

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Sussex County Association of Towns:** Wednesday, February 7, 6:00 PM, hosted by Georgetown
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, February 9, 9:00 AM, First State Community Action Agency
- ✓ **Town Council Meeting:** Monday, February 12, 7:00 PM , Regular Meeting, Town Hall

UPDATES FROM DEPARTMENTS

Finance

- As of January 26, the Town has collected:
 - \$1,868,989 (98%) of the 2024 annual property tax billing (\$1,894,982)
 - \$400,844 (38%) of the October utility billing (\$1,053,202)
- Processed Payroll, Accounts Payable, Accounts Receivable
 - Processed 55 payroll records
 - Processed Purchase Orders (73)
 - ✓ Accounts Payable checks generated (53)
 - ✓ Scanned copies of invoices and attached to PO's
 - Miscellaneous Billing Invoices generated (5)
 - Cash Receipt Transactions (908)
- Provided Tax and Utility Information for property settlements and stamped deeds
- Assisted customers with utility bill and parking ticket questions
- Worked on FY 2025 Budget
- Completed December Bank Reconciliations (21)

Police

- Weekly Code Enforcement statistics updated (copy attached)
- Weekly CrimeMapping Reports (copy attached)
- Departmental Press Releases issued as warranted

Construction Coordinator

- No report this week

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Planning

- Easter Seals Vehicle Storage – Category 2 site plan submitted on January 26
- Sussex Sports Solar (108 Murray Lane) – Conditional use renewal application submitted on January 25
- CAD Market Street Apartments – Site plan resubmitted on January 24
- Georgetown Mini Market (106 North Railroad Avenue) – Comments to applicant on January 23
- Georgetown Village Hotel – Comments to applicant on January 24
- 312 West Market Street – Minor subdivision comments to applicant on January 24
- 406 South Bedford Street Condominium – Declaration reviewed and approved to submit for stamp on January 23
- Predevelopment Meetings:
 - 17 North Race Street (Café) – January 24
 - 21761 Zoar Road (Annexation/Comp Plan Map Amendment) – January 24
 - 204 West Market Street (Office/Zoning Amendment) – January 25

Public Works

- Spread salt throughout town on January 19 and 20 (3/4 load each day)
- Water leak – West Adams Street – 4” water main cracked ductile iron pipe, repaired on January 19
- Water leak – South Bedford Street – 4” water main cracked ductile iron pipe, repaired on January 23 (see photo below)
- Loss of heat at 37 The Circle – repaired by B Walls
- Met with representative of the Sussex Conservation District on troubled ditch areas:
 - Pepper Street Extended
 - Calhoun Street
- Water Department met with AMI communication company at both water tower facilities for placement of readers for new water metering system
- All three new hires have been enrolled in basic water operators course at DTCC – course starts January 2024 and ends in May 2024

Wastewater

- Lagoon depths: Large Lagoon is 16.25 feet and Small Lagoon is 5.75 feet
- Repaired the plumbing for the water hydrant at Big Park Pump Station
- Removed the blow-up plug in the manhole on East Market Street and installed a mechanical plug

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- Replaced the seal in pump 1 at Big Park Pump Station
- Investigated a sewer blockage complaint on the 300 block of North Race Street – No blockages were found in the sewer mains and no clean-out was located outside of the property

TOWN MANAGER'S UPDATE

- Addressed resident concerns over parking along Edward Street
- Responded to second resident concerns over vultures/buzzards
- Provided examples of Key Performance Indicators (KPI) for various departments to Envisio (performance management platform)
- Researched funding for police department drones (funded in FY 2023 Mini-Bond Bill)
- Researched and drafted Signing Bonus Memorandum (Gene Dvornick, Chief Holm)
- Virtual call with USDA to review project funding alternatives and requirements (Gene Dvornick, Laura Givens, Olga Holm)
- Participated in webinar with Envisio – demonstration for all departments on functionality (Gene Dvornick, Laura Givens, Chief Holm, Jocelyn Huff, Eric Rust, Yandani Velasquez)
- Addressed questions from new financial director for Georgetown American Legion
- Met with Public Works Superintendent to discuss critical job function and desired characteristics (Gene Dvornick, Bobby Fletcher, Laura Givens)
- Met with representatives of New York Life to discuss supplemental, group term, and AD&D coverage (Gene Dvornick, Laura Givens, Olga Holm)
- Represented Town at Cinder Way and Mulberry Street Traffic Calming Community Outreach (Village of Cinderberry and Cinderberry Estates)
- Met with University of Delaware graduate student and advisor doing research on Homelessness and Pallet Villages
- Coordinated Office of the Governor and Office of State Planning Coordination visit and tour of Springboard Pallet Village
- performance management platform) – scheduled session with all Department Heads concerns from local resident and responded to same
- Coordinated Traffic Calming Community Outreach Meeting – Cinderberry Estates, Village of Cinderberry, Rossi Group, and Town of Georgetown
- Attended Delaware League of Local Governments Dinner Meeting – Speaker was Lt. Governor Bethany Hall Long discussing opportunities and challenges facing our municipalities (Gene Dvornick, Bill West)
- Submitted grant funding request for non-gasoline tools and equipment to Delaware Sustainable Energy Utility
- Responded to several FOIA requests
- Followed up on several code enforcement issues

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Water Leak – South Bedford Street



TOWN MANAGER'S
WEEKLY REPORT



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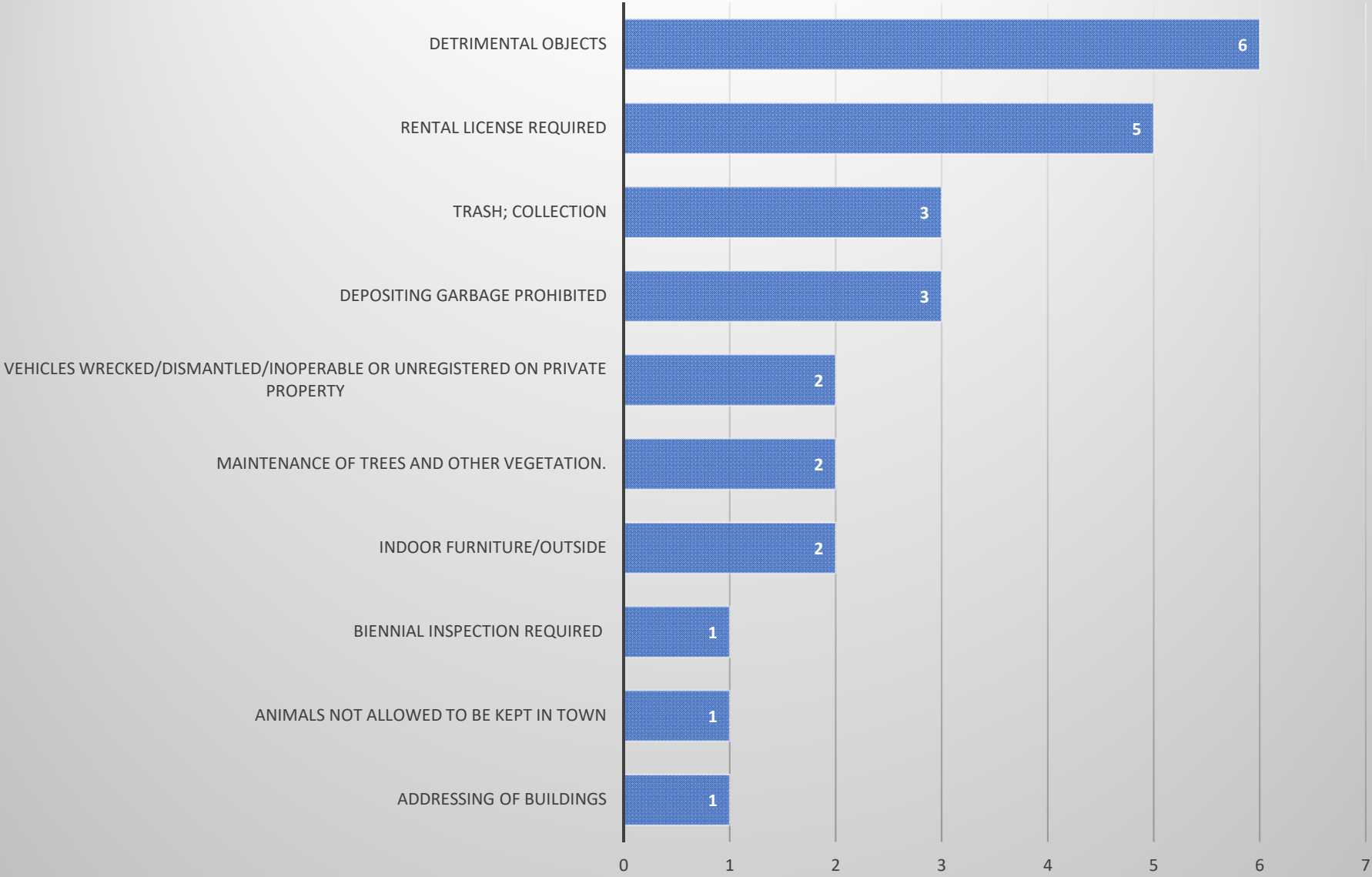


***THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

In an effort to 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. This 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.

Code Violations

January 19, 2024 to January 25, 2019



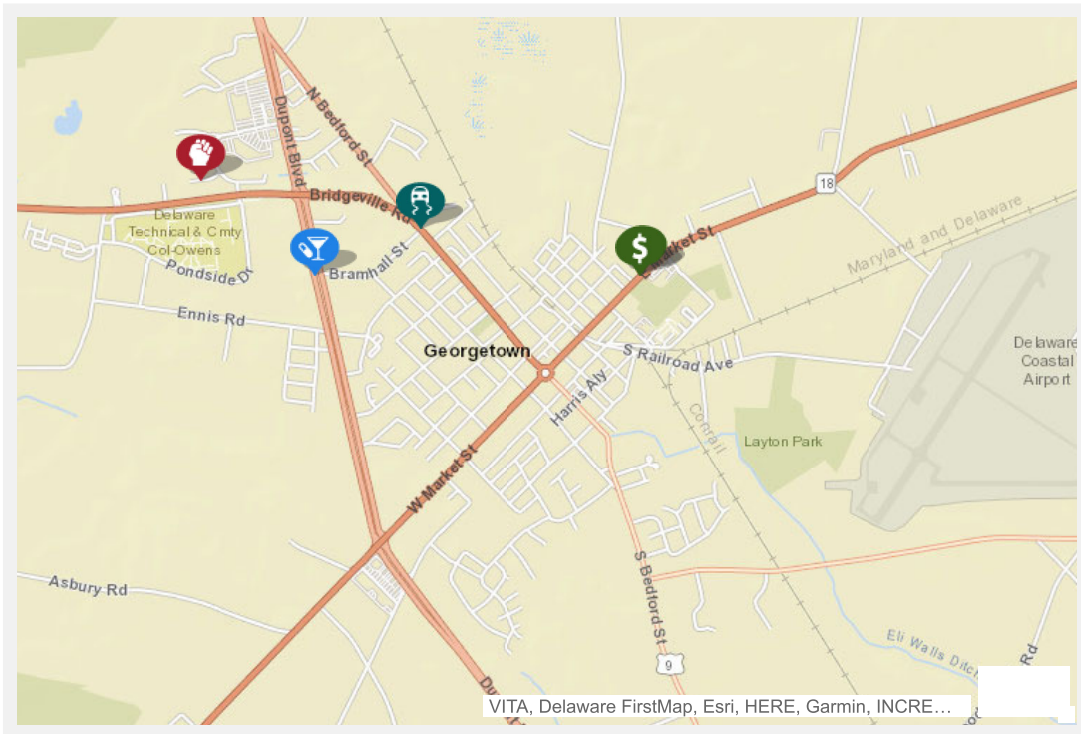
 Print

CrimeMapping.com Map

Friday, January 19, 2024 through Thursday, January 25, 2024

Showing crime types: Arson, Assault, Burglary, Disturbing the Peace, Drugs / Alcohol Violations, DUI, Fraud, Homicide, Motor Vehicle Theft, Robbery, Sex Crimes, Theft / Larceny, Vandalism, Vehicle Break-In / Theft, Weapons






Show crime report Show crime chart



Grab the bottom/right borders to resize the map or the handle in the bottom right corner.

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Crime Report

Type	Description	Incident #	Location	Agency	Date
	LARCENY/FROM BUILDING	8124000533	400 BLOCK NE MARKET ST	Georgetown Police	1/25/2024 2:07 PM
	DISORDERLY CONDUCT/LIQUOR INVOLVEMENT	8124000527	20700 BLOCK DUPONT BLVD	Georgetown Police	1/25/2024 1:20 AM
	OFFENSIVE TOUCHING/OTHER ASSAULTS/NON-AGGRAVATED	8124000513	216500 BLOCK SW BIDEN AVE	Georgetown Police	1/24/2024 2:28 PM
	LARCENY/FROM BUILDING	8124000502	400 BLOCK NE MARKET ST	Georgetown Police	1/24/2024 5:02 AM
	DRIVING UNDER THE INFLUENCE/LIQUOR	8124000422	BEDFORD ST & BRAMHALL ST	Georgetown Police	1/20/2024 9:33 PM

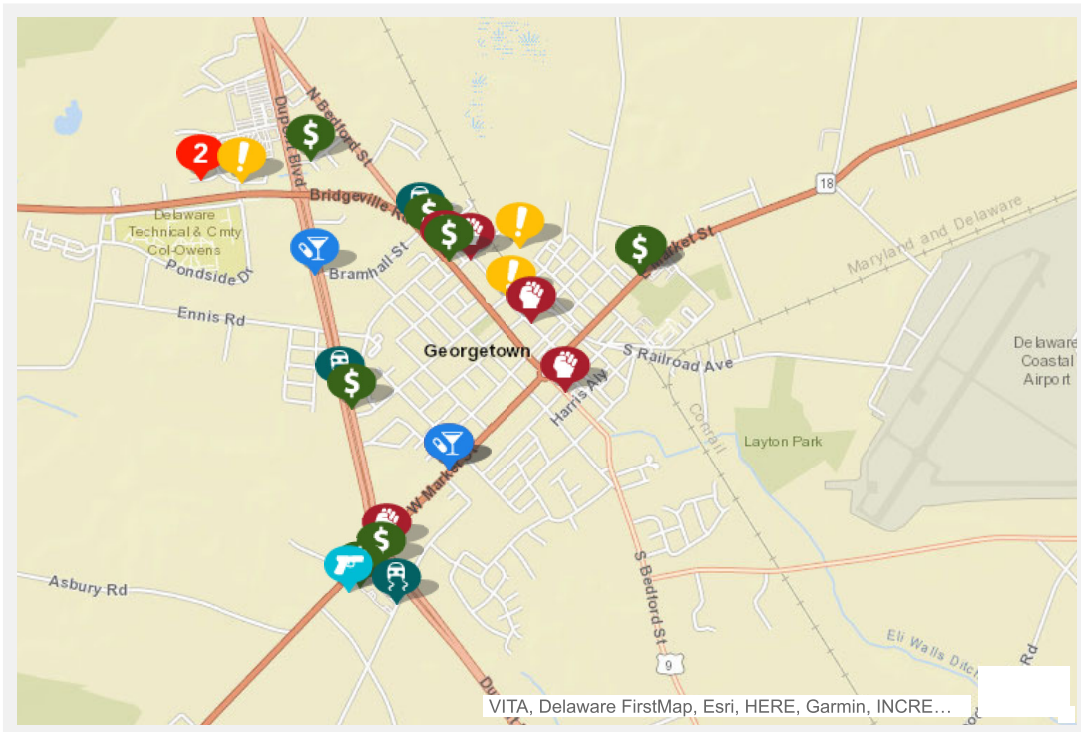
 Print

CrimeMapping.com Map

Monday, January 1, 2024 through Thursday, January 25, 2024

Showing crime types: Arson, Assault, Burglary, Disturbing the Peace, Drugs / Alcohol Violations, DUI, Fraud, Homicide, Motor Vehicle Theft, Robbery, Sex Crimes, Theft / Larceny, Vandalism, Vehicle Break-In / Theft, Weapons

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	OFFENSIVE TOUCHING/OTHER ASSAULTS/NON-AGGRAVATED	8124000513	216500 BLOCK SW BIDEN AVE	Georgetown Police	1/24/2024 2:28 PM
	LARCENY/FROM BUILDING	8124000502	400 BLOCK NE MARKET ST	Georgetown Police	1/24/2024 5:02 AM
	DRIVING UNDER THE INFLUENCE/LIQUOR	8124000422	BEDFORD ST & BRAMHALL ST	Georgetown Police	1/20/2024 9:33 PM
	SIMPLE ASSAULT/NON-FAMILY/OTHER ASSAULTS/NON-AGGRAVATED	8124000336	21600 BLOCK SW BIDEN AVE	Georgetown Police	1/16/2024 3:34 PM
	SIMPLE ASSAULT/NON-FAMILY/OTHER ASSAULTS/NON-AGGRAVATED	8124000224	300 BLOCK NE MARKET ST	Georgetown Police	1/11/2024 3:55 PM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000222	21700 BLOCK ROTH AVE	Georgetown Police	1/11/2024 3:03 PM
	OFFENSIVE TOUCHING/OTHER ASSAULTS/NON-AGGRAVATED	8124000215	100 BLOCK SE RACE ST	Georgetown Police	1/11/2024 9:11 AM
	DRIVING UNDER THE INFLUENCE/LIQUOR		DUPONT N BLVD & EDWARD ST	Delaware State Police	1/10/2024 8:20 PM
	LARCENY/FROM BUILDING	8124000123	500 BLOCK NW BEDFORD ST	Georgetown Police	1/6/2024 9:07 PM
	SIMPLE ASSAULT/NON-FAMILY/OTHER ASSAULTS/NON-AGGRAVATED	8124000122	300 BLOCK RACE ST	Georgetown Police	1/6/2024 5:50 PM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000118	100 BLOCK SE RACE ST	Georgetown Police	1/6/2024 11:05 AM
	OFFENSIVE TOUCHING/OTHER ASSAULTS/NON-AGGRAVATED	8124000105	400 BLOCK SE BEDFORD ST	Georgetown Police	1/5/2024 4:02 PM
	LARCENY/FROM BUILDING	8124000104	400 BLOCK NW BEDFORD ST	Georgetown Police	1/5/2024 2:44 PM
	LARCENY/SHOPLIFTING	8124000099	000 BLOCK GEORGETOWN PLZ	Georgetown Police	1/5/2024 1:00 PM
	CONSUMPTION OF LIQUOR/UNDERAGE	8124000098	300 BLOCK NE MARKET ST	Georgetown Police	1/5/2024 12:19 PM
	DRIVING UNDER THE INFLUENCE		ON OLD LAUREL ROAD 344.73 FEET SOUTH WEST FROM DUPONT BOUL	Delaware State Police	1/4/2024 7:10 PM
	CARRYING PROHIBITED	8124000080	COUNTY SEAT HWY & W. MARKET ST	Georgetown Police	1/4/2024 3:39 PM
	SIMPLE ASSAULT/NON-FAMILY/OTHER ASSAULTS/NON-AGGRAVATED	8124000047	000 BLOCK SE GEORGETOWN PLZ	Georgetown Police	1/2/2024 7:52 PM
	LARCENY/FROM BUILDING	8124000039	000 BLOCK GEORGETOWN PLZ	Georgetown Police	1/2/2024 11:19 AM
	LARCENY/FROM ALL OTHER YARDS	8124000032	GORDY NE ST & GOFF DR	Georgetown Police	1/2/2024 9:30 AM

Type	Description	Incident #	Location	Agency	Date
	INTIMIDATION/RECKLESS ENDANGER/TERRORISTIC THREAT/HARASSMENT/OTHER ASSAULTS/NON-AGGRAVATED	8124000029	100 BLOCK SE BEDFORD ST	Georgetown Police	1/2/2024 8:30 AM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000013	400 BLOCK NW KIMMEY ST	Georgetown Police	1/1/2024 2:28 PM
	LARCENY/FROM BUILDING	8124000012	20900 BLOCK N DUPONT BLVD	Georgetown Police	1/1/2024 1:00 PM

WWTF Lagoon Depths

