

DEPARTMENTAL WEEKLY REPORTS

April 29, 2011

Water & Wastewater

Next week we will be conducting the first five year safety inspection of the inlet outlet structure and under drain system of the reservoir. This work will include a dry inspection of the interior of the concrete tower and 3 foot diameter fill pipe as well as a remote television inspection of the drain pipes located under the liner. Schnabel Engineering is coordinating this work with their subconsultants and our maintenance crews.

We have begun work on the next phase of the design for the replacement of the North West Booster Station. We are preparing this project for a design build process because we feel that work lends itself to the creative possibilities that multiple proposals can bring to the project.

We are also expediting the work involved with rebuilding the Cooches Bridge Sewage Lift station. We have been experiencing repeated failures of one pump casing which we have been repairing with epoxy putty. With a combination of good fortune, bypass pumping if necessary, and ultimately replacement of the lift station we will keep the facility in operation.

The flow monitoring equipment for our sanitary sewer evaluation has been installed and is being monitored on a daily basis through an internet portal that we can access.

Police

On Saturday, April 23rd, at 10:53 a.m., Officer Mease responded to the Pathmark store located in the College Square Shopping Center on a report of a shoplifting. Employees stated that two females had walked out of the store with a shopping cart full of merchandise with an estimated value of \$1,000.00. The suspects left the scene in a Toyota. The vehicle did not display a registration tag. Video of the suspects was recovered from the store and released to the media.

On Tuesday, April 26th, at 9:51 p.m., Corporal Conover responded to the ACME Supermarket located in Suburban Plaza on a report of an attempted robbery. The victim, a 35 year-old female, stated she was walking from her car to the entrance of the store, when she was approached by a male trying to tie a white t-shirt around his face. The suspect demanded the victim's pocketbook. The victim began to swing her handbag at the suspect and he ran off.

On Monday, April 25th and Tuesday, April 26th, Chief Tiernan and Captain Williams contacted each residence on North Chapel Street in regard to Chapelfest. The danger of past Chapelfest events was discussed with a resident at each home. All of the individuals contacted agreed not to participate in any Chapelfest activity.

Corporal Marc DiFrancesco was selected as the Newark Lions Club Officer of the year. He will be honored at a Lion's Club dinner on Monday evening. Cpl. DiFrancesco's family and Chief Tiernan will attend the dinner.

Planning & Development

Planning

Work continues this week preparing for upcoming Planning Commission meetings. Items tentatively scheduled for review with the respective Planning Commission meetings are shown below:

- June 7th Planning Commission meeting – Trader's Alley redevelopment plan; 116 Amstel Avenue redevelopment plan.
- July 5th Planning Commission meeting – Wilson Farm redevelopment plan.

On Thursday morning, the Planning and Development Department hosted a Subdivision Advisory Committee meeting for the redevelopment of the 116 Amstel Avenue property. On Monday morning we hosted a Subdivision Advisory Committee meeting for the proposed Trader's Alley redevelopment project.

On Tuesday morning we hosted a Subdivision Advisory Committee meeting for the Wilson Farm redevelopment project.

At its meeting Monday evening, City Council approved the University Garden Apartments subdivision addition.

Economic Development

On Wednesday Maureen met with the Merchants' Committee Working Group to talk about downtown summer promotions.

Maureen is working on DNP webpage reconstruction.

Community Development

On Thursday Mike attended WILMAPCO's monthly Technical Advisory Committee meeting.

Also on Thursday Mike attended a Newark Bicycle Committee meeting where he presented a preliminary plan for increased bicycle parking facilities downtown.

Code Enforcement

13 units at the Twin Lakes townhouses have been framed up.

The new Heart and Home store relocating to E. Main Street has received its Certificate of Occupancy.

We are beginning to receive high grass complaints and are moving forward with appropriate enforcement.

Public Works

Engineering/Planning and Inspection

- Suburban Plaza II – WSFS: Reviewed revised CIP comments with Public Works Director, approved Construction Improvement Plans.
- Sediment and Stormwater Regulations and Technical Documents: Started reviewing the third draft of the revised Sediment and Stormwater Regulation and Technical Documents to provide comments to DNREC.
- Prettyman Property: Attended meeting with engineers to go over City's revised CIP comments.
- Traders Alley Redevelopment: Reviewed plans and preliminary stormwater report for Subdivision Approval. Attended Subdivision Advisory Committee meeting.
- Wilson Farm Redevelopment: Reviewed revised plans and preliminary stormwater report for subdivision approval. Attended Subdivision Advisory Committee meeting.
- 2011 Handicap Ramp Contract: In the process of putting together contract and adjusting locations of ramps to be installed based on the proposed Street Improvement Contract.
- Road Survey Management System: Finished survey for the northeast section of the City and began survey on the southeast section of the City.
- 108 E. Main Street: Met with Tom Zaleski and owner to go over incomplete punch list items.
- 37 Park Drive: Met contractor and resident for installation of pavers and concrete.

Survey Crew

- Completed the updates to Storm Cleaning Route #3 and printed a copy for this year.
- Continued updating incomplete storm sewer data.
- Located the property line at 430 Arbour Drive for the Parks Department.

Field Operations/Streets

- Catch basin crew rebuilt the following catch basins: Behind City Hall next to the slot drains, on the corner of Hidden Valley Drive and Farm House Road, 104 Red Pine Circle, and 317 Lark Drive. Catch basin crew reattached metal catch basin bonnet on the corner of S. College Avenue and Kent Way.
- Hot mix crew applied 620 s.f. of hot mix at 226 W. Park Place.
- Street crew cleaned debris and trash from stormsewer and catch basin at Handloff Park
- Street crew repaired corrugated metal storm sewer line on the new construction site of Porter Nissan on Cleveland Avenue.
- Street crew pushed up and cleaned trash out of brush at Iron Glen Park for refuse department.
- Street crew delivered and exchanged refuse/recycling carts for refuse department.

- Loaded and hauled 3 loads of sweeper material from the city yard to the landfill. Also loaded and hauled 4 loads of previously stockpiled excavated hot mix from City Hall to Batten for disposal.
- Cleaned trash and debris along perimeter line of fence at the city yard.
- Catch basin crew continued catch basin cleaning as per schedule.
- Sign crew repaired and replaced signs and poles as needed and continued working on the sign inventory survey.
- Sidewalk sweeper continued with duties on Main Street.

Parks & Recreation

Administration – Charlie Emerson

Due to frequent and heavy rain occurrences this spring, many turf areas are saturated preventing us from mowing. In some of the areas we have tried to mow, but the mowers are sinking and damaging the turf. We're doing our very best to cut those areas that we can get to and we're hoping that Mother Nature will allow things to dry out a bit. Unfortunately, more rain is in the forecast Wednesday and Thursday of this week.

Along with Carol Houck, I attended a meeting with representatives of Pennoni and DNREC in an effort to finalize the Curtis Mill/Old Paper Mill Road Park Master Plan as it relates brown field remediation.

We received a reimbursement payment from the State for grant funds we were awarded to help fund the LeRoy Hill Park Baseball field fence and backstop replacement project. The grant funding covers 50% of the project cost.

Our Main Street Spring Concert Series begins next Thursday, May 5. The concerts will be held at the Academy Building lawn beginning at 7 p.m. through June 23.

Recreation – Joe Spadafino

Paula contacted all the volunteers scheduled for this summer's Rittenhouse Day Camp and verified their availability. She will send out letters to confirm final placements once all the volunteers have checked in.

Paula met with the Office of Child Care Licensing Inspector at the After School program for the annual inspection. The program passed the inspection and had its license renewed for another year.

Sharon has been contacting performers for the Spring Concert Series. To date all concert bookings have been confirmed except one.

Spring Concert Series Schedule

- May 5 – Leslie Carey – Pop/Alternative/Rock
- May 12 – Gang of Two - Americana/Blues/Classic Rock

May 19 – Crabmeat Thompson – Family Performance
May 26 – Owl Talker Trio – Native American
June 2 – Brene Wilson – Alt-Pop/Rock Singer Songwriter
June 9 – TBD
June 16 – Newark Community Band - Variety
June 23 – The Jammers – Rock & Roll

Sharon and I attended a two day Rural Event Security Planning Course at the Delaware Fire School. The course was part of a national program offered for law enforcement as part of the NIMS and ICS systems. A lot of very good information was obtained about preventive and response measures that may be used during events, including hazards, threats, exposures and how to minimize and assess their credibility and impact.

Sharon attended a meeting for the Memorial Day Parade with Public Works and the Memorial Day Parade Committee.

Tyler prepared for Youth Escape School that begins this week during Christina School Districts spring break.

Tyler is organizing the Dickey Park and George Wilson Center pool openings that are scheduled for Tuesday, June 14.

Parks & Horticulture – Tom Zaleski

Parks staff completed or started the following:

- Applied water sealer/stain to the wooden deck in the courtyard and placed planting pots on deck
- Trimmed out what turf areas we could get into in parks
- Continued on park work orders and on building maintenance issues
- Converted over last Kubota tractor to mowing operation from snow removal
- Dragged and sprayed aqua net roundup herbicide on all ball field infields

Horticulture staff completed or started the following:

- Mowing of horticulture sites
- Continued edging bed areas
- Core aerated and over seeded the Fairfield and Kells soccer fields
- Continued on interior bed maintenance at Alderman's Court area

Parks Superintendent did the following:

- Attended meetings concerning drainage issue at Hill Park
- Met with the developer concerning landscape issue at 108 Main Street
- Conducted prebid meeting for Main Street Tree Pit contract
- Continued organizing for the upcoming silent auction at the 20th Anniversary event for the Christina River Clean Up
- Met with Parks Director at Stafford Park hockey court on a maintenance issue
- Conducted park inspections and prepared related maintenance work orders

Electric

The line crews have been working on the circuit upgrade in the Nottingham areas. They have been changing transformers and installing terminations to the ends of the cables previously bored in. Also, a line crew worked after hours assisting an electrician replacing faulty service cables to one of the buildings at Martin Honda on Cleveland Avenue and fixed the faulty turn out signal on Chapel Street reported on last week.

Engineering personnel started reprogramming several meters in the field. It was discovered that five meters for large commercial and industrial customers were factory programmed incorrectly. The remote readings were always correct, but the front display did not show the real time usage. This could become an issue if a final reading is ever needed.

Engineering is continuing mapping software evaluations. Because the software is expensive, complicated, and modular, electric staff is working with vendors to establish cost effectiveness of different parts of the software relative to engineering needs and wants.

Engineering and the Line Crew Supervisor met with contractors building the Barnes and Noble project on Main Street. Safety concerning the proximity of the high voltage circuitry and the installation of temporary cable covering was addressed.

The electricians have been checking the capacitor banks for blown fuses or any problems with the controllers on the switched banks. Now that summer seems to have arrived early, the proper operation of capacitors is vital to the electric system.

KRS/mp