

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Sussex County Association of Towns Steering Committee:** Friday, September 4, 9:00 AM, Arena's at the Airport
- ✓ **Town Offices Closed:** Monday, September 7, in observance of Labor Day
- ✓ **Town Council Meeting:** Wednesday, September 9, Regular Meeting – 7:00 PM, The Circle
- ✓ **Planning Commission:** Wednesday, September 16
- ✓ **Delaware League of Local Governments:** Cancelled until further notice
- ✓ **Sussex County Association of Towns:** Cancelled until further notice

UPDATES FROM DEPARTMENTS ...

Finance

- As of August 20, the Town has collected:
 - \$1,614,701 (97%) of the annual property tax billing (\$1,674,899)
 - \$889,343 (92%) of the July quarterly utility billing (\$971,701)
 - ✓ Collections still in alignment with prior quarters
- Processed Accounts Payable, Accounts Receivable, and Payroll
- Provided Tax and Utility Information to settlement lawyers
- Answered FY2020 Audit follow up questions
- Assisted with Town email conversion
- Completed Personnel Survey for Dover
- Completed the Financial Health Checkup Spreadsheet for the Division of Public Health (Town Sustainability Report Update)

Wastewater

- Lagoon depths: Large Lagoon is 6.75 feet and Small Lagoon is 4.25 feet
- Installed new screen on crossover pipe from small lagoon to big lagoon
- Installed new pump and rebuilt pump at Stevenson Lane pumping station

Police

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

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Public Works

- Patch completed on North King Street at La Casita
- Working with DelDOT on storm water pipe issue on South Bedford Street at South Front Street
- Grass cutting and edging ongoing

Construction Coordinator

- Resubmitted Market/Bedford Street Water Main and Service Line Replacement Plans to DelDOT
- Designed relocation of water main on Zoar Road
- Certificate of Occupancy inspection:
 - 200 Dunbarton Oaks
- Certificate of Occupancy re-inspection:
 - None this week
- Miss Utility Locate Summary (copy attached)

Planning

- Projects:
 - Utility Review for aviation hangar (airport) submitted on August 25 – comments to applicant on August 27
 - 501 East Market Street – Demolition Permit issued for canopy on August 26
 - 211 West Market Street – Town Council approval of Conditional Use on August 26 – Resubmittal of Site Plan is next step

TOWN MANAGER'S UPDATE ...

- Represented the Town at the Chamber Ribbon Cutting for The Parker Group (North Bedford Street Ext) (Gene Dvornick, Bill West)
- Participated in Zoom meeting with stakeholders for new Sussex County Family Court facility (Gene Dvornick, Laura Givens, Jocelyn Godwin, Jeff Ward, Bill West)
- Addressed resident complaint regarding yard waste pick up
- Attended Water and Sewer Rate Study Kickoff Meeting with NewGen Strategies & Solutions (Bill Bradley, Kristen Dabrowski, Gene Dvornick, Laura Givens, Olga Holm, Eric Rust)
- Participated in teleconference call with Governor Carney (Gene Dvornick, Bill West)

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- Worked with Jerry's Paving on reimbursement through Community Transportation Funds (CTF) for work completed on the entrance to Sandhill Fields
- Participated in monthly call with DHSS, DPH, Sussex County, local nonprofits, and Office of the Governor regarding Coronavirus and activities in Sussex County Responded to property owner questions regarding replacement of a water line and timing for the work (Gene Dvornick, Jeff Ward)
- Issued amended Circle Permit for Racial Equity & Social Justice Rally – date change due to inclement weather
- Researched reports on water quality using Drinking Water Watch online tool
- Responded to US Census Bureau request regarding possible office space in Georgetown for applicant fingerprinting
- Followed up with DNREC regarding equipment storage during Facility Evaluation scheduled during the month of September
- Attended meeting with GFL (trash hauler) regarding trash service and updates (Kristen Dabrowski, Gene Dvornick, Laura Givens)
- Answered property ownership question from local business
- Issued Notice of Conditional Use Approval for 211 West Market Street
- Received notification of a DDD Large Project rebate has been approved for a new residential structure on South King Street
- Followed up on several code enforcement issues

CORONAVIRUS (COVID-19)



Learn more at de.gov/gettested

de.gov/coronavirus

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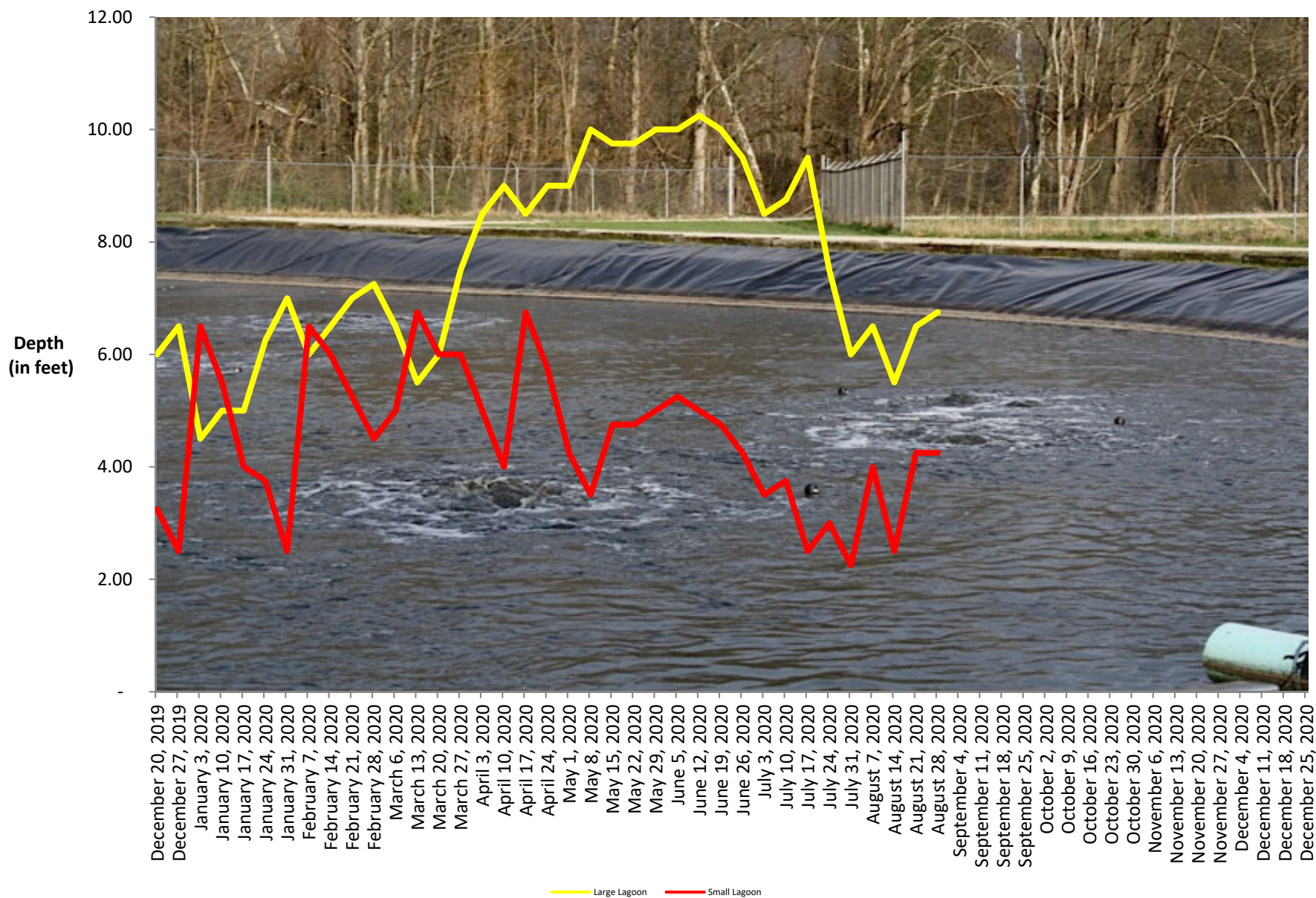
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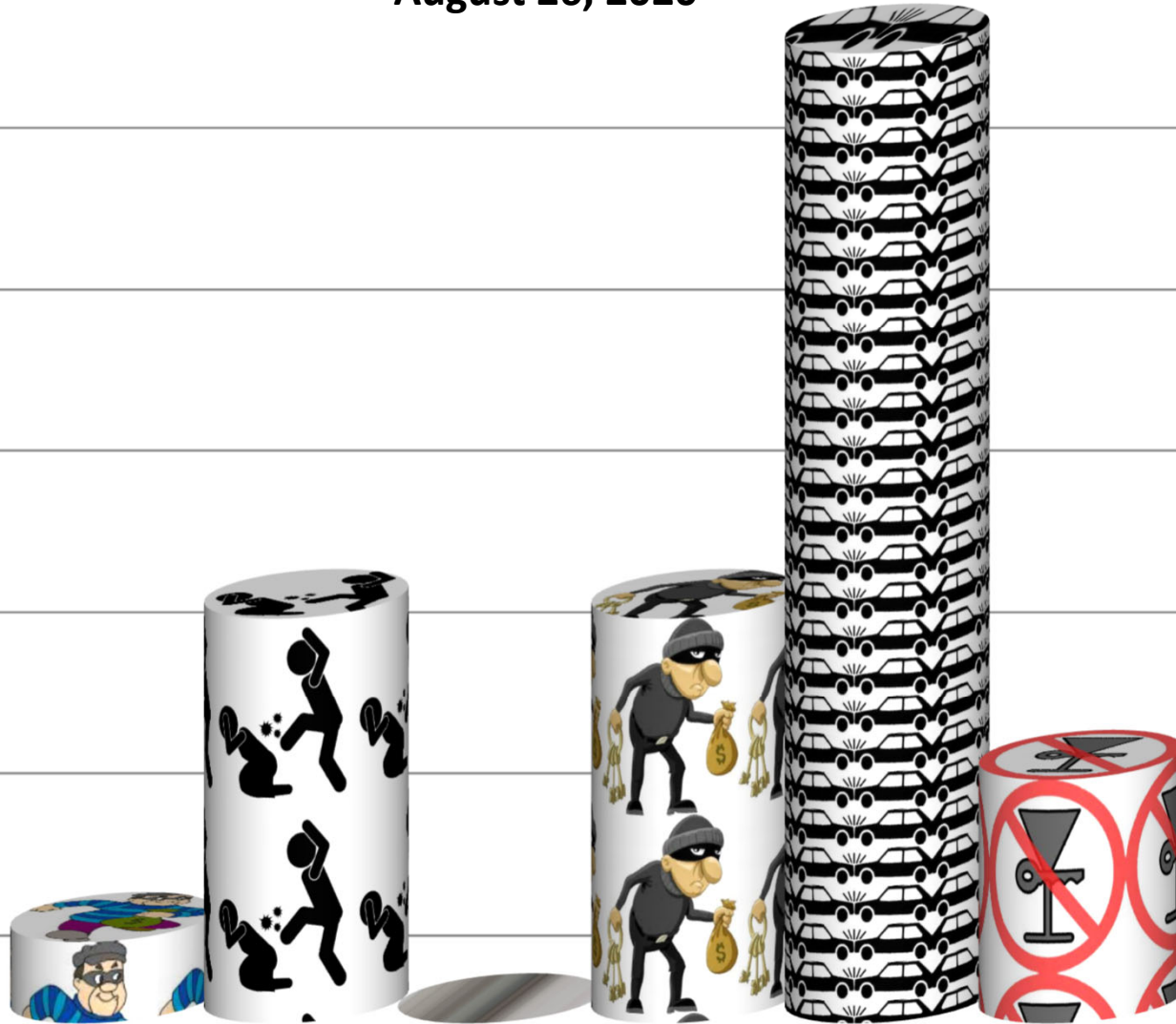
In an effort to better inform Council, employees and the public about current Town activities and issues, the Town Manager issues the Town Manager's Weekly Report with highlights from department activities for the current week. The report is published online and distributed every Friday. If you have comments, questions or suggestions regarding the Town Manager's Weekly Report, please contact Town Manager.

WWTF Lagoon Depths



August 26, 2020

12
10
8
6
4
2
0

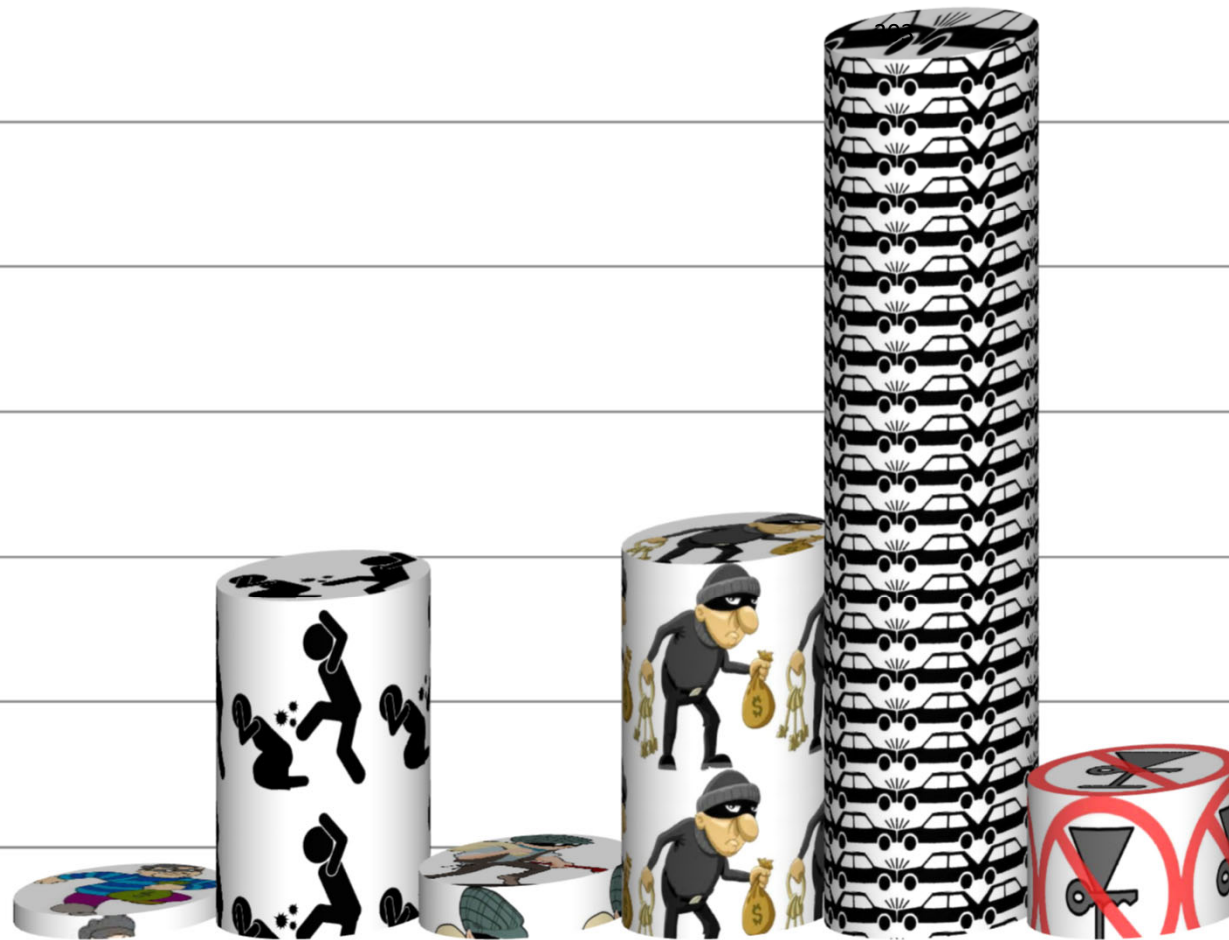


Weekly

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

August 26, 2020

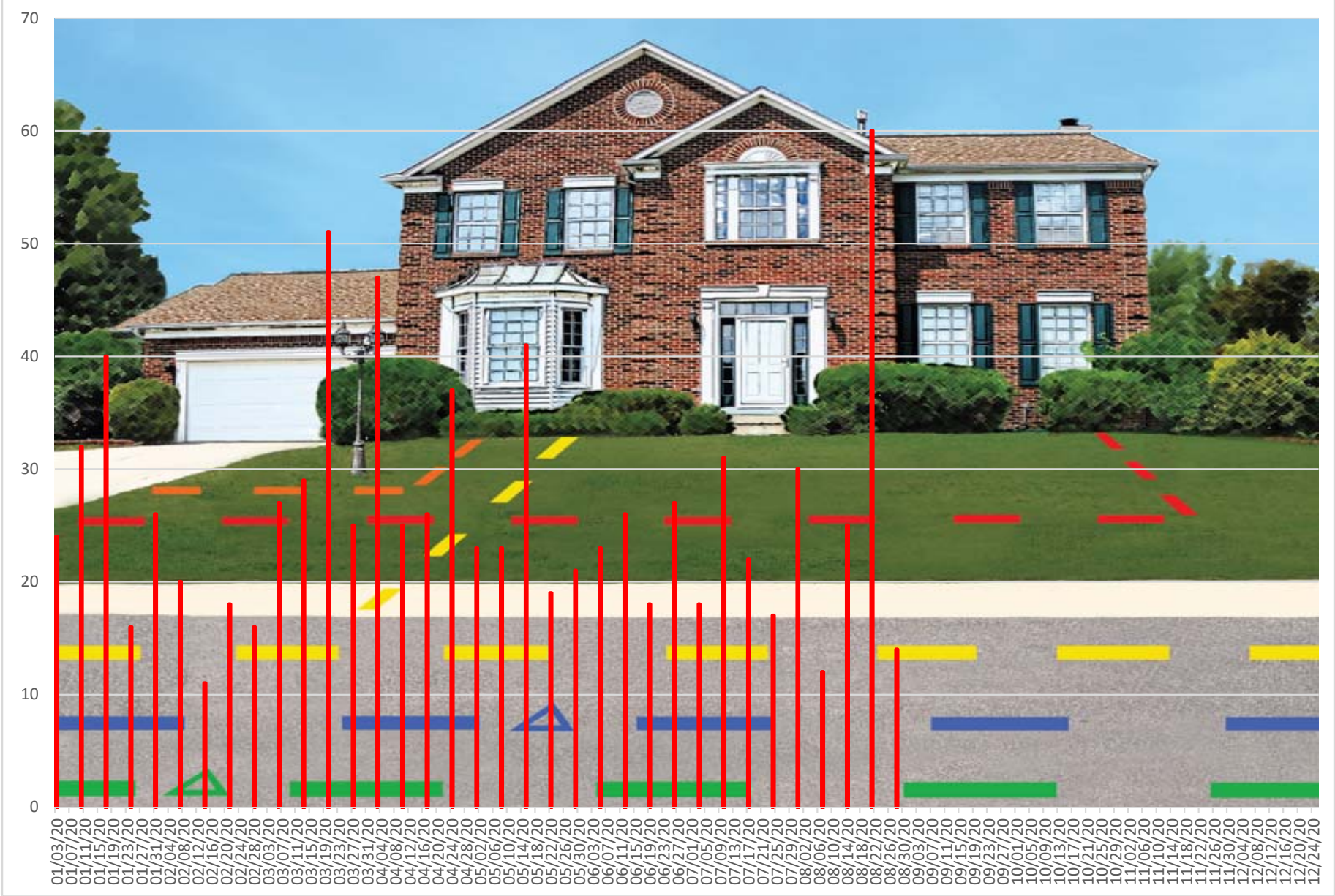
350
300
250
200
150
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Year to Date

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

Miss Utility Locate Tickets





**Respond to the 2020 Census
today to help your community
for the next 10 years.**

It's easy to respond online, by phone, or by mail. When everyone is counted, our communities have the opportunity to get the funding they need for things like health care, education, emergency services, and more.

For more information, visit:

2020CENSUS.GOV

**Llena el Censo del 2020 hoy
y ayuda a tu comunidad
durante los próximos 10 años.**

Responder es fácil y lo puedes hacer por internet, por teléfono o por correo. Cuando todas las personas son contadas, nuestras comunidades tienen la oportunidad de recibir los fondos que necesitan para cosas como servicios de salud, educación, servicios de emergencia y más.

Para más información visita:

2020CENSUS.GOV/es

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your future
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2020**