward implementing some pollution prevention/best management measures onsite.
- Worked on an industrial Best Management Practices/Pollution Prevention fact sheet for distribution on illicit discharge complaints with an industrial application.
- Responded to an illicit discharge complaint at Mad-Mac/Matilda’s concerning kitchen waste. As a result, they are utilizing educational information given to them to conduct a training session with their staff.
- Assisted presenting the Stroud Water Research Center Program, “From Classroom to Creek” to Maclary, West Park Place, and Downes Elementary schools, with a total of 134 students participating. When asked the question, “What is a watershed?” before and after the class was taught, there was an average increase in knowledge of 81% between the three schools.
- Helped the Engineering Assistant gather information and pictures for the GIS culvert mapping inventory.
- Continued working on the 2010 NPDES Annual Report.

Survey Crew

- Completed Miss Utility mark-outs as needed.
- Continued meeting with residents in Phase 2.7 and 3.1 of the sidewalk repair program areas to discuss the nature of the violations and provide technical advice on how to conform to current code.
- Continued measuring cul-de-sac street lengths.

- Completed reinspection of Phase 2.7 Sidewalk Program area.
- Completed updating Storm Sewer Cleaning Route 2 and began updating Route 3, noting sites that need updated basin information to be done at a later date.
- Completed traffic count on Stamford Drive and compiled data.
- Revised the Main Street tree grates drawing for the Parks Department.
- Reinspected Sidewalk Phase 2.6 with pictures and updated contract list.
- Attended a sidewalk trip hazard cutting demonstration.
- Performed an elevation survey at the Transfer Station for future drain line relocation.
- Responded to a complaint at 11 and 13 Linden Street for a sidewalk obstruction.
- Scanned and archived City plans for Administration for a potential placement of solar panels.

Field Operations/Streets

- Street crews removed and hauled away 2 dead trees from the swale at Rahway Park and also spoke with resident with Rich Lapointe regarding flooding concerns on his property.
- Assisted Refuse Department on 3-man packer.
- Street crew jack hammered and removed old frames and grates from the slot drains behind City Hall and are in the process of installing new concrete and new frames and grates.
- Pushed up brush for Refuse Department at Iron Glen Park.
- Attended meeting with Rich Lapointe and Ralph Vannoy regarding disposal and clean-up/hauling materials stockpiled at Iron Glen Park.
- Attended meeting with Rich Lapointe and Pusey Pemberton concerning hot mix patches at the Transfer Station.
- Vac-all continued working on the 2nd week of the Spring Leaf Collection Program.

Parks & Recreation

Administration – Charlie Emerson

I participated in a conference call with Joe and Sharon and representatives of M&T Bank to discuss event sponsorship opportunities.

I met with a representative of New Castle County Parks to discuss opportunities for trail connections from Iron Hill County Park to the forested portion of Folk Park (14 acres) located south of I-95 and adjacent to Iron Hill.

I visited various park locations with Tom to view and evaluate trees and potential maintenance needs.

We completed a final review of the Pomeroy and Newark Rail Trail construction contract/bid document and plan and submitted them back to our consultant to make the necessary adjustments. The package will then be forwarded to DeIDOT for a final review. At that point we should be ready to advertise the contract!!

We're making final revisions to the Main Street Tree Pit Renovation contract. We hope to advertise very soon. This first phase will include up to seven (7) sites, depending on the bid price.

Recreation – Joe Spadafino

Paula completed park use permits for the adult softball teams and sent them out to the coaches for the start of practices on April 1st. There are 8 teams signed up for the adult summer softball league.

Paula continued to meet with a few adult volleyball team coaches who missed the coaches meeting and reviewed the rule changes and collected the league payments for the upcoming season. There are 35 teams signed up for the summer volleyball leagues.

Paula attended the Children in Nature Active Living Committee meeting in Dover at the Department of Education Building. This committee is recommending and developing ideas to add to the overall Delaware Environmental Literacy Plan which hopes to create more opportunities for children to participate in outdoor experiences and promote healthy lifestyles and provide better access to green space through schools and community programs.

The recreation staff reviewed the brochure and continued to update information regarding summer programs. Additionally we're spending a good amount of time preparing other advertising and promotional materials for distribution.

Sharon, Joe and Charlie had a conference call with a potential sponsor for the 4th of July Fireworks.

I organized the e-newsletter, selected photos and edited it in preparation for type setting.

Parks & Horticulture – Tom Zaleski

Tom worked on these items this week:

- Continued working on the Main Street Tree Pit contract.
- Met with the landscape architect involved with DelDOT's Elkton Road project about removing certain planting beds, adjusting the new plant selection and changing tree selections.
- Met with an Eagle Scout candidate about possible projects in our park system.
- Attended Christina River Clean Up meeting that will be on Saturday, April 16.
- Met with Steve Wilson concerning contract 'punch list' items and an issue concerning the first base dugout area at Hill Park.

We started organizing for the removal of Christmas lights from trees on Main Street.

The staff went over all mowing/trimming equipment to get ready for upcoming season.

We continue to work on drainage issue in the City Hall courtyard area.

Parks staff placed extra trash cans in Rittenhouse Park for the opening of trout season on Saturday, April 1.

Parks staff started working on a maintenance work order list for ball field and Rittenhouse Day Camp.

We blew off debris from tennis courts throughout park system.

Electric

The line crews have been busy preparing the East Main Substation for the removal of transformers. Circuits have been switched, wires have been taken down, and wires have been insulated in preparation for a crane to lift the deteriorating 60 year old transformers.

The line crews have continued work on the line extension and voltage upgrade project along New Street and continued changing 34kV lightning arrestors. The line crews also changed all the banners on Elkton Road.

Engineering spent considerable time with a couple of ham radio operators looking for radio interference. Using sophisticated portable radio detection equipment, interference was found emanating from a multi-circuited pole near the Newark Shopping Center. Repairs will be scheduled as soon as practical.

The electricians fixed circuitry and changed the outside lighting at the train station and started work on a leaking electric conduit penetrating the Municipal Building from the courtyard.

Water & Wastewater

We have been reviewing submittals for the Bellevue Sanitary Sewer Lift station project and the Christina Creek Sewer Pipe crossing project. I have also been coordinating with Dow Chemical and DELDOT various issues related to the respective projects.

I have set up a meeting with the users of the sanitary sewer pipe that runs along the White Clay creek to see if we can come up with a cooperative arrangement to eliminate the sewer line and utilize a lift station instead. If we are able to come to an agreement this lift station would allow each party to abandon a significant length of sewer line that runs along the creek and allow the water resource agencies greater freedom to restore the natural function of the White Clay Creek riparian areas.

I attended a meeting of County Officials to provide my input on their proposal to require fire sprinklers in residential houses. I indicated that we already have experience working with this issue and would be happy to share any experiences we can that would of assistance.

I attended the quarterly meeting of the Water Supply Coordinating Council. Among other things we decided that it is raining nicely.

Police

Due to the University of Delaware spring break, this week has been relatively quiet for the police department.

During the course of officers' patrols, they have been proactively documenting crime prevention educational incidents. A couple examples are if an officer observes a garage door that is left open overnight, or a mobile GPS system on a dashboard of a vehicle a letter is mailed to the resident advising them that this action may result in becoming a victim of theft or other criminal activity.

On Monday, March 28th, at 6:43 p.m., Officer Hodge was dispatched to a theft of bicycle call. The bicycle was stolen from outside of Pizza U and the owner of the bike was following the suspect. Sergeant Aniunas observed the suspect at the intersection of Marrows Road and Wyoming Road. Upon seeing the police officer, the suspect jumped off the bike, fell to the ground and sustained a broken arm. The suspect appeared to be under the influence of alcohol, was given a breathalyzer test that registered .200 blood alcohol content. A criminal check revealed the suspect had 10 outstanding warrants. The suspect was transported by Aetna to Christiana Hospital. Upon his release from the hospital, the suspect was charged with theft and driving under the influence of alcohol. He was committed to the George Hill Correctional Facility.

Five new police recruits began work this week.

On Thursday, March 31st, Chief Tiernan, Captain Potts, and Captain Williams will meet with University of Delaware Police administrative staff to discuss ongoing police operations.

The seven new downtown security cameras and fixed mount license plate recognition system camera have been installed. This will double our ability to search for criminal activity in the downtown area.

KRS/mp