

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Memorial Day Service:** Sunday, May 24 – **Cancelled**
- ✓ **Town Offices Closed:** Monday, May 25, in observance of Memorial Day
- ✓ **Town Council Meeting:** Wednesday, May 27 – **Cancelled**
- ✓ **Delaware League of Local Governments:** Cancelled until further notice
- ✓ **Sussex County Association of Towns:** Cancelled until further notice

UPDATES FROM DEPARTMENTS ...

Finance

- As of May 15, the Town has collected:
 - \$655,332 (40%) of the annual property tax billing (\$1,674,899)
 - \$899,714 (90%) of the April quarterly utility billing (\$1,006,491)
 - ✓ Collections still in alignment with prior quarters
- Processed Accounts Payable, Accounts Receivable, and Payroll
- Initiated the process of developing the Town's phase-in re-opening guidelines for employees (Bill Bradley, Kristen Dabrowski, Gene Dvornick, Laura Givens, Jocelyn Godwin, Donald Robinson, Captain Holm, Eric Rust)

Public Works

- Flag inserts marked for 2020 "Flags for Heroes"
- Irrigation for all areas tested and operational
- Weekly checking of self-watering planters
- Street sweeper has been out on the streets (limited)

Construction Coordinator

- No Report this week

Police

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

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Wastewater

- Lagoon depths: Large Lagoon is 9.75 feet and Small Lagoon is 4.75 feet
- Moved piping for bypass pumping to Stevenson Lane in preparation for station repair
- Responded to sewer issue on North Race Street
- Responded to sewer issue on Margaret Street
- Replaced belts on blower 3 at Cedar Lane Plant

Planning

- Projects:
 - Walmart Expansion plans have been signed and stamped approved on May 18
 - Builder's 1st Source (226 South Railroad Ave) – comments received and sent to applicant on May 19
 - Auto Collision Expansion (413 North Bedford Street) – Plans received for signatures on May 18
 - Marvel Museum – Final recorded plans received on May 19
- Approval given to waive DelDOT Traffic Impact Study for proposed convenience with gas at 20983 Dupont Boulevard
- Caruso's received new location business license – looking to open by Monday, May 25
- Temporary Certificate of Occupancy issued for Dunbarton Apartments, Building 100 on May 18

TOWN MANAGER'S UPDATE ...

- Participated in several calls with DHSS, DPH, Sussex County, local nonprofits, and Office of the Governor regarding Coronavirus and activities in Sussex County
- Worked with Maple City Signs on additional signage for the butterfly garden at Wilson Park
- Completed and submitted an Outdoor Recreations, Parks and Trails (OPRT) Program Grant Pre-Application for design of a Georgetown to Lewes Trail - Trailhead Parking Area
- Contacted property owners regarding land for the Ingramtown Road tie in for the Georgetown to Lewes Trail, Phase 8 (*note: if we are unable to get property owner participation the trail will terminate at Sussex Academy near the Airport Road railroad crossing*)
- Participated in teleconference call with Governor Carney (Gene Dvornick, Bill West)

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- Contacted DelDOT regarding establishment of an Outside Dining Area on South Race Street (involves a closure of the street)
- Worked with Flowbird Urban Intelligence on placement and installation of eight (8) parking kiosks – 2 each on North Race Street, South Race Street, East Pine Street, and East Market Street (Gene Dvornick, Laura Givens)
- Worked with representatives of all Town Departments on plans for post-Coronavirus preparations at Town facilities
- Participated in an update from Perdue – Georgetown Plant on steps taken to mitigate and address Coronavirus concerns (Gene Dvornick, Bill West)
- Contacted restaurants along the 113 corridor to share State of Delaware Interim Guidance for Outdoor Seating (Gene Dvornick, Mike Picarello)
- Met with representatives of Court of Chancery, Family Court, and Superior Court to review and plan social distancing sidewalk markings (Kristen Dabrowski, Gene Dvornick, Bobby Fletcher)
- Responded to questions regarding production effluent and impact on Town waste water treatment facility
- Followed up on several code enforcement issues



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CORONAVIRUS (COVID-19)

WE'RE IN THIS TOGETHER, DELAWARE.

You can help prevent the spread of COVID-19. Take action, spread awareness.

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

CORONAVIRUS (COVID-19)



**DO NOT TOUCH
YOUR FACE**

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



de.gov/coronavirus

CORONAVIRUS (COVID-19)



**STAY HOME WHEN
YOU ARE SICK**

Be safe. If you feel sick, stay home.



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

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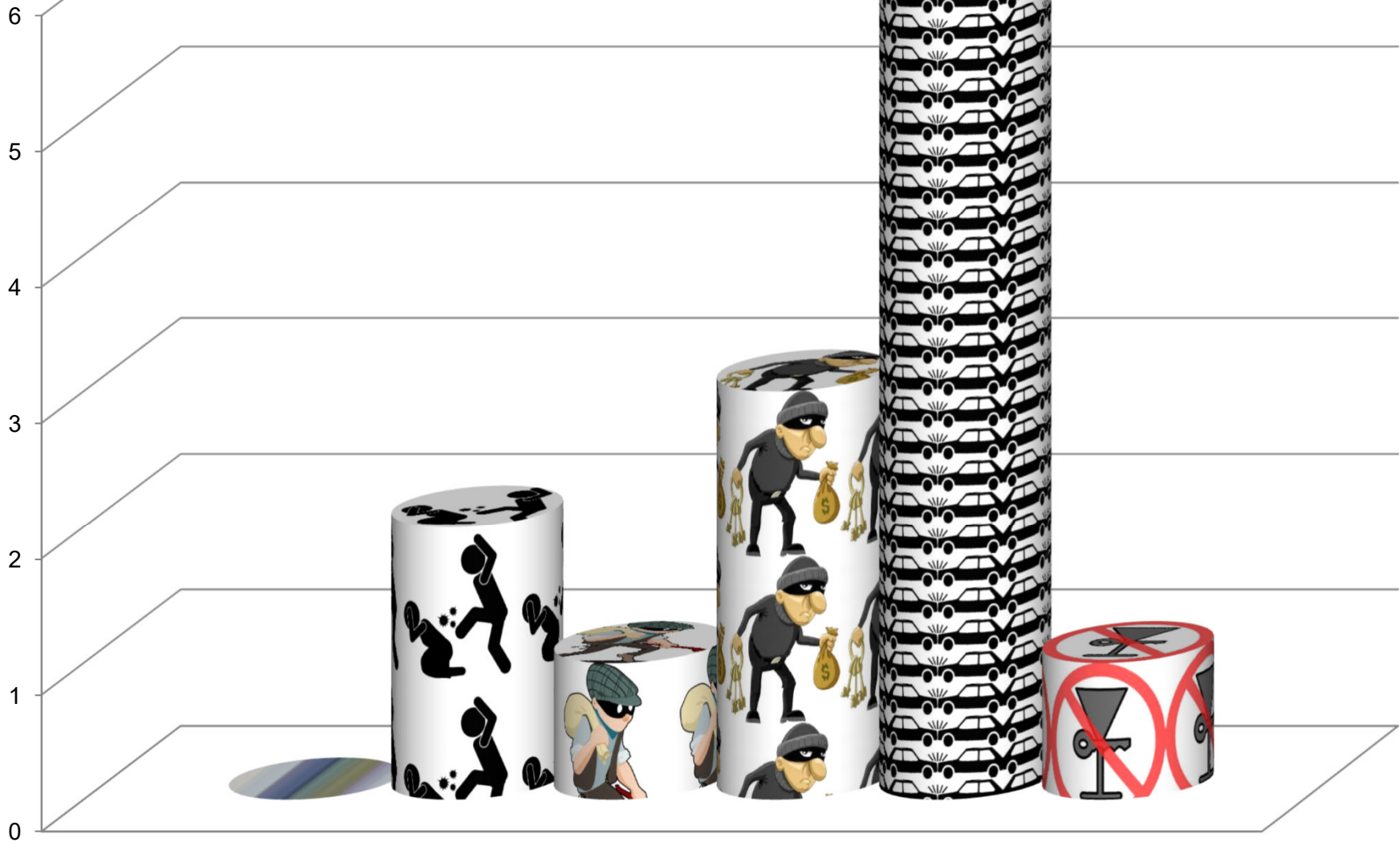


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May 20, 2020

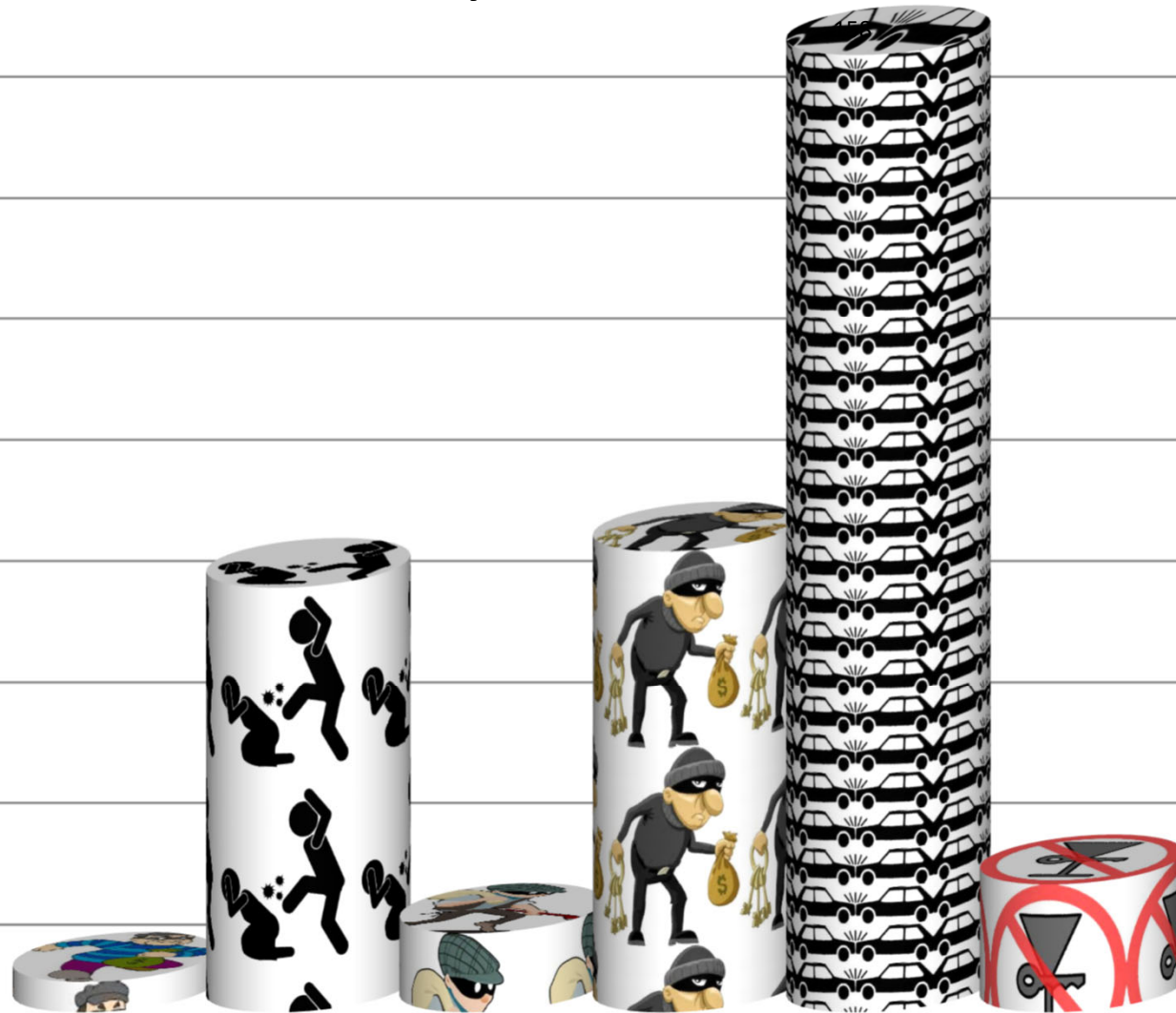


Weekly

*Robbery *Assault *Burglary *Thefts *Collision *DUI

May 20, 2020

160
140
120
100
80
60
40
20
0



Year to Date

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

WWTF Lagoon Depths

