

DEPARTMENTAL WEEKLY REPORTS

January 28, 2011

Electric

The new breaker and relay issues reported on last week have been resolved, so the electric system is at full operational ability. The constant switching being done for the safety of the contractor reconductoring along Chapel Street is the only limitation to full circuit switching capabilities during an emergency.

Engineering is designing and pricing a circuit extension at the University Science and Technology Park formerly known as Chrysler. A pole line from South College Avenue about 2500' long to the middle of the site is needed.

IT technicians from the University are upgrading the metering reporting for the monthly electric billing. This should make the arduous task of compiling the records from 21 primary meters used to create the electric bill easier and faster.

A meter representative visited to help repair the display program that nine meters have. They were sent from the factory with the wrong program. The display shows the billing register which is captured on a specific date every month and transmitted to hand held readers. The visual display on the front of the meter should show the up to the minute electric usage and not the captured readings.

The electricians have been testing relays, fixing issues at the water plants, and installing occupancy sensors at City Hall and the line crews are busy on Dallam Road upgrading primary conductors.

Water & Wastewater

On Tuesday of this week we opened bids for Contract 10-07 Christina Creek Sanitary Sewer Crossings. The apparent low bid for the open cut construction method was submitted by Merit Construction. The apparent low bid for the Jack and Bore method was submitted by Eastern States. We will be reviewing the bids and checking references with a goal to have a recommendation to the Council at the first meeting in February.

I have been checking references for the Bellevue Road Lift Station project. A recommendation on that project is also scheduled to be made at the first meeting in February.

Winter weather continues to impact the progress on Well 14 drilling. I expect that the contractor will be mobilizing next week.

Water main breaks have been the order of the week.

I have been working on various projects and equipment purchases in the 2011 Capital Improvement program.

Police

On Saturday, January 22nd, at 5:42 a.m., officers responded to the 200 block of South Chapel Street on a report of a person overdosed on “mushrooms” and acting out of control. Upon arriving at the scene, officers were met outside by a roommate who stated that the suspect was violent. The suspect was observed naked and breaking out windows at the residence. Officers were able to place the suspect under arrest. The suspect was transported to the Newark Emergency room for evaluation. The suspect had knocked over the stove, which caused a gas leak. Delmarva Power responded to the apartment to shut off the gas.

On Monday, January 24th, at 9:16 a.m., the Newark Police Department was alerted by PNC Bank, located at 230 E. Main Street (Newark Shopping Center) that the branch had just been robbed by an unknown suspect threatening to detonate an explosive device. Upon arriving at the scene, officers learned that an unknown suspect had called the bank and demanded that an undisclosed amount of cash be placed outside the bank. The caller indicated that there was an explosive device inside the bank and would be detonated if his demand was not met. Shortly after, the money was left outside and an unknown suspect approached on foot, removed the money and left the area on foot towards East Main Street.

Upon arriving, officers searched the interior and exterior of the bank with assistance of an explosive sniffing canine from the New Castle County Police Department. An explosive device was not found.

Detectives continue to work on the Wheeler homicide investigation and are reviewing hours of video from Wilmington and Newark. Detectives are investigating new information as it is received. The Federal Bureau of Investigation continues to be a tremendous asset in the technological aspects of the investigation.

On January 25th, the Newark Police Department arrested Wesley T. Creek that caused a fatal collision on Papermill Road at Louviers Drive on June 23, 2010. Mr. Creek was arraigned at JP Court #2 and released on \$1,100 unsecured bail.

Planning & Development

Planning

The Planning and Development Department has forwarded a memo through the City Manager to the Mayor and Council regarding the appointment of a reapportionment committee. The committee, once appointed, will review census data issued this spring to make a recommendation back to City Council for any required Council District reapportionment.

At Thursday night's Board of Adjustment meeting, the Board approved a variance for a new instructional access way sign to the Suburban Plaza Shopping Center off Elkton Road.

Work continues this week preparing preliminary materials for the upcoming March 1, 2011 Planning Commission meeting. Agenda items include the following:

- A. An addition of eight dwelling units to the University Garden Apartments subdivision on Beverly Road.
- B. A mixed use 12,100 sq. ft. commercial and 39 apartment unit facility on the north side of E. Delaware Avenue west of the TD Bank property.

Economic Development

Restaurant Week seems to be off to a rousing start with considerable participation by locals and others in the region enjoying fine dining opportunities downtown.

Community Affairs Officer and Assistant Planning and Development Director Maureen Feeney Roser continue meeting with Paragon Designs to discuss the reconstruction of downtown's webpage.

We continue to work on our Greater American Main Street Award submittal.

Results from the Downtown Credit Card Program in its first year of operation (ending December 31st) show that we sold \$33,380 in 1,050 gift cards – all of those monies staying in downtown Newark.

Public Works

Engineering/Planning and Inspection

- Drainage Concern – 230 Cheltenham Road: Met with owner at residence to review possible drainage improvements and sump pump discharge pipe installation. Also met with Parks Superintendent on site to determine if proposed improvements would affect the health of several trees nearby.
- Annual Stormwater Management Facility Inspections: Spent considerable time inspecting 67 stormwater management facilities, completing maintenance reports, and entering/updating data in computer files. Also notified responsible parties for stormwater management maintenance needed at Abbotsford, Studio Green, Regency Square Apartments, Yorkshire Woods, University Courtyard, and 416 Wyoming Road.
- RSMS Road Survey Management: Spent considerable time with Alan Kercher and Mike Sitek going over road survey changes to the system.
- 108 East Main Street: Revised list of incomplete construction improvements for site and reduced amount of escrow at the request of the owner.

Survey Crew

- Began working on Main Street Drawing for tree grate installation for Parks Department.
- Began checking the legal description of Twin Lakes flood area.
- Located and staked rear property corners of house on Holton Place for Parks Department.
- Calculated the building square footage of the George Wilson Center.
- Calculated the square footage of all the buildings at the Municipal Maintenance Yard for Carol Houck.

Field Operations/Streets

- Street crews worked on Christmas tree collection citywide.
- Street crews worked on snow removal/salting during last snowfall.

Parks & Recreation

Administration – Charlie Emerson

I attended a meeting of the Subdivision Advisory Committee to discuss the Campus Edge development project.

On Tuesday I met with the president of the Newark American Little League to discuss sign placement and the status of the fence and backstop replacement project at the Hill Park baseball field.

Carol, Joe and Tyler Jacobson (owner of Switch Skate Shop) met to continue discussion about the concept of constructing Skate Spots at certain park sites. We plan to submit a plan and recommendation for moving forward to the City Manager and for Council's consideration.

I met with parks personnel to give an update on these projects that are in the works:

1. Pomeroy and Newark Rail Trail
2. Curtis Mill/Old Paper Mill Road Park Master Plan
3. Skate Spots
4. Redd Park Trails Project

On Thursday I met with Jennifer Egan, new Coordinator for the White Clay Wild and Scenic River Committee. I provided her with an update on the Curtis Mill/Old Paper Mill Road Park Master Plan and the Pomeroy Trail project.

Also on Thursday Joe and I met with representatives of the American Cancer Society to discuss their Relay For Life fundraising event planned for May at Newark High School. We'll work with them to encourage/promote City employee and family participation.

I spent considerable time gathering information to begin write a grant for the Redd Park Trails project.

I had several discussions with DeIDOT regarding TCE's and PE's for the Pomeroy Trail.

Recreation – Joe Spadafino

Paula worked on renewal paperwork for the Preschool program for state licensing. She also attended the Preschool Open House for perspective parents for the current school year and for next year.

Paula met with her lead soccer instructor for the start of the Soccerroos class. Both classes are filled with 20 children each. The program will run 6 weeks held on Saturday afternoons at West Park School. Paula also took the roster and equipment to the school.

Paula confirmed the use of the University of Delaware outdoor pool for Rittenhouse Camp this summer during each session. She continues to hear back from staff regarding whether they will be returning or not.

Paula updated the standings for the youth basketball and adult volleyball leagues on the City website and local newspaper. She also sent out an email blast to previous participants for upcoming preschool classes, youth sports and fitness classes and adult fitness classes.

Sharon prepared for and attended a Memorial Day Parade Committee meeting. Donation forms have been prepared and applications are now available online. Email and mailed applications will go out by mid-February.

Sharon met with representatives from the Newark Police Department about the Annual Police (Nefosky) Memorial Walk and 5K Run.

Sharon prepared applications for several events and has been updating a mailing list for the Memorial Day Parade donation forms.

Tyler prepared for programs that started this week including pottery, gymnastics, theater classes and swim lessons.

The recreation staff submitted summer camp information to the News Journal for their Summer Camp Guide that will be published in February.

I am working on gathering information on design/build groups that have experience with skate spot projects.

I working on 2011 equipment and supply bids and mailed out portable toilet bids.

Parks & Horticulture – Tom Zaleski

We committed considerable time working on snow and ice removal throughout park system and downtown parking lots.

Parks Director met with field staff to review the Curtis Mill/Old Paper Mill Road Park master plan.

Tom met with contractor and Code Enforcement Supervisor on site at Hill Park and developed a final "punch list" dealing with the ball field backstop/fencing contract.

Maintenance staff completed work orders that included tree and shrub pruning, landscaped bed maintenance and building items.

Tom met with the Public Works Special Projects Coordinator and Electric Director regarding the Main Street Tree pit project.

Rich created a "Sidewalk Snow Removal" list and route plan for two crews using the Kubota units and one crew using the walk behind snow blower unit.

KRS/mp