

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Monday, February 12, 7:00 PM , Regular Meeting, Town Hall
- ✓ **Planning Commission:** Monday, February 21, 6:00 PM, Public Hearing, Town Hall
 1. Sussex Sports Complex Solar
- ✓ **Delaware League of Local Governments:** Thursday, February 22, 5:30 PM, Dover
- ✓ **Town Council Meeting:** Monday, February 26, 7:00 PM , Regular Meeting, Town Hall

UPDATES FROM DEPARTMENTS

Finance

- As of February 9, the Town has collected:
 - \$1,868,986 (98%) of the 2024 annual property tax billing (\$1,894,982)
 - \$589,371 (56%) of the January utility billing (\$1,053,202)
- Processed Payroll, Accounts Payable, Accounts Receivable
 - Processed 46 payroll records
 - Processed Purchase Orders (54)
 - ✓ Accounts Payable checks generated (42)
 - ✓ Scanned copies of invoices and attached to PO's
 - Miscellaneous Billing Invoices generated (14)
 - ✓ Mailed Delinquent Billing Notices
 - Cash Receipt Transactions (1476)
- 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
- Monthly Key Revenue Items Report – January 2024 copy attached)
- Realty Transfer Tax (January 2024):

	January 2024		January 2023	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$2,770	\$245,711	\$29,798	\$299,204

Police

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

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Construction Coordinator

- No report this week

Planning

- Delmarva Christian/Sussex County lot line adjustment approved on February 5
- Sun Behavioral lot consolidation work order completed on February 5
- The Oaks at Georgetown – Phase 2 final site plan submitted on February 7
- Predevelopment meetings:
 - 4 North Bedford Street (Tenant Fit out) – February 6
 - North Bedford Street (22 acres; RPC Subdivision) – February 8

Public Works

- All mowers serviced, greased, and new blades installed
- Four loads of millings hauled to Pepper Street Extended and Kimmey Street Extended followed by grading
- Automobile lift out of service due to a blown seal – repair by Keen Enterprise scheduled
- Installed mop sink, urinal flush valve, toilet flapper in prisoners bathroom, and new faucet in kitchen area at police station
- Contacted DelDOT Traffic regarding a green light out at East Market Street & South Race Street signal
- Picked up branches and debris along East Market Street from storm drains
- International sweeper getting serviced and wire harness replaced at Barr International
- Removed graffiti on playground equipment in North King Street Park

Wastewater

- Lagoon depths: Large Lagoon is 15.75 feet and Small Lagoon is 7.50 feet
- Replaced 4 diffusers in Bio-lac at Cedar Lane and cleaned several others
- Had start-up of reverse connection to Sussex County – some electrical issues need to be resolved before we can put into use
- Ordered VFD from Lywood Electrical for blowers at Cedar Lane

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TOWN MANAGER'S UPDATE

- Prepared Talking Points for legislator visit to the Springboard Pallet Village
- Provided Artesian Wastewater Resources flow data for the Sussex Tech Pump Station
- Worked with Staff on designs for Town Challenge Coin (Gene Dvornick, Laura Givens, Olga Holm)
- Reviewed Sussex County Marijuana Ordinance and outlined highlights and comments versus our proposed ordinance
- Reviewed Public Works Director job description with HR Staff, drafted job advertisement, and discussed ad placement outlets (Gene Dvornick, Laura Givens, Olga Holm)
- Met with Planning and Code Enforcement Staff to discuss Rental Property Inspections and potential changes to items being inspected (Ed Araujo, Jamie Craddock, Gene Dvornick, Jocelyn Huff, Mike Picarello, Yandani Velasquez)
- Drafted Ordinance 2024-03 – Fire and Carbon Monoxide Alarms – currently in review by the Town Solicitor
- Drafted Ordinance 2024-04 – Outdoor Grills – currently in review by the Town Solicitor
- Followed up with Office of Drinking Water on status of funding requests
- Met with Town Engineer (DBF) to review projects and current statuses
- Webinar with SpyGlass to discuss energy cost analysis cost reduction potentials (Gene Dvornick, Laura Givens, Olga Holm)
- Held bi-monthly Open Door
- Attended Sussex County Association of Towns Dinner Meeting – Legislative Night (Penuel Barrett, Christina Diaz-Malone, Gene Dvornick, Bobby Fletcher, Laura Givens, Tony Neal, Diana Ramirez, Angela Townsend, Bill West)
- Followed up with local property owner regarding paving requirements and request for South Lane and South Alley
- Attended Sussex County Association of Towns Steering Committee – Presentation by Blue Project DE (Gene Dvornick, Tony Neal, Diana Ramirez, Bill West)
- Participated in legislator visit to the Springboard Pallet Village Tour, Open Dialogue, and Homeless Encampment visit (Gene Dvornick, Chief Holm, Tony Neal, Bill West)
- Participated in webinar with Envisio (performance management platform) to review possible reporting on Planning Department Category I projects
- Responded to several FOIA requests
- Followed up on several code enforcement issues



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SHIRLEY CHISHOLM

Shirley Anita Chisholm was an American politician, educator, and author. In 1968, she became the first Black woman elected to the United States Congress, representing New York's 12th congressional district for seven terms.

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FEBRUARY IS
BLACK HISTORY MONTH



TOWN MANAGER'S WEEKLY REPORT



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

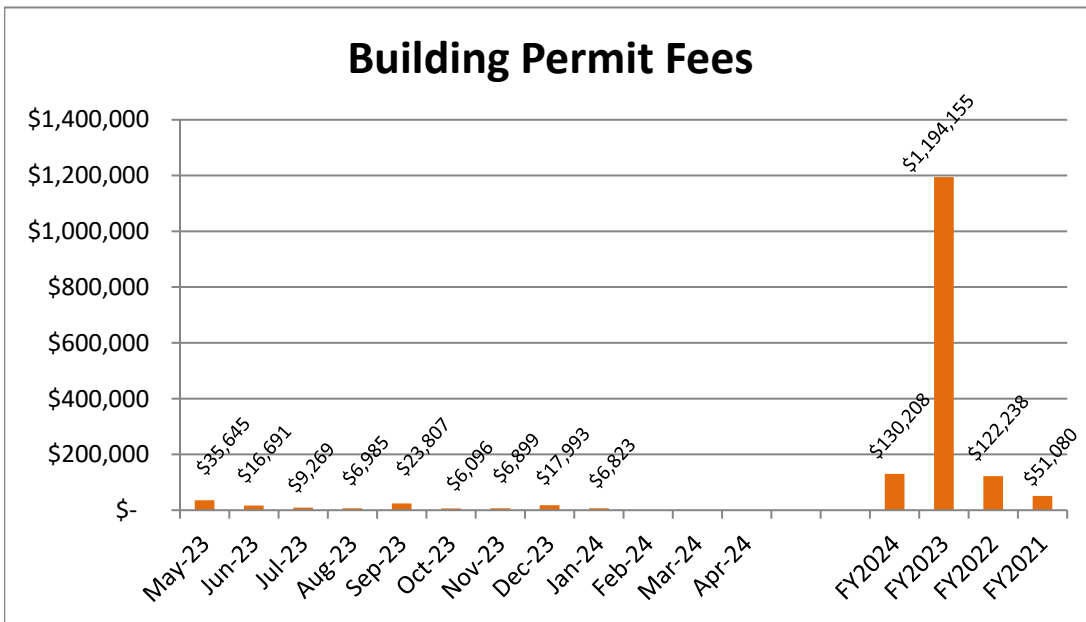
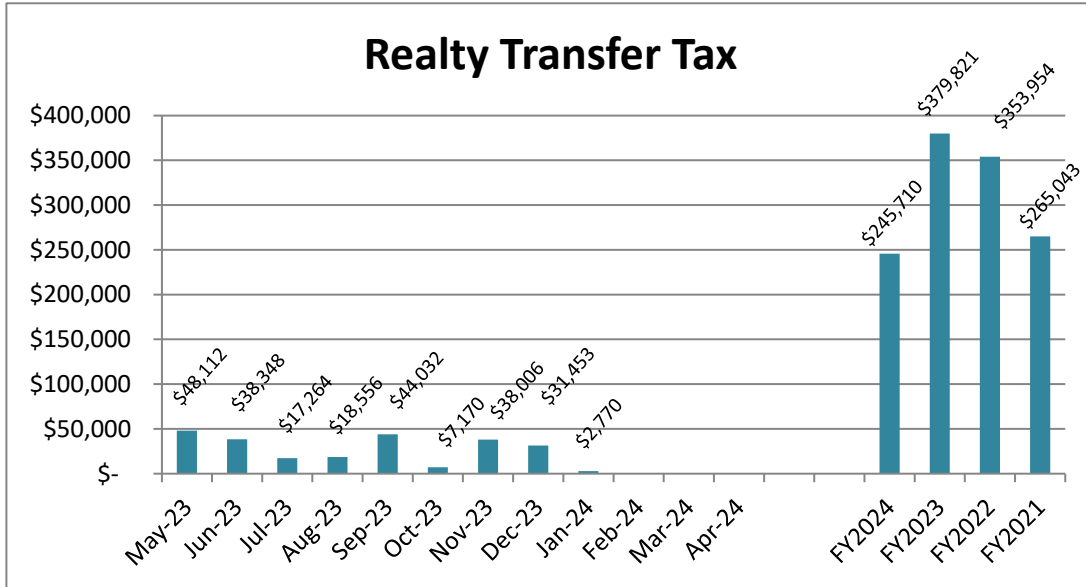
In an effort to inform Council, employees and the public about current Town activities and issues, the Town Manager issues the Town Manager's Weekly Report with highlights from department activities for the current week. This report is published online and distributed every

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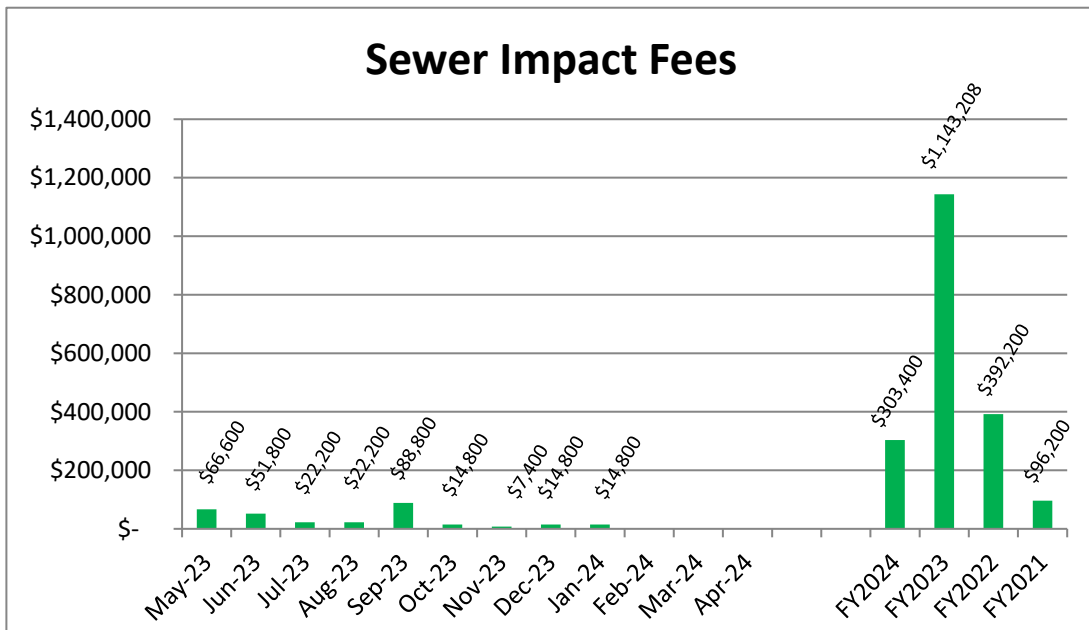
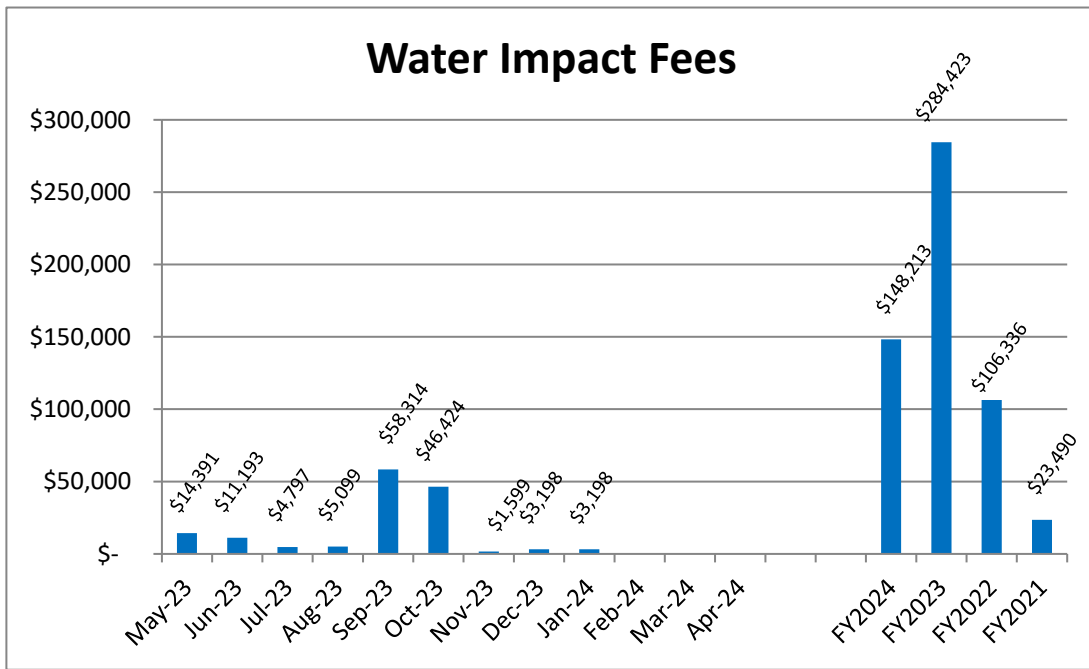


Friday. If you have comments, questions or suggestions regarding the Town Manager's Weekly Report, please contact Town Manager.

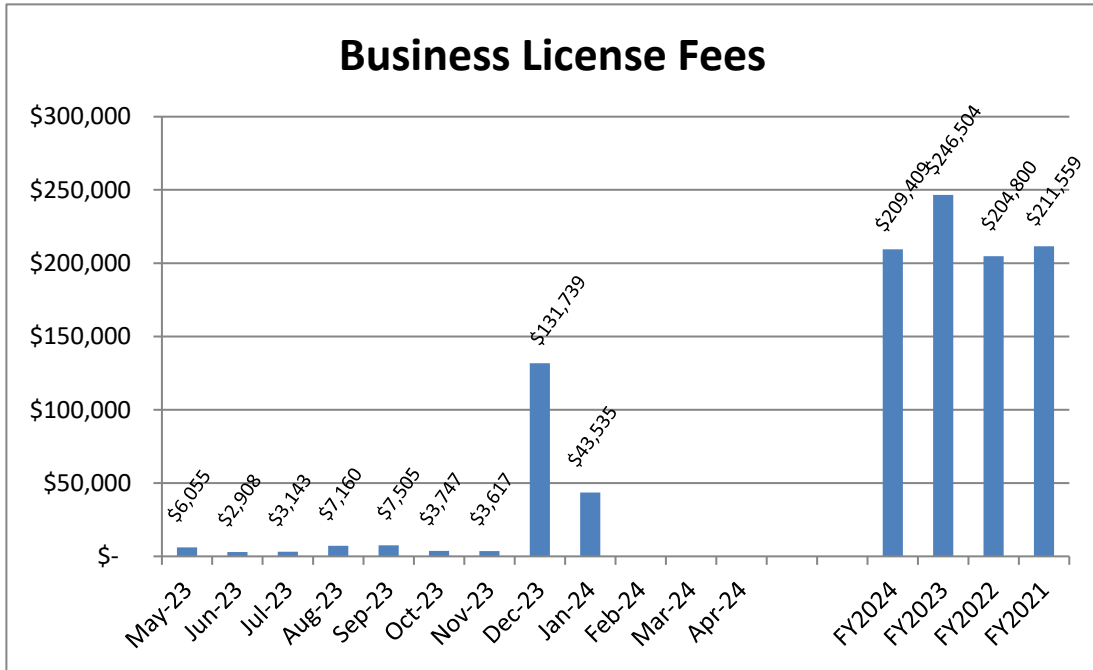
Key Revenue Items



Key Revenue Items

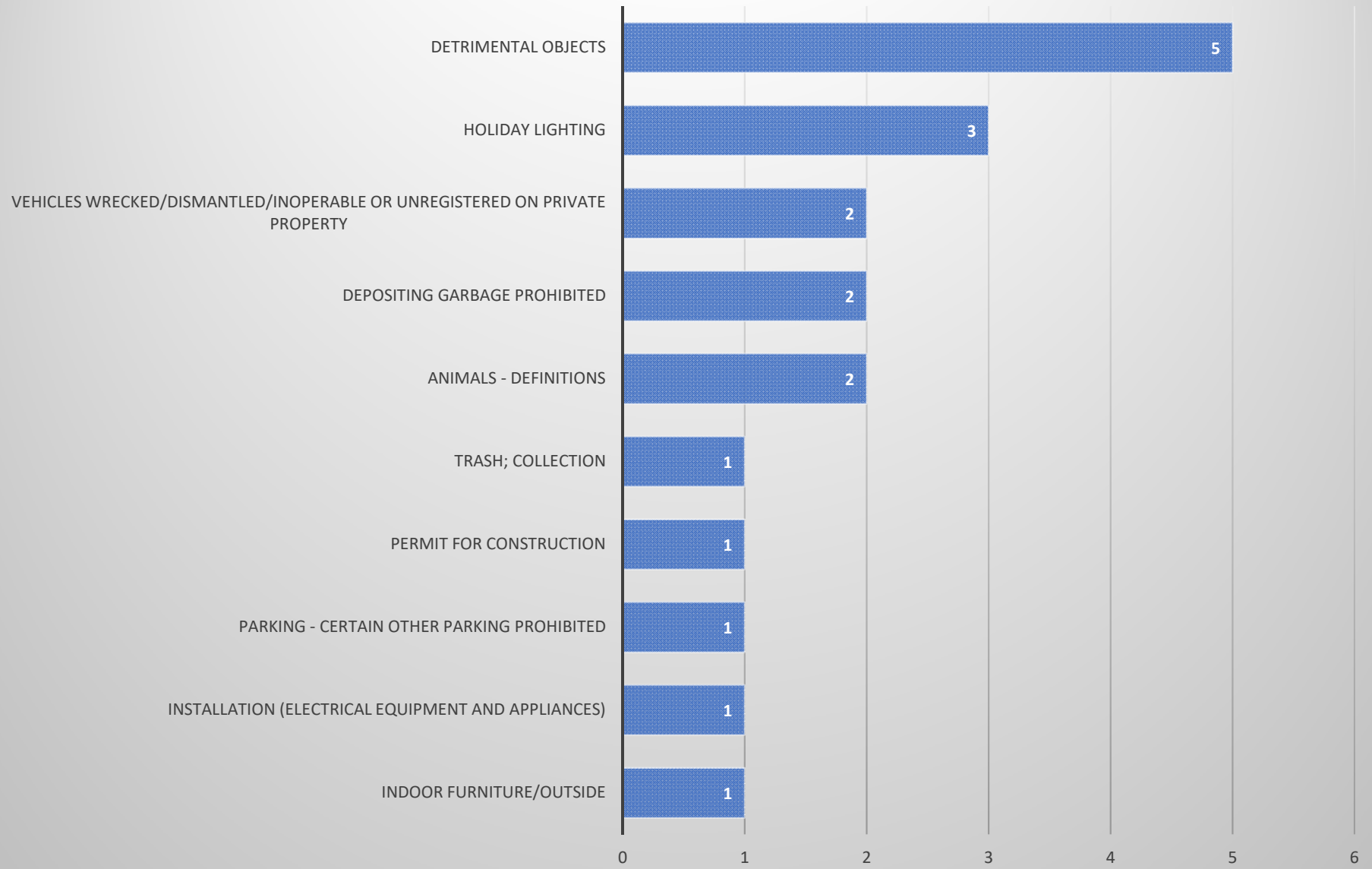


Key Revenue Items



Code Violations

February 2, 2024 to February 8, 2024



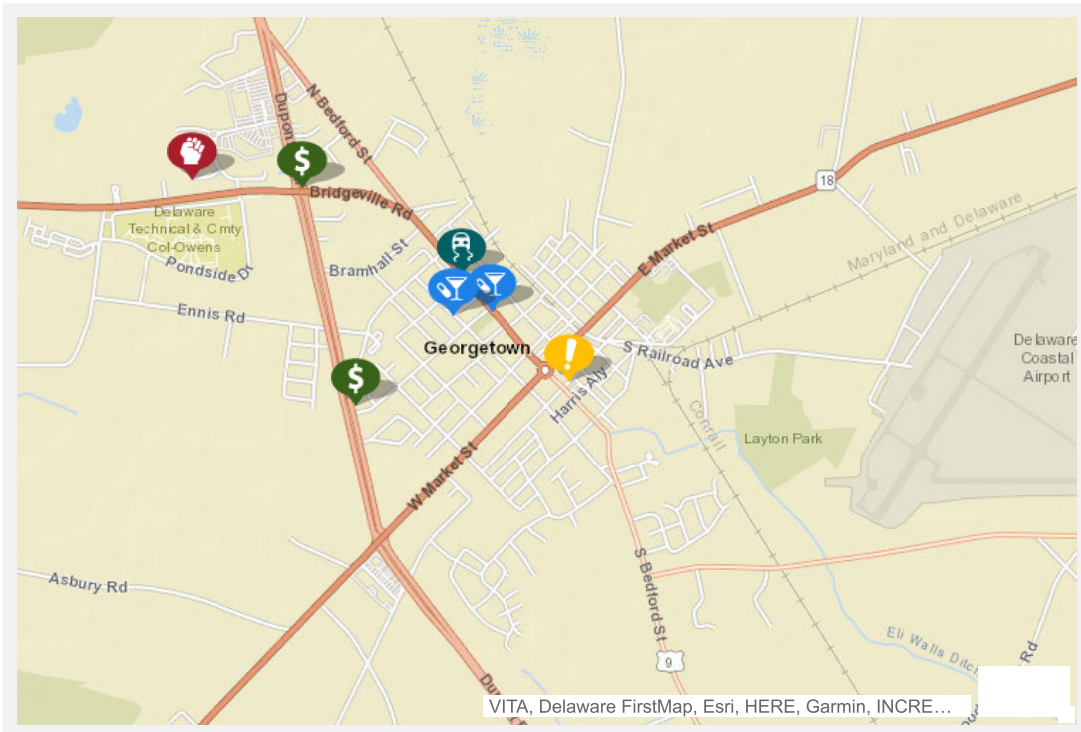
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CrimeMapping.com Map

Friday, February 2, 2024 through Thursday, February 8, 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
	OFFENSIVE TOUCHING/OTHER ASSAULTS/NON-AGGRAVATED	8124000780	21600 BLOCK W BIDEN AVE	Georgetown Police	2/5/2024 4:52 PM
	LARCENY/SHOPLIFTING	8124000773	20500 BLOCK N DUPONT BLVD	Georgetown Police	2/5/2024 10:49 AM
	LARCENY/VEHICLE PARTS/FROM AUTO/ATTACHED	8124000763	20900 BLOCK DUPONT BLVD	Georgetown Police	2/4/2024 11:29 PM
	DRIVING UNDER THE INFLUENCE	8124000721	ON N. BEDFORD STREET SR18 61.76 FEET NORTH WEST FROM ALFRED	Georgetown Police	2/3/2024 4:18 AM
	DISORDERLY CONDUCT/LIQUOR INVOLVEMENT	8124000718	200 BLOCK SE N. BEDFORD ST	Georgetown Police	2/2/2024 7:58 PM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000716	000 BLOCK SW PINE ST	Georgetown Police	2/2/2024 5:45 PM
	DISORDERLY CONDUCT/LIQUOR INVOLVEMENT	8124000702	FRONT SE ST & MARY ST	Georgetown Police	2/2/2024 11:00 AM

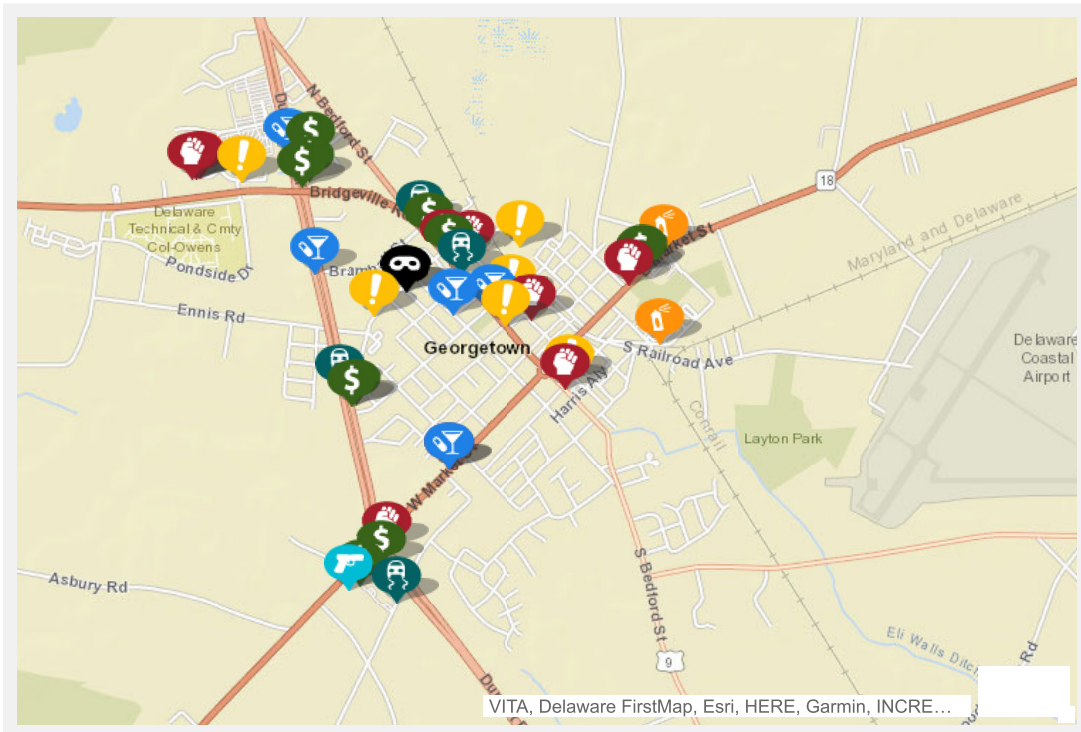
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CrimeMapping.com Map

Monday, January 1, 2024 through Thursday, February 8, 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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	LARCENY/SHOPLIFTING	8124000773	20500 BLOCK N DUPONT BLVD	Georgetown Police	2/5/2024 10:49 AM
	LARCENY/VEHICLE PARTS/FROM AUTO/ATTACHED	8124000763	20900 BLOCK DUPONT BLVD	Georgetown Police	2/4/2024 11:29 PM
	DRIVING UNDER THE INFLUENCE	8124000721	ON N. BEDFORD STREET SR18 61.76 FEET NORTH WEST FROM ALFRED	Georgetown Police	2/3/2024 4:18 AM
	DISORDERLY CONDUCT/LIQUOR INVOLVEMENT	8124000718	200 BLOCK SE N. BEDFORD ST	Georgetown Police	2/2/2024 7:58 PM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000716	000 BLOCK SW PINE ST	Georgetown Police	2/2/2024 5:45 PM
	DISORDERLY CONDUCT/LIQUOR INVOLVEMENT	8124000702	FRONT SE ST & MARY ST	Georgetown Police	2/2/2024 11:00 AM
	LARCENY/FROM BUILDING	8124000647	205400 BLOCK DUPONT BLVD	Georgetown Police	1/31/2024 1:53 AM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000637	100 BLOCK SW NORTH ST	Georgetown Police	1/30/2024 11:00 AM
	DISORDERLY CONDUCT/UNRELATED TO LIQUOR	8124000623	200 BLOCK SE BEDFORD ST	Georgetown Police	1/29/2024 9:23 PM
	DAMAGE/PRIVATE PROPERTY	8124000617	400 BLOCK E INGRAMTOWN RD	Georgetown Police	1/29/2024 3:01 PM
	AGGRAVATED ASSAULT/NON-FAMILY FIREARM	8124000608	400 BLOCK NE E. MARKET ST	Georgetown Police	1/29/2024 12:10 PM
	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
	SIMPLE ASSAULT/NON-FAMILY/OTHER ASSAULTS/NON-AGGRAVATED	8124000394	21600 BLOCK SW BIDEN AVE	Georgetown Police	1/19/2024 1:47 PM
	SIMPLE ASSAULT/NON-FAMILY/OTHER ASSAULTS/NON-AGGRAVATED	8124000336	21600 BLOCK SW BIDEN AVE	Georgetown Police	1/16/2024 3:34 PM
	OFFENSIVE TOUCHING/OTHER ASSAULTS/NON-AGGRAVATED	8124000314	21600 BLOCK SW BIDEN AVE	Georgetown Police	1/15/2024 7:42 PM
	DISORDERLY CONDUCT/LIQUOR INVOLVEMENT	8124000280	20500 BLOCK S DUPONT BLVD	Georgetown Police	1/14/2024 4:45 AM

Type	Description	Incident #	Location	Agency	Date
	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
	DAMAGE/PRIVATE PROPERTY	8124000216	500 BLOCK NE MARKET ST	Georgetown Police	1/11/2024 10:54 AM
	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
		8124000123	500 BLOCK NW BEDFORD ST	Georgetown Police	1/6/2024 9:07 PM
		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
		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
	BURGLARY/NO FORCED ENTRY/RESIDENCE	8124000087	400 BLOCK SE ELIZABETH ST	Georgetown Police	1/5/2024 12:31 AM
	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
	BURGLARY/NO FORCED ENTRY/RESIDENCE	8124000067	400 BLOCK SE ELIZABETH ST	Georgetown Police	1/4/2024 12:27 AM
	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
	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

