

DEPARTMENTAL WEEKLY REPORTS

June 22, 2012

Water & Wastewater

Work on the security fence at the Newark Water Treatment Plant began this week. This is part of our treatment facility security gate project and Curtis Paper Mill Park improvements. The fence will control access and security as the number of visitors to the area increases and the automatic gate will make it more likely that the gate is closed at all times. We are also working on getting a vehicle barrier gate for access to the top of the reservoir. This gate will be similar to those at other parks and parking lots. This will allow us to more easily control access by contractors and vendors and allow for easier security checks as the Water Department or Police Patrols can access the facility without getting in and out of their car.

The improvements at the water treatment facilities associated with the first Honeywell energy saving project are moving along well. Some of the equipment is already up and running. After all of the equipment is installed we will go through a series of tests to insure that it is all running as intended.

Police

The Newark Police Department is investigating an armed robbery which occurred at approximately 9:45am on June 16th, 2012 at SAS Cupcakes located at 134 East Main Street in Newark.

On this date a 19 year old female store employee had just opened the store when a Hispanic male suspect entered the store and displayed a large knife, demanding cash. After receiving an undisclosed amount of US currency the suspect took the victim's cell phone and fled out the front door in an unknown direction.

The suspect is described as a Hispanic male with a large, muscular build and a buzzed hair cut. He was wearing a black and red shirt, dark pants, black sunglasses and had tattoos on his arms and neck.

The 19 year old victim was not injured during the incident.

The Newark Police Department is investigating an armed robbery which occurred at approximately 3:45 a.m. on June 19th, 2012 in the parking lot of Dunkin Donuts located at 1142 Elkton Road in Newark.

On this date a 50 year old female victim had just exited the Dunkin Donuts and entered into her vehicle when she was approached by two unknown black male suspects. The two suspects, who had hoods drawn over their heads, pointed a black colored handgun at her and demanded her purse. The victim surrendered her purse to the suspects who then fled the area on foot crossing Elkton Road towards McIntire Drive.

Suspect 1 is described as a black male with light colored blue jeans, dark hooded sweatshirt and white sneakers.

Suspect 2 is described as a black male with dark colored pants, dark hooded sweatshirt and white sneakers.

The 50 year old victim was not injured during the incident.

The Newark Police Department investigated an armed robbery of the Dunkin Donuts located at 1142 Elkton Road, which occurred at approximately 7:53 a.m. on June 20th. During the robbery a white male suspect wearing a gray hooded sweatshirt pulled over his head, white baseball cap, black ¾ length shorts, gloves, black shoes and a dark colored backpack entered into the establishment. The subject sat down at a table and after several minutes, approached the register and placed an order with the 38 year old male clerk. When the clerk opened the register, the suspect displayed a handgun, reached into the till and removed an undisclosed amount of US currency. The suspect then fled the store.

Through video surveillance and a phone tip investigators obtained information linking 22 year old Jacob Harding of Elkton, Maryland to the crime. At approximately 7:00 p.m. on June 20th, NPD Detectives, with the assistance of the Cecil County Sheriff's Office, executed an arrest and search warrant of Harding's home, taking him into custody without incident.

Harding was arrested by the Cecil County Sheriff's Office as an out of state fugitive and is currently being held at the Cecil County Detention Center pending his extradition back to Delaware.

Suspect: Jacob S. Harding D.O.B. 05/07/1990
53 Button Bush Court
Elkton, MD 21921

Pending Charges: 1 Ct. Robbery 1st Degree
1 Ct. Possession of a Firearm During the Commission of a Felony

Note: This robbery is not believed to be linked to the June 19th parking lot robbery at the same location.

Planning & Development

Planning

On Thursday morning I attended the staff meeting.

Also on Thursday morning, Steve Wilson and I attended the meeting to discuss student move-out trash and options for future response.

Considerable time was spent this week preparing for the upcoming Planning Commission meeting to be held on July 10, 2012 (rescheduled from July 3, 2012). Agenda items planned for review are:

- Trader's Alley (major subdivision, site plan approval and special use permit).
- 163 Elkton Road (rezoning, major subdivision and special use permit).
- Discussion on the Fundamentals of Comprehensive Plans and Planning.

Some time was spent on the City's Annual Report to the State Office of Planning Coordination regarding the City's Comprehensive Plan.

Development Supervisor Mike Fortner prepared a Fiscal Impact Model and rezoning exhibit for the Planning Commission's review for the South Main Street Plaza proposed development.

Economic Development

On Wednesday evening Planner/DNP Administrator Ricky Nietubicz and I hosted the Downtown Newark Partnership Board meeting. Newark Day, amendments to the 2013 DNP Budget and renaming Elkton Road to South Main Street were among the items discussed. Some follow up work on each of these items was also performed this week.

This week Ricky solicited and collected feedback pertaining to Newark Day. Ricky sent an "E-News You Can Use" e-newsletter to downtown merchants to keep them updated on current downtown issues.

Community Development

Mike processed two Home Improvement Program applications this week.

Parking

Some time was spent working with the Newark Development Trust regarding the potential parking garage in Lot #1.

Some time was spent on the bid package for the Center Street entrance to Lot #3.

The Parking Division continues maintenance in the parking lots including painting.

The Parking Office is under construction due to the renovation of Salad Works directly below the office.

Code Enforcement

123 East Main Street received their C/O for the offices.

113 Interchange Blvd. received their C/O for the warehouse and office space.

The house at 705 Brook Drive was cleaned out this week. The contractor will start on the roof next week.

Code Enforcement put a contract together to grade the yard at 113 Trout Stream Drive. The sidewalks in the open areas were graded as well under the same contract.

Public Works

Engineering/Planning and Inspection:

- Laura's Glen: Met with Code Enforcement Supervisor and contractor on Lot 4 to discuss grading and stabilization requirements.
- Erosion & Sediment Control Inspections: Conducted site inspection at Laura's Glen and Sutton Place.
- Contract 11-06; 2011 Street Improvement Program (Punchlist): Greggo & Ferrara completed curb repairs on 24 streets per punchlist.
- Contract 12-04; 2012 Street Improvement Program: Spent time measuring streets to be milled on upcoming contract.
- Participated in a Penn State Extension webinar, "The Role of Trees and Forests in Managing Municipal Stormwater".
- Performed quarterly biological and water quality stream adoption tasks at Rittenhouse Park. Submitted required paperwork electronically to the Delaware Nature Society.
- Attended a Christina Basin Task Force meeting.
- Participated in an EPA webinar, "Stormwater, Coal-Tar Sealcoat, and Polycyclic Aromatic Hydrocarbons (PAHs)".
- Responded to an illicit discharge complaint at the Galleria, and sent a certified letter requiring corrective action.
- Updated storm drainage information on the GIS.
- Participated in a Delaware Riverkeepers Raindrops-to-Rivers Series webinar, "Improving Stormwater, Streams, and Habitat".
- Performed quarterly wet visual monitoring tasks at 4 outfalls as per our NPDES Industrial Stormwater Permit for the maintenance yard.
- Responded to a hydraulic fluid spill in front of Porter Chevrolet. Coordinated a cleanup effort with the Street Supervisor.
- University of Delaware – East Campus Dorms: Eastern States formed and poured new inlet catch basin and new manhole access on fire lane off Haines Street.
- Martin Honda: Brian Johnson, Inc. replaced 23 l.f. of vertical curb and replaced 122 s.f. of 4" sidewalk with handicap ramp on Winner Boulevard. Contractor used a partial 7 c.y. of Class B concrete.
- University of Delaware – ECUP/ISEP: Corrado installed new water valves and line on Lovett Avenue and backfilled trench with crusher run to top of hot mix.
- University of Delaware – Carpenter Center Addition: Met with contractor, Geo-tech, Engineer, university representatives, and Mike Sitek to go over infiltration issues with storm tech.
- Main Street Galleria – Stormwater Maintenance: Greggo & Ferrara had A-1 Sanitation pump out wet chambers of sand filter.
- Twin Lakes: Performed Erosion and Sediment Control Inspection after significant rain event.

Survey Crew

- Tri-State Lawn Care completed the contract work for Phase 3.1 of the sidewalk program.
- Continued to work on the drawing and creating comp points to set for the new pole shed at the warehouse.
- Re-inspected Phase 3.2 Sidewalk Program in Fairfield and Fairfield Crest.
- Responded to a complaint at 2 Alford Court about caution tape blocking the sidewalk.
- Mailed Sidewalk Obstruction Notices to 24, 44, 102, and 120 Townsend Road.
- Responded to a complaint about low branches at the bridge at Timothy's restaurant and contacted Brit Mazzagoli at Commonwealth Group to have the branches cleared.
- Updated the storm sewer information on Map 11.

Field Operations/Streets

- Storm sewer crew cleaned out culvert at Cherry Hill Manor service road of debris and trash.
- Concrete crew excavated, formed, and poured 171 l.f. of road curb in front 305 and 307 Wilson Road.
- Concrete crew repaired wash-out with concrete and replaced rip-rap at storm sewer easement at Blair Court and Casho Mill Road.
- Loader, operator, and seasonal employees continued working at Iron Glen Park with the tub grinder.
- Hot mix crew applied base hot mix at 307 Wilson Road.
- Vac-all crew continued cleaning catch basins as per schedule, finishing Route 2.
- Sign truck repaired and replaced signs and poles as needed and removed old black and gold signs and installed new green and white signs on Delaware Avenue.
- Sidewalk sweeper continued with duties on Main Street.

Parks & Recreation

Administration & Planning

The June Conservation Advisory Commission meeting was cancelled. We could not get a quorum.

I committed a great deal of time this week reviewing/proofing a draft Design/Build Request for Proposals for the Skate Spot project.

I met with certain staff members to begin discussions and plans for the Pomeroy and Newark Trail opening. The official opening will occur on Monday, September 10. More details in the near future.

On Thursday of this week we will host a light luncheon for many of the volunteers who have worked on the Redd Park trail rehabilitation and construction project.

Tom and I visited the Village at Twin Lakes subdivision to review landscape requirements and installations.

I spent time working on a matter at Karpinski Park with Councilman Markham and neighboring residents.

Last Friday I met with representatives of the Delaware Trail Spinners and the Delaware Land and Water Conservation Trust Fund (DTF) program in preparation for Phase V of the Redd Park Trail rehabilitation project. I will soon submit a grant proposal for this phase of the project.

Pomeroy Trail Update:

- The north trail segment at the University Courtyard Apartments was paved.
- We are working with our IT staff, trail contractor and Verizon to get the phone lines activated for the emergency call boxes.
- The canopy structure, under the CSX bridge, was erected.
- The frame of the shelter structure, at Main Street, was erected.
- We began excavating for the installation abutments for the first bridge in the White Clay Creek State Park segment of the trail.
- I met with a University of Delaware representative to discuss post-construction maintenance responsibilities on their segment of the trail.

I had discussions with several developers regarding landscape requirements for their projects.

Tom met with the developer of Twin Lakes to discuss landscaping issues, conducted park inspections, attended a meeting about a luncheon for those who worked on the trail project in Redd Park, inspected the bush hogging of the bamboo along the Hall Trail and the Water Department building, wrote up an article for possible press release for Parks Director, and looked at several downed trees from the storm this week.

Tom worked on a possible redesign of the berm plantings at Twin Lakes after an on-site visit with Parks Director.

Rich met with the Code Enforcement Supervisor about some issues at the Police Station, did daily scheduling of crews, and assisted field crews at the Transfer Station on a pump issue and stage set up on Main Street for the Spring Concert. Rich also reviewed the new Ventrac tractor unit for acceptance.

Parks/Horticulture

Parks staff removed graffiti from Rittenhouse Park, continued mowing, set up stages for the Spring Concert on Main Street, completed the process for pool openings, did tree/shrub pruning at Rittenhouse/Stafford/Alley/Hidden Valley, sprayed weed control as needed at several sites, added wood carpet to several park play units, prepared all ball fields for play and did trash removal throughout park system.

Horticulture staff took care of mulching, mowing, dead heading of perennials, landscaped sites as need and replaced flowers in pots at City Hall.

Both divisions did equipment maintenance to mowing equipment and swept up at Olan Thomas storage building.

Building Maintenance replaced a pump at the Transfer Station, repaired the door in Alderman's Court, painted the new gym door and other maintenance tasks at Police Station.

Recreation Services

Paula assisted the Before and After School staff with the clean up and tear down of equipment from the programs for the end of the school year.

Paula and Joe met with the representative of the Delaware Sportsplex at their new location.

Paula gathered supplies and delivered them for staff orientation and the start of Rittenhouse & Hobbit Camps. Summer camp staff orientation was held on Thursday at the Wilson Center. Paula completed orientations for Rittenhouse staff on Friday at Rittenhouse Park. She also picked up the rental van that will be used for transportation.

The community events staff have been preparing for the upcoming 4th of July celebration, Safety Town and summer camps. The staff has been conducting volunteer interviews and recruiting additional volunteers for Safety Town. Sharon attended and gave presentations on crafts, safety, and bullying at summer camp staff training.

The seventh concert of the Spring Concert season was held on Thursday, with approximately 40 people in attendance. The final concert will be held on Thursday evening, 7-8pm on the Academy Building Lawn.

Tyler attended the summer staff CPR/First Aid training held on Monday, June 11.

Rain delayed the openings of the outdoor pools by one day, but they opened on Wednesday, June 14 with a steady flow of visitors throughout the week.

The Young Actors Take the Stage spring session concluded with a performance of "Pirates of Penzance" on Friday, June 15 with about 40 people attending.

Joe is reviewing the first draft of the skate spot request for proposals (RFP).

Joe is meeting with the Recreation Staff about Fall 2012 programs and Fall newsletter organization.

Electric

Honeywell has finished installing a new control system for the air conditioning at City Hall. The new system uses state of the art software to control new valves and motor drives for increased energy savings and comfort.

The line crews continued working on the poles along South College Avenue, set the transformer at Campus Edge, and supported the electrical construction at Twin Lakes. The line crews also had to relocate an underground cable at Elkton Road and Veterans Lane to accommodate the new curbing of the Elkton Road DeIDOT project.

The electricians worked on a large booster pump on the water system and installed backup communications to the new relays recently installed at West Main Substation. The relays will be integrated into the SCADA system eventually, but phone line communications will be used in the meantime and as a backup afterward.

Engineering worked with the electricians on the relay communications, fixed communications to other substations, and troubleshoot a broken capacitor bank.

CSH/dr