

# TOWN MANAGER'S WEEKLY REPORT

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## UPCOMING MEETINGS & EVENTS ...

- ✓ **Planning Commission:** Wednesday, March 18, 6:00 PM, Town Hall – *Cancelled*
- ✓ **Town Council Meeting:** Wednesday, March 25, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Board of Adjustment:** Wednesday, April 1, 5:00 PM, Town Hall
  1. 318 North Front Street (Lot Depth)
  2. 327 North Race Street (Parking)
- ✓ **Sussex County Association of Towns:** Wednesday, April 1, 6:00 PM, hosted by Millville – *Cancelled*
- ✓ **Sussex County Association of Towns Legislative Breakfast:** Thursday, April 9, 8:30 AM, Georgetown CHEER – *Postponed*

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of March 12, the Town has collected:
  - \$1,602,913 (99%) of the annual property tax billing (\$1,616,317)
  - \$1,005,277 (99%) of the January Utility Billing (\$1,019,634)
- Vehicle Fleet Discussion (Bill Bradley, Gene Dvornick, Laura Givens, Bill West)
- Worked on FY2021 budget and presentation (Laura Givens, Olga Holm)
- Worked on the Presentation for the Market & Bedford Street Main and Service Line Project
- Prepared required documents for the Special Election (Referendum) that is to be held on April 13, 2020 from Noon to 7:00 p.m. (Kristen Dabrowski, Laura Givens)
- Worked on the April Utility Billings meter readings (Kristen Dabrowski)

### **Wastewater**

- Lagoon depths: Large Lagoon is 5.50 feet and Small Lagoon is 6.75 feet
- Pulled the chlorine feed pump to clean debris from the screen and re-installed
- Replaced one 4" lateral pipe at the Pettyjohn Woods site due to a pipe leak
- Cut and removed fallen trees crossing our access road at the Pettyjohn Woods site
- Cleaned out debris buildup in the wet well at Georgetown Plaza with our vacuum truck

### **Construction Coordinator**

- No report this week

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## **Police**

- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Departmental Press Releases issued as warranted

## **Public Works**

- Hydrant & sign replaced at North Bedford Street Circle Quadrant
- Kimmey Street Extended trash clean up completed
- Spring preparation of The Circle in process

## **Planning**

- Projects:
  - 413 East Market St – Received a DDD rebate of \$17,441 with a qualified investment of \$87,207
  - 502 South Bedford Street (Marvel Museum) – Received final approval on March 12
  - Smith Property/Vaughn Road – Zoning amendment approved by Town Council on March 11
  - 142 East Market Street – New business license issued for Home Health Care
- Comprehensive Plan completion kick off meeting on March 10 - Data requests due April 21

## TOWN MANAGER'S UPDATE ...

- Represented the Town at the International Women's Day event (Gene Dvornick, Bill West)
- Followed up on potential Georgetown to Lewes Trail easement with local property owner
- Reviewed questions regarding Enterprise Fleet Management and with Public Works Staff (Gene Dvornick, Bobby Fletcher, Laura Givens, Bill West)
- Met with Georgetown Chamber and local business owners to discuss Food Truck Tuesday (Gene Dvornick, Laura Givens, Jocelyn Godwin)
- Attended Delaware League of Local Governments Annual Congressional Visit in Washington, DC
- Drafted Town Policy for Coronavirus (COVID-19)
- Met with representatives of the ACE Center to discuss and plan a Trash Pick-up Day (Bill Bradley, Gene Dvornick, Bobby Fletcher, Mike Picarello)

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- Responded to numerous local media information request regarding the proposed referendum and Coronavirus
- Participated in Governor's teleconference on State response to Coronavirus (Gene Dvornick, Laura Givens, Bill West)
- Responded to several FOIA request
- Followed up on several code enforcement issues

## CORONAVIRUS (COVID-19)



**COUGH OR SNEEZE  
INTO YOUR ELBOW**

Do not sneeze into your hand. If  
you use tissue, dispose of it right away.

[de.gov/coronavirus](https://de.gov/coronavirus)

## CORONAVIRUS (COVID-19)



**DO NOT TOUCH  
YOUR FACE**

Do not touch your face,  
eyes, nose, or mouth with  
unwashed hands.



[de.gov/coronavirus](https://de.gov/coronavirus)

## CORONAVIRUS (COVID-19)



**STAY HOME WHEN  
YOU ARE SICK**

Be safe. If you feel sick, stay home.



[de.gov/coronavirus](https://de.gov/coronavirus)

## CORONAVIRUS (COVID-19)



**WASH YOUR HANDS  
FREQUENTLY**

Be sure to wash your hands, including  
the backs and under your nails, for 20  
seconds. Or use alcohol-based  
hand sanitizer.



[de.gov/coronavirus](https://de.gov/coronavirus)

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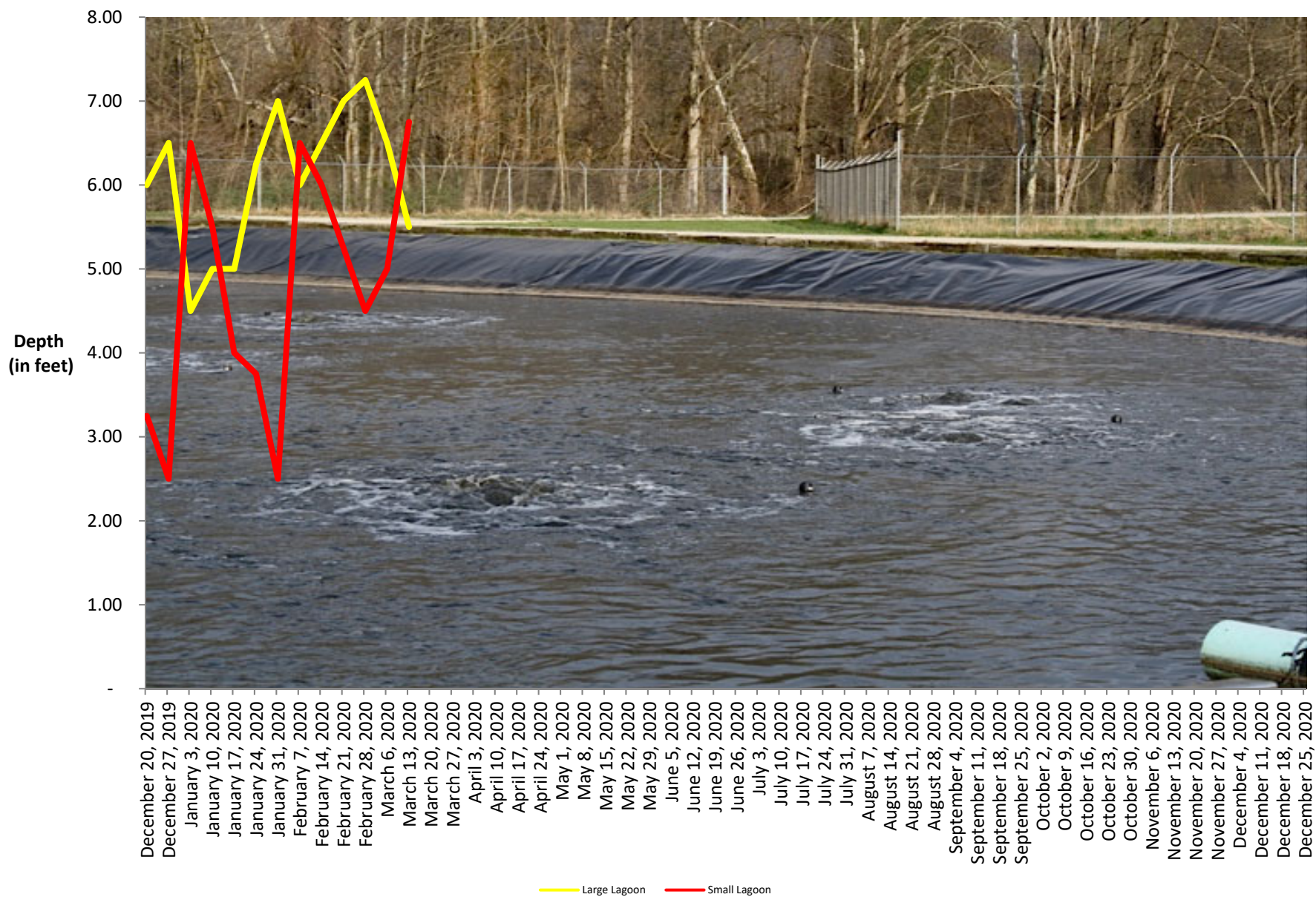
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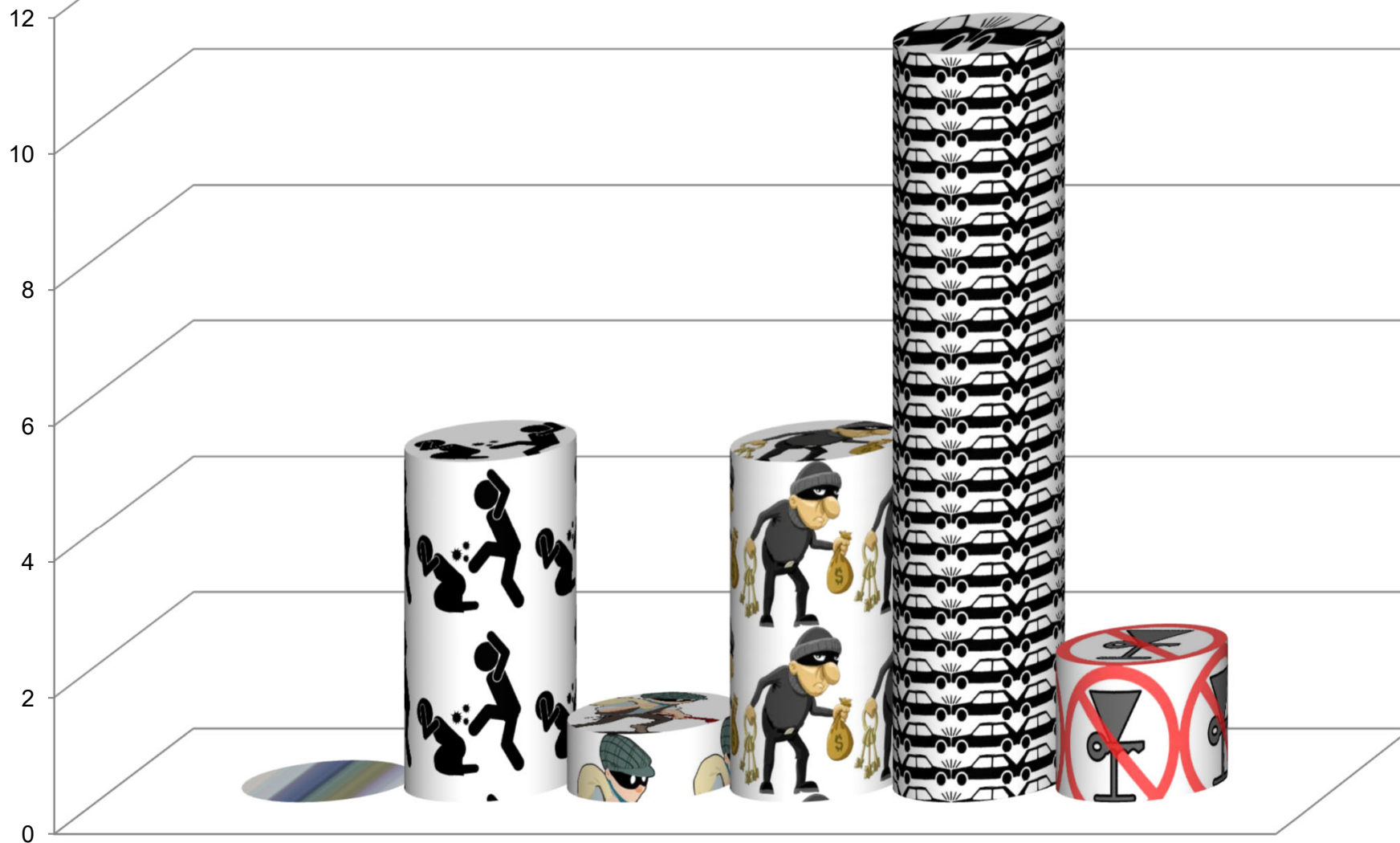
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## WWTF Lagoon Depths



March 11, 2020

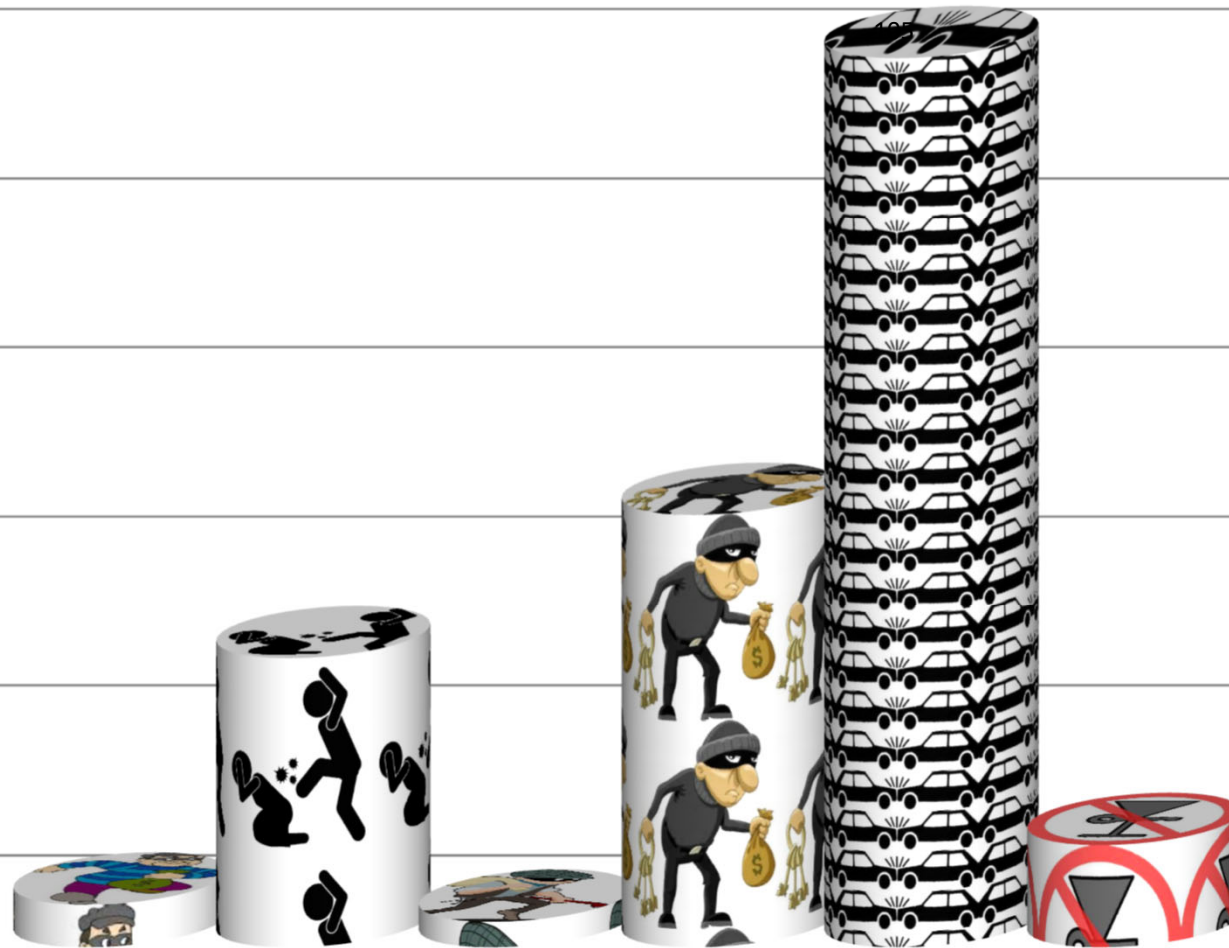


Weekly

\*Robbery \*Assault \*Buglary \*Thefts ■ Collision \*DUI

March 11, 2020

120  
100  
80  
60  
40  
20  
0



Year to Date

\*Robbery \*Assault \*Buglary \*Thefts \*Collision \*DUI