

DEPARTMENTAL WEEKLY REPORTS

August 24, 2012

Public Works

Engineering/ Planning and Inspection

- Rittenhouse Station:
 1. Processed C.O. Departmental (fit-out) for Jake's Wayback Burgers.
 2. Cirillo Bros. completed the replacement of 95 l.f. of rolled curb and 1.80 ton of hot mix (base) patching on Veteran's Lane. Crew also completed outstanding storm drainage and SWM punchlist items on site.
- Contract 12-04; 2012 Street Improvement Program: Diamond Materials worked on Tyre Avenue and Rose Street completing the following:
 1. .7 c.y. of excavation.
 2. 11.1 s.y. of p.c.c. excavation.
 3. 61.60 tons of stone placement.
 4. 25.1 s.f. of 4" p.c.c. sidewalk installation.
 5. 424.59 tons of top hot mix overlay.
 6. .48 tons of base hot mix patching.
 7. .60 tons of top hot mix patching.
 8. 394.6 l.f. of vertical curb installation.
 9. 7,645.3 s.y./in. of street surface milling.
 10. .5 l.f. of p.c.c. sawcutting.
- Erosion & Sediment Control Inspections: Performed site inspection at Sutton Place and spoke to owner/developer about deficiencies on site.

Survey Crew

- Continued with Phase 3.2 Sidewalk Program support and follow-up.
- Continued updating Municipal Building layout plan for emergency escape routes.
- Identified ownership of a fallen tree across the White Clay Creek for the Parks Department.

FIELD OPERATIONS

Streets:

- Street crew continued working on bio-retention area at Iron Glen Park. Hauled 75 c.y. of bio-soil mix and 10 c.y. of triple shredded bio-mulch from Chesapeake, MD, installed approximately 50 tons of #57 stone, bio-soil mix, and mulch.
- Street crew repaired pot holes on Academy Street and on approximately 25% of the service road at Cherry Hill Manor.
- Concrete crew excavated, formed, and poured 66 l.f. of rolled curb at Apple Road and W. Park Place.
- Street crews assisted Refuse Department by pushing up yard waste at Iron Glen Park and on the 3-man packer.

Parks & Recreation

Administration & Planning

We conducted a Pre Bid meeting last Wednesday for the Skate Spot project. Six (6) vendors attended.

We finalized the Curtis Mill Park Smoke Stack Demolition Contract. The contract will be advertised very soon.

Pomeroy Trail Update:

- The Chapel Street approach to Cleveland Avenue was milled, paved and restriped.
- The second bridge abutment (State Park property) was completed.
- On road striping was completed at New Street and North College Avenue/Creek Road.
- Verizon completed the phone line connections for the Emergency Call Boxes.

I met with Tom and Joe to discuss the concept of expanding the parking lot at Phillips Park. With the addition of the Skate Spot we feel additional parking spaces may be necessary.

Park Management:

- Did daily scheduling of field staff.
- Completed proposed design/layout of parking lot expansion at Phillips Park.
- Attended pre bid meeting for Skate Spot project and assisted with addendum items.
- Completed termination paperwork for 2012 YBC crew.
- Met with a representative of Cornell Homes on tree issue at Twin Lakes.
- Looked into water issues at Police Building with Chief Code Enforcement officer.

Parks/Horticulture Operations

- Parks and horticulture staff committed time mowing and doing equipment maintenance on mowing equipment.
- Continued repairing cracks on tennis court surfaces throughout park system .
- Opened up roof drains on Police Station roof as needed and cleaned a/c filters in radio room.
- Continued on bed maintenance throughout park system.
- Applied another herbicide application on Bamboo along the Hall Trail and at the Water Department site at Lewis Park.
- Completed cutting back the Euonymus along Casho Mill Road as well as chipping landscaped areas at Anna Way.
- Installed soccer goals at Dickey and checked portable goals for use at Fairfield.
- Dragged/scarified all infield areas.
- Completed trash rounds throughout park system.
- Tree and shrub pruning as needed at various park sites.

Recreation Services

Paula completed interviews and selected 3 new counselors for the Before and After Care programs. She also met with her administrator and site supervisors in preparation for the orientation for all counselors.

The Recreation Staff completed flyers, PSA's and Channel 22 submittals for fall programs.

Paula increased the maximum for the After Care program at Downes to help alleviate the waiting list. The maximum capacity is 70 and current enrollment is at 68.

Paula continues to place registrants on soccer teams and coordinate the coaches clinic held at the University of Delaware with the head men's soccer coach.

Paula stopped by the Archery Camp. Another session was added in the afternoon to accommodate the waiting list and 30 kids enjoyed the weeklong camp.

Camps held at the George Wilson Center this week included: Sneaker Club, the Dangerous Camp for Boys, Art Camp and two Computer Explorers Camps.

The Recreation Staff finalized fall program information and proofed newsletter.

Tyler worked on summer staff performance evaluations.

Our ten week summer pool season ended with both pools closing on Saturday, August 18. It was a successful summer with no major incidents at either pool.

The Community Events Staff wrapped up Safety Town including putting away supplies and evaluating this year's program.

Joe conducted the pre bid meeting for the skate spot bid; eight people attended representing six companies.

Joe and Charlie attended a meeting at the Newark Reservoir to go over details for next year's Newark Triathlon.

The Recreation Staff prepared for the start of fall registration that began Monday, August 20.

Electric

The line crews finished changing the old terminations on a main transformer that feeds the City. In lieu of pulling new cables, a special retrofit kit had to be used. The transformer is now energized, but awaiting final testing and inspection before load is restored. Additionally, the line crews are straightening some of the poles on South College Avenue that have started settling and leaning since the pole line was replaced. Also the crews are preparing to move a pole at the Lovett Avenue Science Center. Two circuits have to be switched beforehand.

The electricians have started installing conduit at the Phillips Avenue Substation in preparation for the eventual tie-in to the SCADA system and the meter technician examined a couple of businesses at the Shoppes at Louviers to determine whether their combined metering was done properly.

Engineering worked with the line superintendent on testing a new groundhand's pole climbing skills.

Engineering is working on an arc flash study for a new service to the University's Allison Hall and is also working with environmental engineers on getting the information needed for a spill prevention plan.

Water & Wastewater

Fletcher Creamer has finished the water main relining and has left the area. Tom will be coordinating with the Public Works department regarding the pavement restoration project that will be starting next.

The Kent Way Water Main replacement project has finished. The punch list has been completed.

The first samples from Well 14 were forwarded to the State for their review. We expect to hear from them shortly with approval to continue with the start-up protocol.

Tom is working on a project to dredge the lagoons at the Newark Treatment Plant. We have initiated a project to make some piping modifications so that we can bypass the first lagoon while we remove the sediment. Provisions are already in place that we can bypass the second pond when we are able to dredge that lagoon.

We have been working with the Honeywell team to test the accuracy of the water meters. This work is going well and is helping us to identify various issues that we are resolving as we find them.

Sewer main repair and relining is going well. The three point repairs were completed last week. This week the contractor has been relining pipe. The pipe that they are relining has cracks and defects yet is still sufficiently round that the structural liner can be placed and cured. The liner, when it has cured, is a structural stand-alone pipe so the old pipe is no longer necessary to support the load of the surrounding soil. We basically have a pipe in a pipe which because of the smoothness of the new pipe can carry as much or more water than the old pipe.

Police

On Wednesday, August 8, 2012 at 6:40 a.m., a burglary and theft was discovered at the Subway store located in Suburban Plaza. Surveillance video showed two suspects enter the store and remove \$650.00 from the safe. Detectives investigated and arrested an employee of the store for the crime. The second suspect is expected to be arrested shortly.

Corporal Micolucci is continuing to investigate graffiti violations. He expects to make more arrests within the next few weeks.

Our newest recruit, William Anderson, has four more weeks of academy training and will graduate the Delaware State Police Academy on September 21, 2012. Upon his return, he will begin field training.

We have begun our annual "Fall Crime Suppression" deployment. This plan was put into place in September of 2008 and has been successful in reducing the number of street robberies each year. This year we have the addition of our newly created "Special Operations Unit". This unit is staffed by three officers who are paid for by a federal grant. The unit is overseen by a sergeant. They have been extremely effective in dealing with chronic problem locations. We are in the process of attempting to obtain grant money from the state to fund a police vehicle for the unit.

Planning & Development

Planning

On Thursday, August 16th, I attended the WILMAPCO Technical Advisory Committee meeting

Also on Thursday, I staffed the Newark Bicycle Committee meeting where the committee planned their exhibit for Community Day.

On Thursday evening, I staffed the Board of Adjustment meeting where the Board approved 4 variances for a proposed project on four lots at 45 Prospect Avenue, and approved 6 variances for a proposed project at 30, 34, 38, and 42 Chambers Street.

This week 20 bicycle racks were delivered by Vintage Metal Works from Milford, Delaware. The bicycle racks were purchases from funds provided by Public Works, Parks and Recreation, the Parking Office, and the Downtown Newark Partnership and will be installed at selected locations on Main Street to provide secure parking for Main Street customers, and an alternative to attaching bicycles to trees, parking meters and other objects that damage trees and equipment and impede pedestrian traffic. The bicycle racks are being installed today, August 22, 2012.

On Friday, I attended the Senate Bill 64 Floodplain and Drainage Advisory Committee Community Outreach Meeting to review the new stormwater drainage and floodplain standards proposed in the bill. On initial review, the City of Newark either meets or exceeds most, if not all, of the proposed standards. I will be working with the University of Delaware's Water Resources Agency to review our current Codes to determine any changes to our Code that may be required if Senate Bill 64 takes effect.

On Monday, I attended the Federal Rail Administration's Northeast Corridor FUTURE Scoping meeting for a long range plan to improve passenger and freight rail in the region. The City of Newark was mentioned as a focus area because of the development of the STAR Campus and the need for increased connectivity with SEPTA and MARC commuter rail.

Economic Development

DNP Administrator Ricky Nietubicz assisted in organizing the Main Street Mile Guest Bartending Battle at the Courtyard by Marriott to benefit the DNP and NPD K-9 Unit. Over \$5000 was raised during the event. Planning and Development Director Maureen Feeney Roser, Ricky and Mayor Vance Funk participated as guest bartenders. A good time was had by all at this worthwhile fundraising event.

Community Development

On Thursday, Ricky staffed the first meeting of the Community Development Block Grant Committee. The Committee reviewed grant applications for the upcoming fiscal year, gathered the committee's input and requests for additional information that will be useful in determining whether to fund particular applications and the amounts of funding to distribute to each.

Parking

On Thursday, August 16th, Parking Administrator Marvin Howard attended the Delaware Clean Cities meeting in Dover.

The Parking Division continues its lot preparation in anticipation of the return of University students in September.

Code Enforcement

This week Jakes Burgers received their Certificate of Occupancy.

Also this week Starbucks at Smith Hall (UD) received their Certificate of Completion.

CSH/cw