

## **DEPARTMENTAL WEEKLY REPORTS**

**November 18, 2011**

### **Electric**

A contractor was called in to replace a faulty protective device on one of the main transformers feeding the City. After completing the repairs, the circuits were switched back to normal. While reloading the transformer, a breaker was found to be operating abnormally. Engineering and electricians found a defective limit switch, which was quickly replaced. Spares were on hand from similar repairs to other breakers throughout the years.

Line crews are changing the oldest terminations on cables feeding one of the City's main circuits. In proactive response to termination failures, older terminations are being replaced. The crews did find water in the thirty year old terminations which would have potentially caused an outage to a transmission circuit feeding several substations.

The line crews worked setting two pad mount transformers on Wyoming Road for the University of Delaware's East Campus Housing Project. These transformers will feed the construction trailers. The line crews also set two poles for a new service on Winner Boulevard.

Electricians gathered oil samples from transformers which had previously tested with questionable results. They also checked and fixed the receptacles on Main Street in preparation for Christmas decorations.

Engineering worked on the switching programs needed before energizing the University's Lovett Avenue Science Center. At the end of the week the line crews will be checking the phasing of two 34kV circuits separated by a tie breaker and two over current breakers. These highly reliable circuits serve as backups to each other and in the event of failures will automatically switch. It is important that clear, concise written procedures are understood by electric personnel to determine the state of the circuits and breakers and how to restore devices to normal conditions in the event of a fault.

### **Water & Wastewater**

We experienced another dirty water event on Kells Avenue on Friday, November 11, that was the result of turning off the hose at South College to re-route it into the adjacent catch basin due to icing concerns. The hose was only turned off momentarily and dirty water was reported a few houses up the street which makes us fairly certain that the situation isn't going to improve in time to get the hoses turned off before winter. We flushed the lines on Thursday, November 17.

We spoke with the City of Wilmington, who also had Hyperflush perform a similar cleaning project, and they had to cement line the pipes which were cleaned due to a similar problem. They sent us the contract information that they used for their relining project

which we hope to use to line Kells and Wollaston. We have initiated contact with the contractor and are in the process of procuring a price for the work.

We have tested the telemetry devices in the new sanitary sewer siphons under the Christina Creek to verify that they are working properly.

Work is complete on the south side of the Christina Creek sewer crossing project. The contractor is now working to clean up and stabilize the north side.

We are continuing our program of trenchless patching of sewer laterals that have severe root intrusion problems. This should eliminate future backups along with the need for annual root foaming.

High service pump #1 at South Wellfield has been reinstalled after being serviced. High service pump #2 was removed and is now out for service.

As part of the proposed intersection widening at Possum Park Road and Capitol Trail we located an abandoned underground pump vault and main located in the Morningstar Turf Farm parking lot. We verified that the proposed utility poles were in conflict and will have to be relocated. Additionally, we located a check valve which can be removed to improve water pressure at Wendy's and the ball fields on Possum Park Road.

## **Police**

The University of Delaware Homecoming Football game was held on Saturday, November 12th. A majority of the Newark Police Department worked during the weekend, which historically brings in a large number of calls for police service. Police call and arrest data for the weekend is still being compiled. Preliminary numbers show that over 50 arrests were made for various order maintenance violations throughout the city. A majority of the arrests were for Underage Possession/Consumption of Alcohol, Open Containers of Alcohol, Disorderly Premises, Noise Violations and Disorderly Conduct.

On November 10<sup>th</sup>, a Newark officer was waived down on East Park Place for a report of two subjects possibly trying to break into homes. Officers in the area were able to locate the pair. Through investigation it was learned that the two subjects went up to the door of a residence and tried to enter the front door. When unsuccessful, the two went to a neighboring house and tried to enter that house. An alert resident saw the two and waived down the officer. Arrested were Geoffrey Amsler, white male, DOB 07/17/80 and Jennifer Kallaur, white female, DOB 12/14/83. They were charged with Trespassing, Conspiracy and other related charges.

The Newark Police Department is currently investigating an attempted sexual assault which occurred on Tuesday, November 13<sup>th</sup> at approximately 9 p.m. in a field adjacent to the James F. Hall Trail in Phillips Park. The victim, who is new to the area, reported that she walked from her residence to the 7-11 on Elkton Road. After exiting the store she was confused on how to get back to her residence and while standing in front of the store was approached by the suspect who initiated conversation with her. The suspect then offered to show her the way back to her residence. The victim then walked with the

suspect until the two ended up on the James F. Hall Trail adjacent to Phillips Park. The victim became suspicious of the male at this time and turned around to leave. When she turned to leave the male grabbed her and knocked her to the ground where he proceeded and attempted to remove her clothing. The victim was able to fight off the male suspect and fled on foot to a residence on Apple Road where she reported the incident to the homeowner. Through investigation, the Newark Police Department identified the suspect in the attempted sexual assault that occurred during the evening of November 13<sup>th</sup> as Marvin M. Holmes (DOB 12/19/69). An arrest warrant for Holmes has been obtained charging him with Attempted Rape Second Degree and Strangulation. The Newark Police Department is actively searching for Holmes who is known to frequent residences and businesses located along Elkton Road in Newark. Holmes is known to use the names "Nico", "Rick" and "Mar".

## **Planning & Development**

### **Planning**

Work continued this week preparing materials for the upcoming December 6, 2011 Planning Commission meeting. The Commission is scheduled to review Zoning Code amendments concerning apartments in the BB (central business district) zone.

At its meeting Monday evening, City Council took action on the following planning related items:

- A. Approved the 2012 Community Development Block Grant and Revenue Sharing funding allocations proposed by the Advisory Committee.
- B. Reauthorized funding for our POOH (Promoting Owner Occupant Housing) Housing Assistance Program.

### **Economic Development**

The Department has spent considerable time this week preparing for the DNP Annual Meeting and Volunteer Appreciation Reception which will be held on Thursday evening at the Courtyard by Marriott from 5-7 p.m.

Assistant Planning and Development Director Maureen Feeney Roser spent considerable time on the Downtown Newark Holiday Gift Card Give Away Promotion.

On Tuesday morning, Maureen met with representatives of the UD MBA Program (including Councilman Doug Tuttle) to talk about accreditation and the MBA Intern Program.

This week materials were prepared and delivered to the UD Sports Marketing Office to accommodate our "Tabling Sessions" at UD men's and women's basketball games this season.

### **Community Development**

On Thursday, Planner Mike Fortner attended the Delaware NAHRO Board Meeting.

On Monday and Tuesday, Mike spoke to graduate classes at the University's Institute of Public Administration.

We have received an application for the Department's Home Buyer's Incentive Program.

### Code Enforcement

A Certificate of Occupancy was issued for the new Bob Carpenter Center basketball and volleyball facilities additions.

## **Public Works**

### Engineering/Planning and Inspection

- Contract 11-06 – 2011 Street Improvement Program: Sam's Construction worked on Swallow Circle and Timberline Drive completing the following:
  1. 1.2 c.y. of excavation for patching asphalt driveways.
  2. 121.8 s.f. of 6" concrete driveway replacement.
  3. 28.0 tons of base hot mix patching at curb replacement.
  4. 2.52 tons of top hot mix patching of driveway aprons.
  5. 2,012.4 l.f. of rolled curb replacement.
  6. 117.3 l.f. of sawcutting of concrete for removal.Contractor used 116 c.y. of DeIDOT Class B concrete in the above pours.
- Forwarded the 2011 outfall repair list to the Public Works Director for his review.
- Researched security settings and validating/embedding signatures in Adobe, in response to a DNREC request for our Annual Report. Sought out advice from the IT Network Administrator on the subject.
- Contacted a UD Review reporter to obtain pictures from the Backyard Wildlife Habitat/Rain Garden Workshop held in Council Chambers. Forwarded these pictures to the Delaware Nature Society and the Public Works Director.
- Started reviewing the California Stormwater Quality Association publication, "Municipal Stormwater Program Effectiveness Assessment Guidance", as recommended by DNREC.
- Updated the IDDE tracking form to include a summary description column.
- Attended a quarterly NPDES coordination meeting at the University of Delaware.
- Completed a comprehensive site evaluation at the Maintenance Yard as per our industrial Stormwater permit, and forwarded recommendations to the Public Works Director and Superintendent.
- Investigated a discharge complaint at 109 Dallas Avenue.
- Contract 11-02 – 2011 ADA Handicap Ramp Installation Program: Joseph T. Hardy sealed hot mix patches and saw cut sidewalks and curbs.
- University of Delaware – ECUP/ISEP Building: Corrado Construction replaced 76 l.f. of 6" vertical upright curb along Haines Street and patched 35 s.y. of hot mix base in front of curbs. Contractor used Class B concrete for pour and 5 tons of base hot mix.
- University of Delaware Gilbert Dorms: Met with contractor over changes to walking path installation and erosion and sediment control issues.

- University of Delaware Bob Carpenter Building: Performed C.O. for site. Spent considerable time with superintendent going over items to complete for C.O.
- Laura's Glenn: Contractor formed and poured 571 s.f. of 4" p.c.c. sidewalk off Kirkwood Highway in common area leading into development.

### Survey Crew

- Marked out 1,570 l.f. of curb grades and shot additional grades on Timberline Drive for the Street Program.
- Surveyed water mains at the intersection of Possum Park Road and Kirkwood Highway for the Water Department.
- Identified and staked approximately 1,850 l.f. of property line, including the rear corners of 305 Winterthur Lane, along the east side of the Woods of Louviers for the Redd Park Trail System.
- Marked out the locations of the sidewalk in the City to be replaced by Tri-State Lawn Care.

### Field Operations/Streets

- Street crews continued on the 5<sup>th</sup> week of the Fall Leaf Collection Program.

## **Parks & Recreation**

### Administration/Planning

On Tuesday I visited the Before and After School programs at Downes and West Park Elementary Schools with Paula Ennis, program coordinator. This is our first year at West Park. We've been at Downes for more than 30 years. Both programs are going very well.

Tom facilitated the annual meeting of our internal tree board (Tom, Rich Lapointe, Rick Vitelli and I) on Tuesday. He provided an update of activity for 2011 and will prepare and submit materials for our recertification as a Tree City USA.

I attended the monthly Conservation Advisory Commission meeting last Tuesday night.

I am committing a significant amount of time this week preparing a reimbursement request for the Redd Park Trails project. The project was awarded grant funding from the Delaware Land and Water Conservation Trust Fund.

Pomeroy Trail Update: Our contractor has made significant progress on Segment 1 (area between Wyoming Road and the James Hall Trail). Excavation is complete and materials have been placed to build the base and the adjacent bio swales have been cut in.

On Friday, Parks and Water Department staff met with the state parks trails coordinator and a representative of the Delaware Trail Spinners to walk the west edge of the reservoir

property to discuss and consider the possibility of constructing a north south trail link that would connect Redd Park with the sidewalk along Old Paper Mill Road.

Tom conducted park inspections and prepared related maintenance work orders. He also visited several subdivision sites to inspect landscaping for the release of maintenance warranty's and assisted a representative from the White Clay Creek Watershed Association researching tree plantings along the White Clay Creek corridor.

Rich continued researching options for a articulating loader unit that we plan to purchase in 2012. The unit will replace two (2) pieces of equipment and will be much more functional in our operations.

## **Field Operation**

### Park and Building Maintenance

Mowing continues in all park areas. In addition we are removing leaves at certain locations.

We started hanging Christmas lights on Main Street trees.

We completed the replacement of the backboards on the horseshoe pits at Wilson and Dickey Parks.

The crew completed or worked on various maintenance tasks throughout park system.

### Horticulture/Landscaping

Mowing continues at several horticulture sites.

Horticulture staff assisted the parks crew hanging lights on Main Street trees.

Seasonal maintenance continues on landscaped areas in the parks and at traffic median sites.

### Recreation Services

Team practices started for our Youth Basketball Leagues. There are 12 teams in three (3) leagues. We are continuing to take registrations and place players on teams.

Our Winter Adult Volleyball Leagues will get underway soon. There are 16 teams in two (2) leagues.

Last weekend we held the Junior and Senior Youth Soccer League championships. Paula attended and handed out trophies.

Sharon and Debbie are working on final details for this Saturday's 38<sup>th</sup> Annual Turkey Trot 10 K Run, 5 K Walk and Run. The event will be conducted from Handloff Park and will

follow our certified course that follows Barksdale Road, Valley Road, Church Road and Casho Mill Road.

Recreation personnel are very busy planning for the winter/spring program season.

The Take the Stage Theater program held their final class of the fall session on Friday at the George Wilson Center with a performance of "Phantom of the Horse Opry". Approximately 50 people attended.

The fall session of youth swim lessons (held at the Newark Senior Center pool) ended on Saturday, November 12.

KRS/mp