

DEPARTMENTAL WEEKLY REPORTS

April 5, 2012

Water & Wastewater

The soil borings were completed this week along the White Clay Creek. The findings of this work and the implications for alternative raw water withdraw methods will not be known until the report is completed.

Work on the Cooches Bridge sewage lift station project is progressing rapidly. The contractor has scheduled the start up for Tuesday of next week. There will still be some work remaining after that point in time to complete.

Dukes root control will be starting work this week on the first phase of our root control program. We typically have a smaller project later in the year to pick up any odds and ends that we discover later in the year that cannot wait until the following year.

We have been working on water pipe relining and replacement projects, automatic security gates at our water treatment plants, the installation of a new Lime Conveyor System at the Newark water treatment plant, and preliminary work on the installation of alternative disinfection equipment at the Newark water treatment plant.

The maintenance crew has been busy catching up from flushing activities that occupied the majority of our time last week. If we are not accomplishing work that we have identified, we are busy responding to citizen requests for service or coordinating with the multitude of contractors doing work around the City that impacts our water and wastewater systems.

Police

On Sunday, April 1st, Sergeant Kevin Feeney began attending the Federal Bureau of Investigation National Academy. The FBI National Academy is attended by police executives from around the world. Upon completion of the training, Sergeant Feeney will graduate on June 8, 2012. Sergeant Feeney will join Lieutenant Mark Farrall as the second active Newark Police Officer who has completed the National Academy.

On Tuesday, April 3rd, Corporal Adam Stevens received the "Officer of the Year" award from the Lion's Club. The award is presented at the Lion's Club dinner, held at the Newark Country Club. Officer Stevens was honored for his work throughout 2011, including arresting suspects from a home invasion robbery, and arresting a suspect from a bank robbery that occurred on Main Street.

Corporal Robert Beighley continues to recuperate at home from an on duty injury that occurred last fall. Members of the Police Department are keeping Corporal Beighley and his family in our thoughts and prayers.

Planning has begun for Cinco de Mayo weekend. Additional officers will be working and the Newark Police Department will be coordinating with the University of Delaware Police Department and with Delaware Alcohol and Tobacco Enforcement.

Planning & Development

Planning

On Thursday, Code Enforcement Supervisor Steve Wilson and I met with the developers of Campus Edge to discuss line of sight issues with the wall along Delaware Avenue.

Also on Thursday, Steve and I met with the Lang Development Group to discuss fire lane requirements for 132 Delaware Avenue.

Economic Development

On Friday, Development Supervisor Mike Fortner distributed posters, ballots, and information to merchants who participated in the Register to Win Contest held during the Wine & Dine Downtown event.

On Saturday evening (March 31st) from 4 – 8 p.m. the Wine & Dine Downtown event was held. Eighteen (18) restaurants participated featuring 70 wines. Retail establishments participated in the Register to Win Contest during the event.

On Monday and Tuesday, I attended the National Main Street Conference held in Baltimore, Maryland.

This morning, Mike staffed the DNP Design Committee meeting. Among topics discussed was Newark Day to be held on June 2nd, 12-5 p.m.

Parking

Time was spent this week assisting with the Newark Wine & Dine event – making deliveries to all the restaurants that participated in the event, covering the parking meters with no parking signs in designated areas for vendors and shuttle stops.

Code Enforcement

This week a C/O was issued for the Temple Beth-El on Possum Park Road.

High grass complaints are starting. Violation notices are going out.

Work continues on the 2012 ICC Code series amendments.

Public Works

Engineering/Planning and Inspection

- Contract 11-06 – 2011 Street Improvement Program:
 1. Sam's Construction worked on Bent Lane, Fiske Lane, and Baylor Drive completing the following:
 - a. (2) valve box adjustments.
 - b. (2) catch basin repairs and flow channel pours.
 - c. (3) sanitary sewer manhole adjustments and bonnet pours.
 2. Greggo & Ferrara worked on Bent Lane, Briar Lane, Baylor Drive, and Fiske Lane completing the following:
 - a. 25.9 c.y. of excavation in patching areas.
 - b. 57.04 tons of hot mix in patching areas.
 - c. 20,413 s.y./in. of milling of existing street pavement.
 - d. 477.68 tons of base hot mix placement.
 - e. 660.85 tons of top hot mix placement.
- Met with Kristen Travers at the Delaware Nature Society to discuss the Stream Adoption Program and update the chemical test kits.
- Worked with the University of Delaware to edit a stormwater brochure targeted for the utility bills in May. Also performed a test run of the paper with the Customer Service Supervisor to make sure it wouldn't jam the machine.
- Worked on a map showing the Elkton Road storm drainage area for the Assistant Engineer. A large scale map was printed on the plotter.
- Obtained a new FEMA floodplain shapefile from the University of Delaware WRA. Used this information to produce a map of a portion of the Villages at Twin Lakes development project.
- Worked on editing a text file of addresses for residents at The Hunt at Louviers for future grant outreach efforts.
- Continued working on gathering information and putting together the 2011 NPDES Annual Report for DNREC.
- Annual Stormwater Management Inspections:
 1. Inspected 6 stormwater management facilities.
 2. Met with Downes Elementary School representative to go over maintenance issues with sand filters.
 3. Met with owner of The Pond to go over maintenance responsibilities for stormwater management facility.
- Contract 11-02 – 2011 ADA Handicap Ramp Installation Program: Contractor worked on punchlist items for contract.

Survey Crew

- Continued getting elevation shots for a topographic survey at Iron Glen yardwaste facility.

Field Operations/Streets

- Street crew continued with the third week of spring leaf collection.

- Concrete crew excavated, formed and poured 41 l.f. of integral curb at 69 Hidden Valley Drive.
- Hot mix crew excavated and applied 200 s.f. of hot mix at 69 Hidden Valley Drive.
- Saw cut various locations for future hot mix and concrete repairs.
- Delivered yard waste cans for Refuse Department.

Parks & Recreation

Administration/Planning

Parks Superintendent conducted park inspections, reviewed sites where bamboo was removed by contractor and found all work was completed, gathered quotes for "Anti Idling" signs for CAC as well as getting quote for removal of river birch in atrium area at City Hall.

Attended public workshop on Skate Spots as an additional representative of the City staff along with Parks Director, Recreation Superintendent, and Skate Spots committee.

Continued assisting Water Department on plant selection and planting locations/quantities for new water crossing site along the Christina.

Parks Superintendent completed updating the City's reforestation plan for upcoming years, and sat in on conference call wrapping up the 2012 DRPS conference and started planning for the 2013 conference.

Parks Supervisor continued daily scheduling of field staff, and attended meeting with Parks Superintendent, Recreation Superintendent, and Wilson Center Coordinator concerning purchase and installation of new lift unit for pool site. Lift must be on site to meet ADA regulations.

Parks/Horticulture

Parks staff continued working on ball field and Rittenhouse Day Camp lists for start of season, removed one section of downed locust off fence line behind house on New London Road (no damage was incurred), and completed/started work orders at Ridgewood Glenn (adding woodcarpet to play unit in spots), Phillips Park (rut repair), removed trash/debris/wood from section along Pomeroy Trail aside the Olan Thomas storage building pulled out and piled by volunteers, and completed biweekly PM check at the Wilson Center (checked/cleaned all grease traps, did walk thru inspection of building).

Parks staff switched over all mowing units from snow to mowing operations as well as bringing down both bat wing units and going over them.

Horticulture staff continued mowing selected sites throughout park system, completed clean up of turf area around City Hall, removed brick edging/footers/tree in tree pits to be worked on in next phase of Main Street Tree Pit program, and started weed control operations throughout park system.

Recreation Services

The recreation staff completed the data entry forms for the summer programs for Maximum Solutions and is working on statistics of the winter/spring programs that have been completed.

Paula is reviewing the personnel and children's files for the Downes After Care program in preparation for the upcoming Office of Child Care Licensing inspection scheduled for April 2nd.

Paula is working with our intern, Theresa Mitchell, on creating schedules for the adult softball league and 4 summer volleyball leagues.

Tyler attended the Honeywell Project kickoff meeting regarding upcoming work on energy efficiency improvements.

Tyler, Sharon and Tom participated in a conference call as part of the Delaware Recreation and Parks Society Conference Committee.

The Stage Performance Theater program held its performance of Hairum Scarum on Friday, March 30 at George Wilson Center with approximately 30 people attending.

The community events staff, and the Parks & Recreation Intern Theresa Mitchell, prepared for and conducted the 2012 Egg Hunt at White Clay Creek State Park with approximately 500 participants. Some of the prizes for the hunt were donated by local businesses. Volunteers for the event came from the Newark Lions Club, Newark Jaycees, and some local high and middle schools. Thanks to White Clay Creek State Park for their hospitality and to the UD softball and volleyball teams for stuffing the eggs.

The community events staff is working with DeIDOT to prepare for the 2012 events traffic plan.

Joe and Tyler met with the parks staff about the installation process of new handicapped pool lift that meets ADA requirements.

We conducted the Newark Skate Spots public meeting on Thursday, it was well attended and we received good feedback from the residents about the project. Feedback cards are available for individuals to complete and return to us with their comments.

I spent a considerable amount of time gathering information and developing the displays for the Skate Spots meeting.

Electric

The line crews continued working on South College Avenue changing out poles and hardware for new 34 and 12kV circuitry. The line crews also completed work on new services for 136 Elkton Road (former Eagle Diner) and Rittenhouse Station (next to City Hall) and the meter technician wired up the three phase house meters for both projects.

The electricians continued preparing West Main substation for the tie in to the SCADA system. They are currently pulling in the DC circuits necessary for the eventual relay change from mechanical to microprocessor based needed for communications.

Engineering compiled the University's monthly loads for billing purposes and is working on the monthly loading from all the substation circuits. Engineering also attended a seminar in Dover to keep abreast of developments in LED roadway lighting.

CSH/mp