

DEPARTMENTAL WEEKLY REPORTS

August 2, 2012

Water & Wastewater

Fletcher Creamer completed all of the pipe cleaning last week and has been relining water mains this week. If all goes as planned, they will be done relining this week and start restoration next week.

The new water main has been installed on Kent Way. The contractor has been tracking down a leak and believes that they found it in a fitting. Once the leak is repaired and the line passes the pressure test, they will get the line tested for bacteria and begin to transfer the services.

The Variable Frequency Drive has been installed at Well 14 and is scheduled to be put into service on Thursday of this week. On Friday, August 3 we are scheduled to have the startup of the well itself. Once we get a good bacterial test and initial compliance testing we will begin to operate the pump in accordance with our well permit.

We continue to work with Honeywell to integrate the new Variable Frequency Drives into the water treatment process. As time goes on we identify little problems that we need to work out. So far we are pleased with the performance and response from Honeywell.

The recent rains have allowed us to put enough water back into the reservoir that we have basically held the level constant for the last week or so. We are currently at about 180 feet or six feet from full. Hopefully the rain will continue to fall and give us a good soaking instead of the flashy thunderstorms that we have been getting.

The Water Supply Coordinating Council met last week by phone conference and will meet again this week to review the water supply situation in Delaware. The weather pattern is such that we are closely monitoring the water supply throughout New Castle County and the State.

I met with representatives of the University to discuss construction projects in the East Campus area that affect our sanitary sewer system.

Police

On Thursday, July 26th at approximately 6:16 a.m., the Newark Police responded to a report that a tractor trailer had struck a utility pole in the area of East Cleveland Avenue at Capitol Trail. It was reported that the truck stopped, looked and then left the area. A witness to the incident followed the truck and called 911. The truck split one utility pole in half which in turn snapped another utility pole on the other side of the intersection. The pole carried heavy duty electric transmission lines. Officers were able to apprehend the truck and driver. The 59-year-old male from Maryland was charged with Failure to Maintain a Lane, Leaving the Scene of an Accident and Failure to Report an Accident.

East Cleveland Avenue was closed for approximately 12 hours for repairs to the utility poles.

On Thursday, July 26th, the Newark 911 Center received a 911 call from a seven year old child who reported that the mother was having a medical emergency. The child was able to give detailed information which assisted in the emergency response. Officers and the ambulance crew responded to the scene. The actions of the seven year old clearly saved the mother's life.

On Saturday, July 28th, Newark Police responded to the area of Bradford Lane for a report of a naked white male in the area. Two female victims reported that they appeared to have been followed by the unknown naked male. He was described as a white male, 20 to 30 years old, with a thin build and blonde hair.

Planning & Development

Planning

This week considerable time was spent preparing 2013 operating budget submissions for the Planning, Parking and Code Enforcement Divisions of the Department.

On Wednesday, Planner Ricky Nietubicz and I attended the staff meeting regarding renaming Elkton Road.

On Wednesday afternoon Development Supervisor Mike Fortner and I met with a small contingent of Newark landlords to discuss City rental inspections.

On Thursday Mike staffed the Newark Bicycle Committee.

On Monday I accompanied Councilman Jerry Clifton to the City of Baltimore Planning Department to discuss comprehensive planning strategies.

A significant amount of time was also spent this week on the amendments to the 2012 ICC Codes.

Development reviews and associated denial letters for two applications to the Board of Adjustment for variances to the Zoning Code were processed this week.

Economic Development

On Saturday, July 28th, Ricky staffed the Food & Brew Fest that was held in downtown Newark from 2-8 p.m. By all accounts this was another successful downtown event.

On Tuesday Ricky and I met with Interim City Manager Carol Houck and Finance Director Robert Uyttebroek to discuss DNP fees.

Community Development

Applications have been distributed to the Community Development/Revenue Sharing Committee for the 39th Year CDBG Program and the 2013 Revenue Sharing Program. The first meeting of the CDBG/RS Advisory Committee will be August 16th at 7:00 p.m.

Parking

On Friday Marvin and I joined Carol Houck and Rob Uyttebroek in hosting a meeting of the Newark Development Trust to continue discussions regarding the feasibility of a parking structure for Lot #1.

The summer maintenance program continues in the downtown municipal lots.

Parts have been ordered for the change machine in Lot #6 which is out of service due to vandalism.

Strategies to increase the number of metered spaces available for sale were also investigated this week.

Code Enforcement

The Newark Charter School received its interior demolition permit and roof permit.

East Campus Housing received its C/O and C/C for the east building.

Several property maintenance complaints were fielded this week, including downtown dumpster odor and weeds/grass violations.

Public Works

Engineering/Planning and Inspection

- Contract 12-04 – 2012 Street Improvement Program: Diamond Materials worked on Thompson Circle completing the following:
 1. .5 c.y. of excavation.
 2. 10.41 tons of stone placement.
 3. 603.8 s.f. of 4" sidewalk replacement.
 4. 172.2 s.f. of 6" sidewalk replacement.
 5. 15.35 tons of base hot mix patching.
 6. 1.16 tons of top hot mix patching.
 7. 595.5 l.f. of rolled curb replacement.
 8. (2) catch basin adjustments.
 9. 53.1 l.f. of sawcutting for concrete removal.*Contracted used 43.5 c.y. of DeIDOT Class B concrete in above pours.
- Laura's Glenn:
 1. Began reviewing work completed (and incomplete) to compile a list of items that must be completed before "Conditional Acceptance" approval.

2. Met with DeIDOT representatives to review their position with the developer and the bond the state holds for the entrance.
- Erosion & Sediment Control Inspections: Performed site inspection at Sutton Place.
 - Met with Jen Pyle at the University of Delaware to discuss stormwater budget planning for our programs in 2013.
 - Worked on a stormwater Best Management Practices brochure for small construction sites (less than one acre). The intention is to include it with the building permit application when a relevant project is being proposed.
 - Investigated an illicit discharge reported by the University of Delaware at the outfall behind Foxcroft Apartments.
 - Turned in the final Request for Proposals for stormwater retrofits at the Hunt at Louviers to the Purchasing Assistant, and it was released to an email distribution list.
 - Continued reviewing the final draft of the New Castle County/DeIDOT NPDES permit as time permitted.

Survey Crew

- Began inspecting sidewalks in Phase 3.2 of the Sidewalk Program in the central location of the city.
- Mailed the violation & obstruction letters for the northern area of the city in Phase 3.2 of the Sidewalk Program and continued re-processing returned mail.
- Responded to five complaints in the city concerning sidewalk obstructions and sent violation letters.

Field Operations

Refuse

- Completed first week of new Multi-Family Recycling Program. First week yielded an 11.3% diversion.

Streets

- Hot mix crews excavated and applied 150 s.f. of hot mix at Fair Valley Court and Delrem Drive.
- Concrete crews excavated, formed, and poured 90 l.f. of rolled curb at 123 W. Park Place on the Apple Road side.
- Street crew replaced trash can liners on Main Street with new liners and cleaned the old liners for future use.
- Street crew loaded and hauled 4 loads of trash and sweeper material from city yard to landfill for disposal.
- Street crew repaired storm sewer line at 506 Briar Lane.
- Vac-all crew continued cleaning catch basins as per schedule.
- Sign truck repaired and replaced signs and poles as needed, and painted blue handicap stencils for the Parks Department at the George Wilson Center parking lot, Folk Park parking lot, and at the city yard.

Parks & Recreation

Administration & Planning

I committed a significant amount of time this week preparing the Department's 2013 Operating Budget.

We met with a graphics person to discuss designing and producing a parks and trails map.

I received, reviewed and approved two (2) Landscaping Letters of Credit (warranty on landscaping) for new subdivisions.

We sent out a Design/Build RFP to a list of industry vendors for the two (2) Skate Spots we plan to construct.

A volunteer group will paint over graffiti on the Olan Thomas Park storage building this weekend.

Pomeroy Trail Update:

- Merit set in place the first bridge north of Creek Road.
- The abutments for the second bridge are being framed out and will be poured later this week or next week.
- The trail apron was constructed on the north and south side of New Street.
- We received a commitment from CSX to paint over the graffiti on their bridge overpass (near Chapel Street and Cleveland Avenue) in early September.

Tom completed and sent in Tree Planting Grant application to State Forestry for tree planting at the reservoir site. He continued working on 2013 Operating Budget, did daily scheduling of field crews, coordinated and conducted a pre-construction meeting for Phase II of the tree pit rehab project on Main Street and reviewed for verification the property line along Pomeroy Trail adjacent to university properties.

Parks/Horticulture

Parks staff continued mowing, started on crack repair at several tennis courts in park system, dragged/scarified ball fields, continued on general park maintenance work orders, did trash and recycle pick up at all park sites, completed several building maintenance tasks and delivered Safety Town supplies to the Wilson Center.

Horticulture staff continued applying woodcarpet to play areas, cut up a tree that came down in Rittenhouse Park near the shelter, continued mowing horticulture sites as needed, assisted taking up Safety Town supplies to Wilson Center and continued on landscape bed maintenance.

YBC crew assisted applying woodcarpet under play units, did daily trash sweeps at City Hall and Dickey Park, cleaned off all houses and cars used at Safety Town, assisted with taking Safety Town supplies to Wilson Center and did trail maintenance in Rahway Park.

Recreation Services

Paula checked in on the Lacrosse and Field Hockey camps throughout the week which included 12 participants per camp. Rittenhouse Camp finished off the third session with a fun-filled Camp Olympics.

Paula attended the men's softball league championship and handed out trophies to the league and playoff champions, she also checked in on the adult volleyball program.

Paula continues to meet with previous soccer coaches, returning for the upcoming season, as well as solicit new coaches for each league. Skills sessions will be held over the next two weeks for those participants enrolled. She also sent out an email blast to previous participants reminding them about registration.

Paula completed contracts for the upcoming fall programs for instructors and the data entry forms.

Camps held at the George Wilson Center this week included: Before and After Camp Care, Camp GWC, Mad Science Space Camp, Mad Science Radical Reactions & Detective Science and Curtains Up Theater Camp.

Curtains Up Theater Camp held a performance on Friday, July 27 of "Robin Good & Her Merry Hoods". It was a fun show with about 50 people attending.

Camp GWC was held for the final week this summer as Safety Town starts July 30. It was a great summer of camp with a record number of 239 participants for six (6) weeks of camp.

Tyler completed staff schedules for August including the GWC attendants and pool lifeguards.

The recreation staff worked on fall program planning and proofing the fall newsletter.

The community events staff has been busy organizing Safety Town including confirming instructors and conducting volunteer orientation sessions.

Sharon worked on Liberty Day post-event reports.

Joe worked on the 2013 budget and cost estimates for expenditures for the remainder of 2012.

Joe and Charlie met with the University of Delaware about supporting the University's Grant Application for Community Transformation, a Building Healthy Community initiative.

Joe is organizing and editing the fall e-newsletter that will be delivered electronically on August 20.

Electric

The line crews changed two poles on Elkton Road to make room for street lights and replaced poles on Marvin Drive and Beverly Road. They have also started moving capacitor banks around in order to fine tune several circuits power factors.

Electricians and the meter technician worked together to finish changing batteries at two substations and installed antennas at substations for future SCADA communications.

Engineering is working on construction calculations for lines over railroads using worse case scenarios from the National Electric Safety Code. Engineering is also reviewing procedures for power outages and automatic restoration to UD's Science Center Building on Lovett Avenue. Engineering met with representatives interested in moving into the STAR Campus.

CSH/mp