

# Harrington Police Department

Monthly Report to  
Mayor & City Council

**“Making a Difference”**

Norman R. Barlow - Chief of Police	Byron Stubbs – PFC/ SRO
Ruth K. Peterman – Police Resource Manager	Richard Baker – Corporal
Keith B. Shyers – Deputy Chief	Dustin Fraley – Patrolman
E. Kenneth Brode – Lieutenant	Shawn Jacobs – Patrolman
Adam S. Gillespie – Sergeant	Lori Williams – Administrative Assistant
Joseph M. Perna – Sergeant	Pastor Guy Simpson – Chaplain
Sean A. Hudson – Corporal	Pastor Ken Figs – Chaplain
Bradford E. Reed – Corporal	

January 1<sup>st</sup> – 31<sup>st</sup> 2015

Respectfully Submitted:

Norman R. Barlow  
Chief of Police

### January 2015 meetings and activities;

- 1/5 City Council Meeting
- 1/20 City Council Meeting
- 1/28 Met with Dr. Conway, Superintendent of Lake Forest (school safety)
- 1/29 Met with Terry and Dean about our budget
- 1/31 Assisted Greenwood P.D. with their applicant process

### HPD updates and happenings.

We are currently working on our accreditation and hope to have it completed sometime this year.

We are in the process of installing a sound system in the park. This should be completed by spring when we plan to host our next movie night.

Our annual awards night will be held on Thursday March 12<sup>th</sup>. We have attached an invitation.

# Harrington Police Department

FY15

SEU Amount Written	FICA Amount Paid	SEU Hours Worked	SEU Amount Paid	Number of Tickets Written	VAC Funds Rec.	Other Fins Received	Combined Totals	Other Moneys Received			
July	\$26,512.50		\$696.02	257	\$9,098.36		423	\$29,285.95	\$2,239.20	\$31,525.15	\$2,275.00
August	\$28,401.00		\$815.48	299	\$10,659.91		457	\$36,329.93	\$1,498.00	\$37,827.93	\$4,450.00
September	\$19,037.25		\$545.15	201	\$7,126.20		313	\$30,249.49	\$550.75	\$30,800.24	\$26,079.14
October	\$19,495.50		\$538.52	198	\$7,039.44		321	\$27,359.79	\$1,652.50	\$29,012.29	\$57,341.00
November	\$19,157.75		\$597.66	218	\$7,812.61		326	\$22,468.72	\$818.80	\$23,287.52	\$10,523.43
December	\$19,553.25		\$508.73	186	\$6,650.12		272	\$16,196.11	\$1,229.20	\$17,425.31	\$15,640.00
January	\$25,722.25		\$772.27	284	\$10,095.04		464	\$20,272.75	\$1,103.00	\$21,375.75	\$20,890.25
February											
March											
April											
May											
June											
<b>TOTALS</b>	<b>\$157,879.50</b>		<b>\$4,473.83</b>	<b>1643</b>	<b>\$58,481.68</b>		<b>2576</b>	<b>\$182,162.74</b>	<b>\$9,091.45</b>	<b>\$191,254.19</b>	<b>\$137,198.82</b>

Breakdown of Other Moneys Received  
Jan-15

\$19,640.25 SLEAF  
 \$1,000.00 Memorial Donation - Don's Linton  
 \$250.00 Reports  
 \$20,890.25

# Harrington Police Department Patrol Stats      FY15

	Complaints Received	Criminal Arrest	On Duty Traffic Arrest	Traffic Warnings	DUI Arrest	Local Fugitives
July, 2014	261	95	538	112	6	26
August, 2014	294	119	318	102	3	20
September, 2014	233	77	339	93	4	46
October, 2014	232	37	240	99	4	7
November, 2014	272	40	258	68	5	12
December, 2014	269	32	246	97	6	10
January, 2015	317	72	352	104	6	31
February, 2015						
March, 2015						
April, 2015						
May, 2015						
June, 2015						
<b>TOTALS</b>	<b>1878</b>	<b>472</b>	<b>2291</b>	<b>675</b>	<b>34</b>	<b>152</b>

News Releases  
January 2015

On 1-2-15 the Harrington Police Department arrested Kenneth Dear Jr. 25, of the first block of West Liberty St. in Harrington after officers stopped him because he was wanted. While on patrol on Dorman St. officers observed Mr. Dear walking and the officer, who was familiar with Mr. Dear conducted a computer check and determined that Mr. Dear was wanted out of several local courts on capias for failure to appear for trial and failure to pay on fines. Officers contacted Mr. Dear, who was extremely intoxicated and took him into custody. He was transported to the Harrington Police Department for processing. He was issued Criminal Summons for Public Intoxication and Drunk on a Highway. He was arraigned at Justice of the Peace Court 3 for the capias and was committed to the Sussex Correctional Institute in default of \$1,210 cash bond and \$500 secured bond.

On 1-4-15 the Harrington Police Department arrested Paul D. Reedy 41, of the 2100 Block of Rodney Park Dr. in Milford for DUI and related charges. While on patrol on Commerce St. police stopped a vehicle for a traffic violation. Officers then contacted Mr. Reedy, who was operating the vehicle and police smelled a strong odor of alcohol coming from the vehicle. Officers then administered standard field sobriety tests to Mr. Reedy and after completing the tests he was taken into custody. A computer check also revealed that Mr. Reedy's license was also currently revoked. Mr. Reedy was transported to the Harrington Police Department for processing. He was charged with Driving under the Influence of Alcohol and driving with a suspended or revoked license. He was issued traffic citations and released pending a future court appearance.

On 1-2-15 the Harrington Police Department arrested Linda M. Nicholson 48, of the first block of Cozy Woods Circle in Harrington for shoplifting. While on patrol officers responded to the Dollar General in the Midway Shopping Center for a report of a shoplifting. When officers arrived they contacted Ms. Nicholson who was being detained by store employees. Officers determined that while inside the store Ms. Nicholson placed items inside her purse and attempted to leave the store without paying until she was caught by employees. Ms. Nicholson was taken into custody and transported to the Harrington Police Department. She was issued a Criminal Summons for Shoplifting under \$1,500 and was released pending a future court appearance.

On 1-4-15 the Harrington Police Department arrested Christa L. Hamner 22 and Robert Wix 25, both of the 100 Block of West Liberty St. in Harrington for Shoplifting and Conspiracy. While on patrol officers were called to the Dollar General located in the Midway Shopping Center for a report of a shoplifting. When police arrived they contacted store employees who reported to police that a man and woman entered into the store and removed items from the store and left without paying. Employees were able to obtain a registration number of the vehicle the suspects fled in. After obtaining the registration number police responded to the Ms. Hamner's and Mr. Wix's residence and took them into custody. Both were transported to the Harrington Police Department for processing. Both were issued Criminal Summons for Shoplifting under \$1,500 and Conspiracy Third Degree.

On January 5, 2015 the Harrington Police Department arrested Lisa M. Kellam 44, of the first block of Arkansas Dr. in Harrington for two counts of Identity Theft. In October 2014 the Harrington Police Department was contacted by the victim who reported to police that an unknown suspect attempted to obtain two credit cards using the victim's information. Detectives from the Harrington Police Department conducted an investigation and during the course of the investigation determined that

when the victim conducted a credit check on herself and the address the suspect listed on the credit card applications was Arkansas Dr. in Harrington. Detectives were able to contact the credit card companies and obtain a telephone number that was listed on the application and after conducting a computer check on the phone number police were able to identify Ms. Kellam as the suspect. Police also determined that Ms. Kellam obtained the victim's information from Ms. Kellam's previous place of employment. Police obtained a warrant for Ms. Kellam and on 1-5-15 she turned herself into the Harrington Police Department for processing. She was charged with two counts of Identity Theft. She was processed and arraigned via video phone at Justice of the Peace Court 2 and was released on \$8,000 unsecured bond.

On 1-7-15 the Harrington Police Department arrested Timothy M. Brown 23, of the first block of North St. in Harrington for burglary and related charges. While on patrol at 4:33 pm officers responded to an apartment building located in the first block of North St. in Harrington for a report of a burglary in progress. Police arrived on scene and contacted a witness and victim and confirmed that the witness confronted the suspect as he was leaving the apartment and the suspect then fled on foot. The witness identified the suspect as Mr. Brown. The witness was familiar with Mr. Brown because Mr. Brown used to reside in the apartment building was recently removed from the property and prohibited from being on the property. The witness provided a description of Mr. Brown and police searched the area. Mr. Brown was located on Center St. in the area of Second Ave. and taken into custody without incident. While searching Mr. Brown police located stolen property belonging to the victim that was taken during the burglary. Also while searching Mr. Brown, police located drug paraphernalia. The stolen property was returned to the victim and Mr. Brown was transported to the Harrington Police Department for processing. A computer check Mr. Brown was also wanted by Kent County Superior Court. Mr. Brown was charged with Burglary Second Degree, Two Counts of Theft under \$1,500 and Possession of Drug Paraphernalia. He was arraigned at Justice of the Peace Court 2 and was committed to the Sussex Correctional Institute in default of \$5,000 cash only bail and \$4,600 secured bail.

On 1-8-15 the Harrington Police Department arrested Laurie McClanen 53, of the first block of North St. in Harrington for drug charges. Officers and detectives from the Harrington Police Department went to Ms. McClanen's residence to execute a search warrant in an attempt to locate stolen property from recent burglaries in Harrington. Ms. McClanen's son Timothy Brown was arrested by Harrington Police on 1-7-15 for Burglary and related charges. While executing the search warrant police located .135 grams of Heroin, 22 Opium pills and drug paraphernalia. Ms. McClanen was present during the search warrant and was taken into custody without incident. She was transported to the Harrington Police Department for processing. She was charged with two counts of Possession of a Controlled substance with an aggravating factor and two counts of Possession of Drug Paraphernalia. She was arraigned via video phone at Justice of the Peace Court 2 and was released on \$1,900 unsecured bond.

On 1-8-15 the Harrington Police Department arrested Steven R. Huey 35, 100 of the Block of Dorman St. for an outstanding warrant he had out of the Harrington Police Department. On 12-27-14 Harrington Police responded to Mr. Huey's residence for a report of a possible suicidal subject making threatening statements. When officers arrived they contacted Mr. Huey who was uncooperative with officers. Officers attempted to handcuff Mr. Huey and after a short struggle he was placed in handcuffs. During the course of the investigation police determined that Mr. Huey had taken the victim's vehicle earlier in the day without the victim's permission and later returned it. Police also determined that Mr. Huey was making suicidal thoughts so officers transported him to a local hospital for a mental evaluation. After arriving at the hospital officers located a cigarette box that Mr. Huey attempted to hide inside the vehicle and inside the cigarette box police located drug paraphernalia. Mr. Huey was later transferred

to a Psychiatric Facility for treatment. Police obtained warrants for Mr. Huey for the charges from the original incident officers responded to. After being released Mr. Huey turned himself into the Harrington Police Department to face charges. Mr. Huey was charged with Tampering with Physical Evidence, Unauthorized use of a Motor Vehicle, Resisting Arrest and Possession of Drug Paraphernalia. He was processed and arraigned at Justice of the Peace Court 2 and was released on \$4,000 unsecured bond.

An elderly Harrington woman was charged by Harrington Police after she fled from a property damage accident on New Year's Eve. While on patrol on New Year's Eve officers responded to the 1500 Block of Madison Ave. for a report of a hit and run accident. When officers arrived they located a parked car that sustained heavy rear end damage. Police also determined that the vehicle that struck the parked car fled the scene. Police searched the area but were unable to locate the suspect vehicle. The following day police were contacted by the owner of the vehicle that was struck, stating she located the vehicle that fled at a residence in the 1300 Block of Madison Ave. Police responded to that location and located the suspect vehicle and observed front end damage to the vehicle. Police then contacted Janice M. Wheatley 74, of the 1300 Block of Madison Ave. and police determined Ms. Wheatley was the operator of the vehicle that was involved in the accident. After concluding the investigation Police obtained warrants for Ms. Wheatley who later turned herself into the Harrington Police Department. She was processed and charged with Careless Driving, Leaving the Scene of a Property Damage Accident and Failure to Provide Information at a Property Damage Accident. She was arraigned via video phone at Justice of the Peace Court 2 and was released on her own recognizance pending a future court appearance.

On 1-10-15 the Harrington Police Department arrested Shakyra C. Wisner 23, of the first Block of Bently Ct. in Dover for Driving under the influence of Drugs and related charges. While on patrol at 10:53 pm police stopped a vehicle on South DuPont Hwy. in the area of Gordon St. for a traffic violation. Officers then contacted Ms. Wisner, who was operating the vehicle and officers immediately smelled and odor of Marijuana coming from the vehicle. Officers also discovered a three year old child passenger in the back seat of the vehicle. During the course of the traffic stop police determined that Ms. Wisner was smoking marijuana while operating the vehicle. Police searched the vehicle and located a small amount of marijuana along with drug paraphernalia. Police took Ms. Wisner into custody and transported her to Milford Memorial Hospital for a blood draw. After the blood draw was completed she was transported back to the Harrington Police Department for processing. She was charged with Endangering the welfare of a Child, Possession of Marijuana with an aggravating factor, Possession of Drug Paraphernalia, Driving under the influence of Drugs, Driving with a suspended or revoked license and Failure to have registration plate light. She was arraigned at Justice of the Peace Court 3 and was committed to the Sussex Correctional Institute in default of \$1,501 secured bond. The child was uninjured and turned over to a family member.

On 1-14-15 the Harrington Police Department arrested Maurice M. Collins 63, of the 100 Block of Fleming St. after police find him in possession of Marijuana. While on patrol Harrington Police responded to the Harrington Senior Center in the 100 Block of Fleming St. for a report of a disorderly subject. When police arrived they contacted employees of the senior center who reported a suspect had entered the building through the back door and became disorderly with subjects inside and then fled. Police were given a description of the suspect and determined due to previous encounters with Mr. Collins that he was the suspect who entered into the building. Mr. Collins, who lives next door to the Senior Center was contacted at his residence and taken into custody. Police located Marijuana in

Mr. Collins residence along with drug paraphernalia. Employees at the Senior Center positively identified Mr. Collins as the suspect. He was transported to the Harrington Police Department. Mr. Collins was processed and issued Criminal Summons for Possession of Marijuana, Possession of Drug Paraphernalia, Trespass First Degree and Disorderly Conduct. Police also determined that Mr. Collins was currently on probation for previous arrests. Police contacted Mr. Collins probation officer who issued and administrative warrant for Mr. Collins for violation of probation. Mr. Collins was committed to the Sussex Correctional Institute on the administrative warrant pending his violation of probation hearing.

On 1-15-15 the Harrington Police Department arrested Larry D. Stewart 57, of the first block of Purnell St. for harassment. In December 2014 Harrington Police were contacted by the victim, who lives in the city limits of Harrington and the victim reported to police that Mr. Stewart was continually calling and texting the victim harassing her. Mr. Stewart and the victim were previously in a relationship. The victim also reported to police that she told Mr. Stewart to stop contacting her. During the initial complaint police also contacted Mr. Stewart and advised him not to have any further contact with the victim or he would be arrested. Mr. Stewart disregarded the officer's order and continued to contact the victim. Police obtained a warrant for Mr. Stewart and he later turned himself into the Harrington Police Department. He was charged with one count of Harassment and arraigned via video phone at Justice of the Peace Court 2 and released on \$2,000 unsecured bond.

On 1-16-15 the Harrington Police Department arrested Jaleel Muhammed 28, of the 900 Block of Jack St. in Brooklyn, MD for Driving under the influence with a child in the vehicle. While on patrol on South DuPont Hwy. police stopped a vehicle for traveling 55 MPH in a 35 MPH zone. After stopping the vehicle, police contacted Mr. Muhammed, who was the driver and officers immediately smelled and odor of marijuana coming from the vehicle. Police also found a small child in the vehicle. The child was properly secured in a car seat. Police took Mr. Muhammed into custody. During the traffic stop Mr. Muhammed admitted to police that he was smoking marijuana while traveling in the vehicle. While conducting a vehicle search police located drug paraphernalia inside the vehicle. Mr. Muhammed was transported to the Harrington Police Department for processing. Police obtained search warrant for a blood draw and Mr. Muhammed was transported to Milford Memorial Hospital. After the blood draw was complete Mr. Muhammed was transported back to the Harrington Police Department. He was charged with Endangering the Welfare of a Child, Possession of Drug Paraphernalia, Driving under the influence of Drugs, Driving without a License and speeding. He was arraigned at Justice of the Peace Court 3 and was committed to the Sussex Correctional Institute in default of \$2,800 secured bail. The child was turned over to relatives.

A traffic stop by Harrington Police nets over 3 pounds of Marijuana. While on patrol on 1-18-15 at 11:32 pm officers from the Harrington Police Department stopped a vehicle on South DuPont Hwy. for a traffic violation. When the officer approached the vehicle he smelled a strong odor of marijuana coming from the vehicle. Officers then contacted the driver, Robert E. Brown 43, of the 1400 Block of Veau Ct. in Virginia Beach, VA. A vehicle search was conducted by police and during the search police located a total of 22 bags of Marijuana throughout the vehicle weighing a total of 3.1 pounds. Police also found drug paraphernalia in the vehicle. A computer check also revealed that Mr. Brown also had previous drug convictions in Virginia dating back to 2003. Mr. Brown was taken into custody and transported to the Harrington Police Department for processing. Mr. Brown was charged with Possess a controlled substance in a Tier 1 quantity with an aggravating factor, Possession of Marijuana with an aggravating factor, possession of drug paraphernalia and traffic violations. Police also seized Mr. Brown's vehicle.

After being processed Mr. Brown was arraigned via video phone at Justice of the Peace Court 7 and was committed to the Sussex Correctional Institute in default of \$6,203 secured bail.

On 1-16-15 the Harrington Police Department arrested Michael S. Kelsall 20, of the 24000 Block of Magnolia Cr. in Millsboro after he attempted to hide drugs in his groin area. While on patrol police stopped a vehicle on South DuPont Hwy. for a traffic violation. The officer contacted the driver who had a revoked driver's license. Police then contacted Mr. Kelsall, who was a passenger in the vehicle. Police conducted a computer check and confirmed the driver, who was not identified by police did have a revoked driver's license. Police also confirmed through a computer check that Mr. Kelsall had active capias out of Sussex County Superior Court. Police issued the operator of the vehicle traffic summons and he was released. Mr. Kelsall was taken into custody and transported to the Harrington Police Department for processing. While being processed Mr. Kelsall told officers that he had marijuana in a baggie taped around his testicles. Police recovered the marijuana and paraphernalia. Mr. Kelsall was issued criminal summons for Possession of Marijuana and Possession of Drug Paraphernalia. Mr. Kelsall was arraigned via video phone at Justice of the Peace Court 2 on the capias. He was committed to the Sussex Correctional Institute in default of \$5,000 cash only bail.

On 1-20-15 the Harrington Police Department arrested Eric W. Cane 36, of the first block of Jessica Lane in Felton after police respond to a harassment complaint. Police were contacted by the manager of the Royal Farms, located on Milford-Harrington Hwy. about Mr. Cane coming into the store and being disorderly about a transaction that occurred a day earlier. Mr. Cane arrived at the store about the earlier transaction and then became disorderly and belligerent with employees while he was inside the store. Mr. Cane then left the store prior to police arriving. Police were able to review the surveillance cameras inside the store and were able to identify Mr. Cane as the suspect. Also prior to leaving the store Mr. Cane took items without paying for them. Police obtained warrants for Mr. Cane and he later turned himself into the Harrington Police Department. He was charged with two counts of Harassment, Shoplifting under \$1,500 and Disorderly Conduct. After being processed he was arraigned via video phone at Justice of the Peace 2 and was released on \$1,550 unsecured bond.

On 1-24-15 the Harrington Police Department arrested a 15 year old Dover Juvenile for Offensive Touching and related charges. While on patrol on New Year's Day police were called to a residence on New St. for a report of an assault. When police arrived they contacted the 10 year old victim and the victim's mother. The victim reported to police that while playing at a local playground when the victim was slapped in the face by the juvenile suspect. Patrol officers with the assistance of the Harrington Police Department School Resource Officer were able to identify the juvenile suspect. Police obtained warrants for the suspect charging him with Offensive Touching and Disorderly Conduct. The juvenile suspect later turned himself into the Harrington Police Department. After being processed he was released to the custody of his mother pending a future court appearance in Kent County Family Court.

On 1-26-15 the Harrington Police Department arrested Aaron S. Holleger 38, of the 9000 Block of Webb Farm Rd. after police were informed that Mr. Holleger had drugs in his vehicle. While on patrol police were contacted by an unknown person who reported to police that Mr. Holleger was at a location in Harrington. Police were also given a description of the vehicle and police located Mr. Holleger inside the vehicle at a business on South DuPont Hwy. Police contacted Mr. Holleger and was given consent to search the vehicle by Mr. Holleger. Police located a small amount of Marijuana and drug paraphernalia inside the vehicle. He was taken into custody and transported to the Harrington Police Department for

processing. Mr. Holleger was issued Criminal Summons for Possession of Marijuana with an aggravating factor and Possession of Drug Paraphernalia. He was later released pending a future court appearance.

The following were arrested by the Harrington Police Department for DUI and related traffic charges:

01/30/15: 11:52 pm: Depaul M. Smith 34, of Clarks Corner Apartments in Harrington.

01/31/15: 6:15 am: Alexis R. Gomez 29, of the 600 Block of Hammond St. in Salisbury, MD.

01/31/15: 1:15 pm: Fereidon Manssuri 45, of the 24000 Block of Pealiquor Rd. in Denton, MD.

02/01/15: 3:15 pm: Barbara J. Nelson 29, of the 100 Block of Willis Rd. in Dover.

All were processed at the Harrington Police Department and were released pending a future court appearance in Justice of the Peace Court 7.



## Monthly Report for January 2015

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### **City Hall/Finance:**

- Assisting with 2013 and 2014 audit work.
- Met with PNC bank to discuss banking services.
- Selected new AmeriCorp member, Tori Parker. Tori will be working under a grant on Economic Development projects.

### **Planning/Code Enforcement:**

- Drafted new open burning ordinance.
- Pre-development meeting with K.I.S.H. regarding aged out foster care.
- Processed sign request for Dominos.
- Worked on adoption of 2012 IBC Code. Thanks to Kelly for spearheading this work.
- Completed staff review of the 440 rewrite.

### **Public Works:**

- The I&I project was approved for bid by USDA and went out to bid.
- The Dorman Street Project is approved by USDA for bid.

### **Library:**

- Site selection committee conducted tour of all three sites.
- On February 4, 2015, the committee completed their matrix and the project has been forwarded to Becker Morgan for final ranking.

### **Parks and Recreation:**

- Parks and Recreation is spearheading efforts to have a community garden. Kent County has \$1,500 in grant money for Harrington's community garden.

### **City Manager Update**

- Met with Ralph Benson regarding his building project.
- Attended the DLLG Legislative Advocacy Committee Meeting
- Attended Community Garden Meeting
- Attended Harrington Fire Company appreciation dinner.
- Worked on the Latest Estimate for the FY 2015 Budget.
- Reviewed document imaging systems.
- Met with Planning and Code Officials to discuss permits, zoning compliance certificates and certificate of occupancy.
- Investigating lines and grades requirement for new building in the City due to a recent issue.



## Monthly Report for January 2015

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### Ongoing Projects

#### **1. Inflow and Infiltration**

- Meeting with USDA is scheduled August 22, 2013 to discuss financing options.
- Meeting with USDA and RVB on December 16, 2013. Environmental Report and Preliminary Engineering Report requested.
- Council has provided approval for RVB to prepare the Environmental Report and Preliminary Engineering Report at the February 3, 2014 Council meeting.
- Reports to be submitted by mid-April 2014.
- USDA has reported that their funding for next year will not be able to provide refinancing of USDA loans. Our loans will not be able to be refinanced through USDA.
- Awaiting a loan and grant offer from USDA for approximately \$1.1 million.
- Loan and grant offer was received from USDA for \$520,000 loan and \$580,000 grant.
- *Project went out to bid 1/31/15*

#### **2. Library Needs Assessment**

- Request for proposal issued 2013.
- Four RFPs were received.
- Next step is to narrow the list and set up presentations.
- Meeting is scheduled for June 12, 2013.
- Presentations will be held on July 13, 2013.
- Recommendation to Council will be made on July 15, 2013 to Council.
- 1<sup>st</sup> meeting held with Becker Morgan Group.
- Needs Assessment Committee is being formulated.
- Scope of work received – Cost estimate is \$45,800.
- Requests for information have been reviewed and are being compiled.
- Library review was conducted on October 17, 2013.
- Public input meetings are being scheduled for February 24 and 25, 2014.
- Next steps will be discussed at the August 18, 2014 workshop.
- Three sites are being reviewed for selection by the City Planner, Becker Morgan Engineering and the Realtor. Findings will be presented at the November meeting.
- *The Site Selection Committee narrowed the properties to two in February 2015. These properties will be reviewed by the Planner and Becker Morgan Engineering. The results will then be presented to Council for action.*

#### **3. Delaware State Fair Contract/Case**

- Max Walton approved to handle legal matters due to the conflict of interest with Schmittinger and Rodriguez.
- Fair's attorney has requested mediation to resolve issues and the City agrees.
  - i. Jeffrey Young, an attorney, has been selected as the mediator.
  - ii. Mediation was December 11, 2013. Fair requested a continuance.
  - iii. Fair did not make follow-up call on January 11, 2014 as discussed. They have asked for more time.
  - iv. Fair's best counter offer requested by January 22, 2014. No offer was provided.
  - v. Max Walton will be addressing this issue in an executive session with Council.



## Monthly Report for January 2015

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- vi. Counter offer received from DSF February 28, 2014. Have not reviewed with Max Walton at this time.
- vii. Counter offer from DSF indicated their desire to become a sewer district and pay Harrington for wheeling charges. City has declined this offer though our attorney's office on April 14, 2014. Letters included for your reference.
- viii. Second mediation held on June 3, 2014. The City is seeking a quote for a cost of service study. Some progress was made at the mediation.
- ix. Mediation June 3, 2013. Mediation is postponed while the City conducts a cost of service study for DSF.
- x. Received the cost of service study form Burns and McDonnell and will work on adjusting rates accordingly.
- xi. The City has ended the mediation with Delaware State Fair and is seeking judicial means to resolve the issue as of October 28, 2014.
- xii. Filed suit against the DSF October 2014
- xiii. DSF served with lawsuit on December 1, 2014.
- xiv. Received DSF's answer and counterclaim on December 16, 2014.
- xv. *Received DSF's opposition to Harrington's Motion for Judgment on January 21, 2015.*

#### **4. Zoning Code Rewrite**

- *It is estimated that staff review will be completed by end of January, 2015.*
- *Staff will then begin to compile and format changes into revised draft code.*
  - i. *This is estimated to be complete by end of February 2015.*
- *The draft document will then be available for public input and red-lining.*

#### **5. USDA Projects – I & I remediation and Dorman Street**

- *Owner/Engineer agreements have been signed.*
- *Project is out to bid.*

#### **6. Lagoon Closing**

- *Worked to set up a meeting with the DNREC Environmental Control Site Investigation and Restoration Section. Meeting is scheduled for February 9, 2015.*

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Range: First to Last  
Issue Date Range: 01/01/15 to 01/31/15      Expiration Date Range: First to 06/30/15  
Application Date Range: 01/01/15 to 01/31/15      Use Type Range: First to Last      Open: Y  
Building Code Range: First to Last      Contractor Range: First to Last      Completed: Y  
Work Type Range: First to Last      User Code Range: First to Last      Denied: Y  
Customer Range: First to Last      Inc Permits with Permit No: Yes      Inc Permits with Certificate: Yes  
Waived Fee Status to Include: None: Y      All: Y      User Selected: Y

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App Id: 1501 Map/Parcel: 171.13-01-12.00-000      Prop Loc: 510 SMITH AVE HGTON MNR      Permit No: 00001501  
Issue Date: 01/07/15      Permit Type: OTHER      Bldg Code 1: BUILDING      Bldg Code 2:  
Bldg Code 3:      Bldg Code 4:      Bldg Code 5:      Alt Cost 1: 500.00  
Alt Cost 2: 0.00      Alt Cost 3: 0.00      Alt Cost 4: 0.00      Alt Cost 5: 0.00  
Const Type:      Work Type: TEMP POD

Description: install 3 temp pods

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App Id: 1502 Map/Parcel: 179.07-01-34.01-000      Prop Loc: 136 W. MILBY ST.      Permit No: 00001502  
Issue Date: 01/27/15      Permit Type: BUILDING      Bldg Code 1: BUILDING      Bldg Code 2:  
Bldg Code 3:      Bldg Code 4:      Bldg Code 5:      Alt Cost 1: 26,000.00  
Alt Cost 2: 0.00      Alt Cost 3: 0.00      Alt Cost 4: 0.00      Alt Cost 5: 0.00  
Const Type:      Work Type: ADDITION

Description: Attached Garage

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Range: First to Last  
 Violation Date Range: 01/01/15 to 01/31/15      Use Type Range: First to Last      Open: Y  
 Ordinance Id Range: First to Last      User Code Range: First to Last      Completed: Y  
 Customer Range: First to Last      Inc Violations with waived Fines: Yes      Denied: Y  
 Activity Date Range: 01/01/15 to 01/31/15      Activity Type Range: First to Last  
 Activity Status to Include: Open: Y      Approved: Y      Denied: Y      'SENT LETTER': Y      Open with No Date: Y

Violation Id: v3-00673      Map/Parcel: 171.17-01-36.03-000      Prop Loc: 17064 S DUPONT HWY - Rudy's  
 Use Type: C-3

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: please remove the animations on the illuminated sign.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		01/12/15			Approved
			SENT LETTER	01/05/15		
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER	01/05/15		

Violation Id: v3-00674      Map/Parcel: 179.08-02-54.00-000      Prop Loc: 1-A E. MILBY STREET  
 Use Type:

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: please remove indoor furniture from front porch.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		01/28/15			Approved
			SENT LETTER	01/07/15		
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER	01/07/15		

Violation Id: v3-00675      Map/Parcel: 170.20-03-32.00-000      Prop Loc: 125 FLEMING STREET- APTS. A-D  
 Use Type:

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: 125 A,B,C,and D rental apt. inspected

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		RENTAL INS	01/07/15		Approved

Violation Id: v3-00676      Map/Parcel: 170.20-04-16.00-000      Prop Loc: 215 DELAWARE AVE.  
 Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00677      Map/Parcel: 170.20-01-39.00-000      Prop Loc: 109 GRANT STREET  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00678      Map/Parcel: 170.20-01-21.00-000      Prop Loc: 106 GRANT STREET  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00679      Map/Parcel: 179.08-01-24.00-000      Prop Loc: 101 COMMERCE ST.  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00680      Map/Parcel: 170.20-03-14.00-000      Prop Loc: 116 DORMAN ST.  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed on apt A,B

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00681      Map/Parcel: 170.20-03-36.00-000      Prop Loc: 4 W LIBERTY ST  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed on apt A, B, and C

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00682      Map/Parcel: 170.20-05-54.00-000      Prop Loc: 22 Clark Street  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed on apt. A,B,C, and D

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00683      Map/Parcel: 170.20-02-33.00-000      Prop Loc: 15 DORMAN STREET  
Use Type:

---

<u>Ordinance Id</u>	<u>Description</u>
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00684      Map/Parcel: 179.08-02-56.00-000      Prop Loc: 200 HANLEY STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00685      Map/Parcel: 170.16-01-36.00-000      Prop Loc: 4 & 6 W. CENTER STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00686      Map/Parcel: 179.08-02-13.00-000      Prop Loc: 221 COMMERCE STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00687      Map/Parcel: 171.13-01-04.01-000      Prop Loc: 274-284 DELAWARE AVENUE  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspections Completed on Apt# 274, 276, 278, 280, 282, and 284

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/07/15			Approved

---

Violation Id: v3-00688      Map/Parcel: 179.08-04-42.00-000      Prop Loc: 1 NEW ST  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: clean up property and maintain NO PARKING on street thats for all vehicles.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		01/12/15			
PROPMAIN	PROPERTY MAINTENANCE		01/12/15			

---

Violation Id: v3-00689      Map/Parcel: 170.20-05-60.00-000      Prop Loc: 32 CLARK ST.  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: please clean up rear of property behind residence

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		01/16/15			
PROPMAIN	PROPERTY MAINTENANCE		01/16/15			

---

Violation Id: v3-00690      Map/Parcel: 179.08-02-12.00-000      Prop Loc: 223 COMMERCE STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: please clean up front and rear yard, clear of debris.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		01/16/15			
PROPMAIN	PROPERTY MAINTENANCE		01/16/15			

---

Violation Id: v3-00691      Map/Parcel: 170.20-04-15.00-000      Prop Loc: 213 DELAWARE AVE.  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		01/28/15			Approved

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---

Violation Id: v3-00692      Map/Parcel: 179.07-01-80.00-000      Prop Loc: 307 S. WEST STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/28/15			Approved

---

---

Violation Id: v3-00693      Map/Parcel: 179.08-04-46.00-000      Prop Loc: 101 EAST STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/28/15			Approved

---

---

Violation Id: v3-00694      Map/Parcel: 179.07-01-53.00-000      Prop Loc: 213 WEST STREET  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

---

Description: Rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/28/15			Approved

---

---

Violation Id: v3-00695      Map/Parcel: 171.13-01-31.00-000      Prop Loc: 406 SHAW AVE  
Use Type:

---

Ordinance Id	Description
PROPMAIN	PROPERTY MAINTENANCE

---

Description: rental Inspection Completed

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	01/28/15			Approved

---



## **January 2015 Activities Report for Kelly Blanchies, Clerk of Council**

### **Meetings Attended:**

- January 5, 2015 City Council Workshop
- January 5, 2015 City Council Special Meeting
- January 20, 2015 City Council Meeting

### **Projects:**

- Zoning Code Rewrite
  - o Attended meetings with consultants to discuss first draft
  - o Incorporated changes from first draft into zoning document
- Fire Company paving bid
  - o Coordinated pre-bid meeting and bid opening dates with Fire Company representative, City Manager, and City Engineer
  - o Prepared bid documents
  - o Bid delayed so that City Engineer can review the project
- 2012 International Building, Residential, and Property Maintenance Codes
  - o Reviewed and discussed letter from Dave Naples
  - o Prepared notes on necessary changes for the adoption of codes

### **Ordinances & Resolutions:**

- Prepared Ordinances 14-15 & 15-01
- Prepared City Goes Red Proclamation

### **Tasks:**

- Prepared minutes for:
  - o November 3, 2014 City Council Special Meeting
  - o December 15, 2014 City Council Meeting
- Prepared and posted agendas for:
  - o Canceled January 8, 2015 Library Site Selection Committee Meeting
  - o January 20, 2015 City Council Meeting
  - o January 21, 2015 Library Site Selection Committee Meeting
- Prepared and posted packets for:
  - o January 5, 2015 City Council Workshop
  - o January 5, 2015 City Council Special Meeting
  - o January 20, 2015 City Council Meeting
  - o February 2, 2015 City Council Workshop
- Updated messages on electronic sign
  - o Added messages: January 21 meeting, February 2, 3, & 17 meetings, Presidents' Day, offices closed February 16, Valentine's Day
  - o Deleted messages: December 18 & 22 meetings, January 5, 20, & 21 meetings, visit Santa, happy holidays, offices closed December 25 & 26 and January 1, 2, & 19, no yard waste December 24 & 31, Happy New Year, Martin Luther King Day and quote,
- Updated website
  - o Added posts: telephone scam, presentation to State and County officials, freezing pipes
  - o Added adopted minutes, ordinances, proclamation
  - o Deleted posts: weather advisory
- Closed the cash register 3 days a week

- Building permit brochure for signs
- Researched Messick's annexation
- Researched Category B Plan Review fees
- Researched Cabot Creek subdivision approvals
- Researched St. Bernadette's HPR lease discussion in minutes

# ***City of Harrington***

## ***Department Of Public Works***

***DATE: January 31, 2015***

***FR: Alan Moore, Public Works Supervisor***

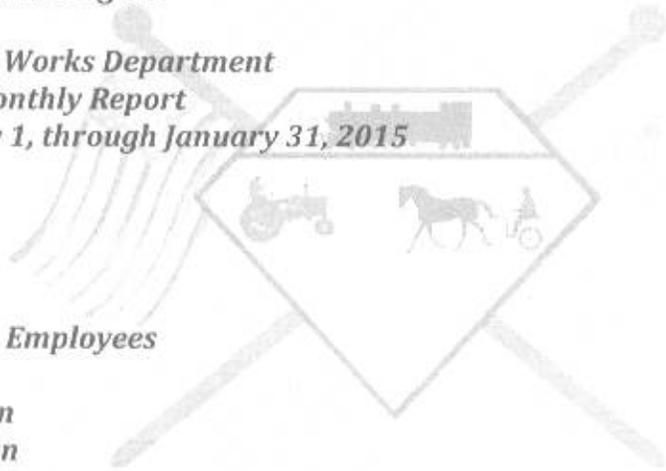
***TO: Mayor and Council  
City of Harrington***

***RE: Public Works Department  
Monthly Report  
January 1, through January 31, 2015***

***Public Works Employees  
Alan Moore  
Leroy Lahman  
Glenn Hayman  
Dennis Trader  
Dudley Clough  
Richard Clough***

***David Alan Moore Sr.***

***Date: 2/6/2015***



## After Hours on Call Report

Date	Responsible Individual	Contacts
January 5 ,2015	Glenn Hayman	4
January 12 ,2015	Dennis Trader	4
January 19 ,2015	Dudley Clough	5
January 26 ,2015	Richard Clough	4

### *Water Department*

Turn On (# of Times)	Turn Off (# of Times)
7	5

Miscellaneous Calls	This Month	Last Month
Number of Water Related Calls	4	3
Brown Water Related Calls	0	0
Total Calls	4	3

Water Samples	
State Samples	Completed- January
Daily Chlorine Samples	Completed- January
Daily Fluoride Samples	Completed- January

Monthly & Daily Water Usage Totals	January 2015	January 2014
Monthly Totals	8,838,000	10,670,000
Daily Average	285,000	344,000

<b>Water Leaks</b>	<b>Location</b>	<b>Work Order Date</b>	<b>Completion Date</b>
2" Water Service	114 E. Liberty St.	1/9/15	1/9/15
1" Service Line	16 Mispillion St.	1/22/15	1/22/15

<b>Well Status</b>			
<b>Well</b>	<b># Of Gallons January 2015</b>	<b># Of Gallons January 2014</b>	<b>Difference 2015 vs 2014</b>
<b>#1</b>	Operational - Emergency Use Only	Operational - Emergency Use Only	Operational - Emergency Use Only
<b>#2</b>	557,000	0	<b>+557,000</b>
<b>#3</b>	3,793,000	2,255,000	<b>+1,538,000</b>
<b>#4</b>	4,488,000	8,415,000	<b>-3,927,000</b>
<b>Total</b>	<b>8,838,000</b>	<b>10,670,000</b>	<b>-1,832,000</b>

## Sanitary Sewer Department

<b>Sewer Issues on Property Owners</b>		
<b>Date</b>	<b>Address Of The Property With The Sewer Issue</b>	<b>Property Contacted Or Door Tagged</b>
1/1/15	14 Commerce St.	Contacted
1/13/15	303 Calvin St.	Contacted
1/15/15	122 Hanley St.	Contacted
1/26/15	2 Ward St.	Contacted

**Please Note:** Public Works attempts to contact all property owners affected by a sewer back-up. When contact cannot be made in person, a door tag is left to inform the owner of the situation. The door tag contains contact information so the owner may contact public works for additional information regarding the incident.

<b>Issues on City of Harrington</b>		
<b>Date</b>	<b>Address Of Sewer Issue</b>	<b>Plunged/Jetted</b>

1/1/15	11 Short St.	Plunged
1/3/15	202 Center St.	Plunged
1/9/15	201 E. Milby.	Plunged
1/12/15	311 Harrington Ave.	Plunged
1/16/15	303 Harrington Ave.	Plunged
1/21/15	10 Mispillion St.	Plunged
1/22/15	501 Shaw Ave.	Plunged
1/24/15	Rudy's Restaurant.	Plunged
1/24/15	231 Delaware Ave.	Plunged
1/25/15	240 Delaware Ave.	Plunged
1/28/15	122 Grant St.	Plunged
1/28/15	405 Smith Ave.	Plunged

### Street Maintenance

Pot hole Locations	Repairs Made
Clukey Dr.	Been keeping a check and filled because of the big trucks. Repairs have been made. Repairs have been made. Repairs have been made. Repairs have been made.
Hanley St.	
Ward St.	
Milby St.	
Railroad Ave.	

**Please Note:** Street maintenance has not begun due to the large volume of water line repair work.

### Building Maintenance/ Work Orders

Location	# of Calls
City Hall	9
Library	14
Police	11
Community Center	3
Waste Water Treatment Plant	2
Parks & Recreation	7
Public Works	11

## **Project Updates**

### **Water Meter Installation**

- Public Work is still reading all meters every month to pick up any leaks that are on the home owners. Also to make sure everyone is trained on the process of the meter reading.

### **Water Meter Checks**

- We have been checking anywhere between two and five meters a week at the request of the customer setting it up at City Hall.
- Taking the handheld out and pulling data off the meters at the request of City Hall.

### **Storm Drains Cleaning**

- We have been cleaning storm drains on a regular bases.
- We also clean the grates if rain is expected. And as well we keep them clean during the rain fall.
- If it's a light rain we clean them with the sweeper.
- If it's a heavy rain we go out and keep them clean by hand.

### **Pump Stations**

- Public Works used the pump truck to pump out the station at Messicks Trailer park.
- Had to pull the number # 2 Pump twice to clean out the rags in the pump..
- Public Works had a high leave warning called in by the Kent County. We had to reset the high level float in the wet well at Friendship Village.
- Public Works had to pull the number #2 pump at Friendship Village Station. We had a lot of rags caught up in the pump.
- Public Works had to pull the number# 2 pump at Clarks Corner and clean it out and rest it in the wet well.

### **Street Black Topping**

- Public Works getting Bids on Meadowood Lane.
- Public Works getting Bids on the Public Works Shop.
- Public Works getting bids on some State Patches.
- Jerry's Paving has bid the paving work.
- Zacks Excavation has bid the paving work.
- Delmarva Paving has bid the paving work.

### **Mapping Sewer Lines**

- Remington Vernick & Beach has dropped off the sewer maps to be corrected.
- Public Works are working on getting the sizes of the main pipes coming into the manholes. And we are also making sure the flow direction are right on the maps.

### **Salting and Sanding Intersections**

- Public Works salted all the intersections if we have had any snow or ice on the roadways.
- Public Works has salted the intersections two time when they were calling for snow in the evenings.

**Date:** February 10, 2015  
**To:** Mayor and Council  
City of Harrington  
**From:** Christine Hayward – Library Director  
**RE:** Work Report – Harrington Public Library - Month of January 2015

<b>Circulation Usage</b>		
<b>Item</b>	<b>Number</b>	<b>Comments</b>
Visitors/Users	2576	During the month
Items checked out	2864	All items checked-out during the month
Items returned	2399	All items returned during the month
Items overdue	176	Items listed as overdue at any time during the month
Fees Collected	\$910.	During the Month
E-Book and E-Audiobook	NA	Total Check-out during the month
<b>Computer Use:</b>	<b>Total Public Access Use For the month - Individual logins: 614</b>	< Total is for Public Access Computer Use.
	<b>Wireless Users: - 93</b>	< Total is for patrons using WIFI with their own devices – laptops, Ipads etc.
	<b>Computer help including Ebooks: 194</b>	Totals are for all staff assisted reference transactions including those requiring computer help. Totals are tracked by Dewey Number and reported monthly to the State Library
<b>Other Reference questions requiring staff assistance.</b>	<b>Assistance with: general instruction on how to use the Library Catalog and Databases for Reference questions including Readers Advisory, job search, resumes, Delaware Code, current events, health, travel, etc.</b>	Totals include patrons who attend the Job Center or the weekly Basic Computer Class.
	<b>Total reference transactions tracked by Dewey number for the month: 409</b>	Total reference including, directional , account related, Library Policy or other assistance – not tracked by Dewey number: 330 includes Total virtual reference (by Email, phone, IM, Text)
		Total combined reference in person or virtual: 739

<b>Harrington Public Library</b>  <b>Programs for the month of January 2015</b>		
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<b>Name</b>	<b>Date</b>	<b>Attendance</b>
<b>Teen Advisory Group Meeting</b>	Jan. 20	5
<b>Story Time</b>	Jan. 7,14,21,28	Children 7 adults 7
<b>Family Fun Night &amp; reading to the dogs &amp; a visit with Santa Claus</b>	Jan. 8	Children 4 adults 4
<b>Job Center</b>	Jan. 16,23,30	Adults 32
<b>Computer Class</b>	Jan. 5,12,24	Adults 10
<b>Book Discussion</b>	Jan. 15	8 adults

## Kelly Blanchies

---

**From:** Christine Hayward <Christine.Hayward@lib.de.us>  
**Sent:** Tuesday, February 10, 2015 1:49 PM  
**To:** Kelly Blanchies  
**Subject:** Library

Kelly,  
I will be sending my Council report later this afternoon – please attach this list of March Coming Events to the Council Report.

Thanks,  
Chris

---

**From:** Marleena Young  
**Sent:** Tuesday, February 10, 2015 1:32 PM  
**To:** Christine Hayward  
**Subject:** Harrington Public Library Coming Events – March 2015

Computer Class  
Monday, March 2<sup>nd</sup> @ 12:15 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

LEGO Night  
Tuesday, March 3<sup>rd</sup> @ 6:00 pm—Come to the library and play with LEGOs! Each session we will start with a theme, and you can create anything from there. This program is geared towards children in 1<sup>st</sup> through 5<sup>th</sup> grade, and a parent guardian must remain with the child participating. Space is limited, sign up today!

Computer Class  
Monday, March 9<sup>th</sup> @ 12:15 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Teen Meeting  
Tuesday, March 10<sup>th</sup> @ 6:00 pm— All teens are welcome to attend this meeting and weigh in on library issue. Free food will be served! This is a great opportunity to get some volunteer experience.

Family Fun Night and Reading to the Dogs  
Thursday, March 12<sup>th</sup> @ 6:00 pm—Come to the free craft night provided by the POLYTECH Parents as Teachers Group! We will also have a free reading program to help improve your child's reading skills! You also get to meet our volunteer dogs. They love to be read to!

Computer Class  
Monday, March 16<sup>th</sup> @ 12:15 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

St. Patrick's Day LEGO Night  
Tuesday, February 17<sup>th</sup> @ 6:00 pm—Come to the library and play with LEGOs! Each session we will start with a theme, and you can create anything from there. This program is geared towards children in 1<sup>st</sup> through 5<sup>th</sup> grade, and a parent guardian must remain with the child participating. Space is limited, sign up today!

Book Group  
Thursday, March 19<sup>th</sup> @ 6:00 pm—Join us for a book talk! This program will also be a Recent Reads, so bring along whatever you are currently reading to share with the group! This program is a great way to meet new people.

Computer Class  
Monday, March 23<sup>rd</sup> @ 12:15 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Computer Class

Monday, March 30<sup>th</sup> @ 12:15 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Storytime every Wednesday @ 10:45 am!

Check the library's Facebook page and website for programs!

Date: 1/31/2015  
 To: Mayor and Council  
 City of Harrington  
 RE: Parks & Recreation January Report 2015

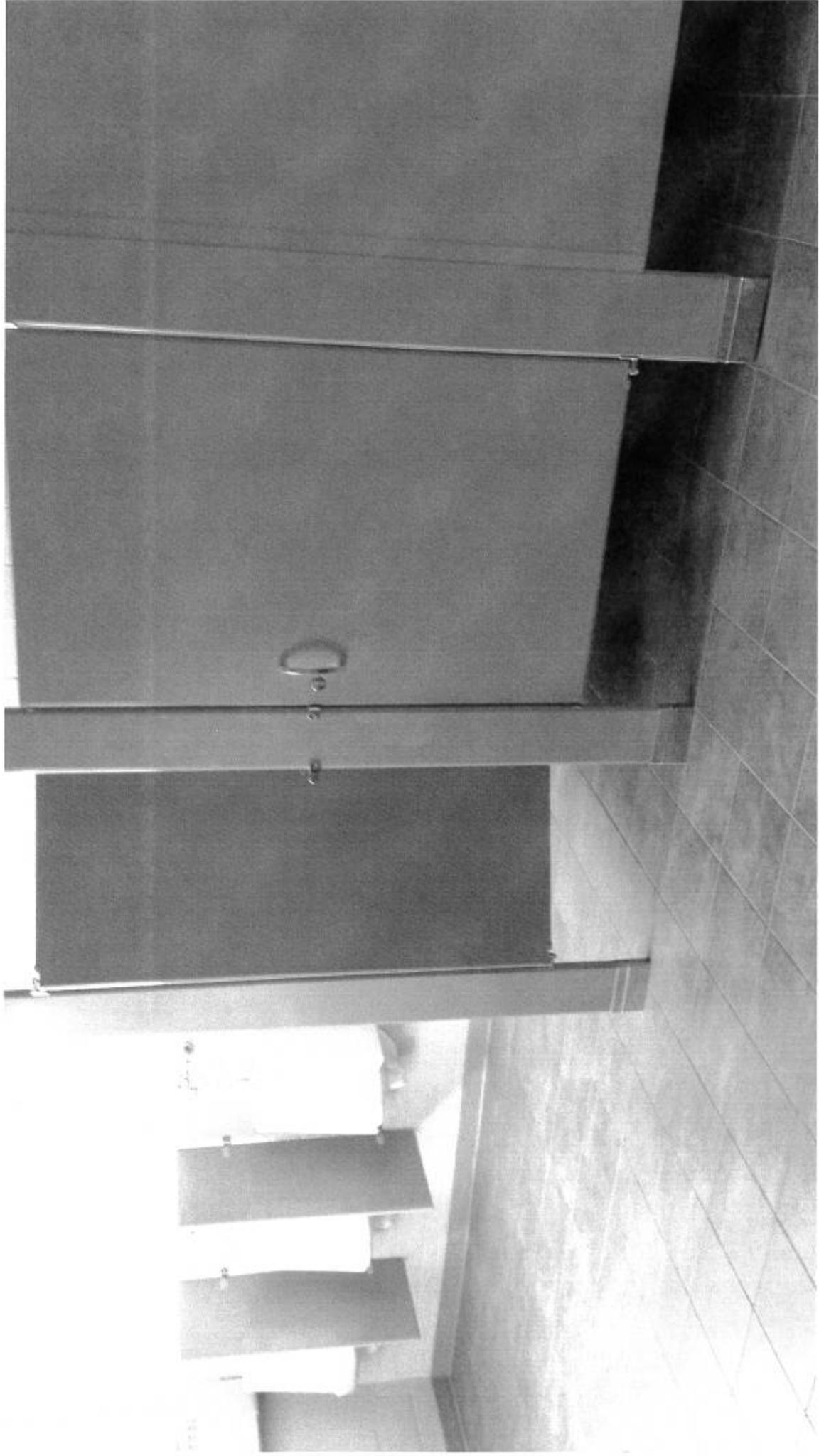
<b>Program</b>	<b>Participants</b>	<b>Teams or Units</b>	<b>Comments</b>
<b>Dance</b>	<b>40</b>	<b>10</b>	Dance Classes are ongoing.
<b>SPCA</b>			Harrington Parks & Recreation Center is a location where you can donate wanted items to the Kent County SPCA.
<b>Adult Fitness</b>	<b>115</b>	<b>N/A</b>	Current number of adults registered to use the facility during the day. The annual membership will be \$50/person or \$75/family or couple.
<b>Mat Ratz Wrestling</b>	<b>11</b>	<b>N/A</b>	Registrations ended at the end of December. This program runs through February 26, 2015.
<b>Little Spartans Basketball</b>	<b>100</b>	<b>11</b>	This program began on Saturday, December 6 <sup>th</sup> and runs through February 2015.
<b>Indoor Field Hockey</b>	<b>70</b>	<b>8</b>	These teams began playing in an ongoing league at Schutte Park in Dover through February 2015.
<b>Youth Indoor Hockey</b>	<b>17</b>	<b>N/A</b>	Registrations are being accepted through the end of January. This program is for grades K-5. It is a basic beginner program to be held on Wednesday evenings.
<b>Spring Soccer</b>	<b>N/A</b>	<b>N/A</b>	Registration began on January 6, 2015 and run through February 20, 2015. Games begin on April 11, 2015.
<b>Cheernastics</b>	<b>N/A</b>	<b>N/A</b>	Registration began on January 6, 2015 and end on March 30, 2015. The program begins April 13, 2015.
<b>Basic Tumbling &amp; Gymnastics</b>	<b>N/A</b>	<b>N/A</b>	Registration began on January 6, 2015 and ends on March 30, 2015. This program begins on April 11, 2015.
<b>Ladies Fit Class</b>	<b>N/A</b>	<b>N/A</b>	This Class started on Thursday, January 29 <sup>th</sup> . Classes will run on Thursday and Saturdays.
<b>Golf Tournament</b>	<b>N/A</b>	<b>N/A</b>	The Annual Golf Tournament is scheduled for May 15, 2015. Registration began on January 6, 2015 and runs through May 8, 2015.
<b>Heritage Day</b>	<b>N/A</b>	<b>N/A</b>	Heritage Day is scheduled for August 29, 2015. Registrations began on January 6, 2015.

Web Site = 1021 visits and 3,407 page views

<b>Recreation Center</b>			
<b>Days</b>	<b>Hours</b>	<b>Usage for the Month</b>	<b>Number of Participants</b>
<b>Mon –Thurs Fri</b>	<b>8am-4pm 8am-12pm</b>	<b>Adult Fitness</b>	<b>361 visits</b>
<b>Mon-Thurs</b>	<b>5:30pm-7:45pm</b>	<b>Dances Classes</b>	<b>42</b>
<b>Mon-Tues</b>	<b>5:30pm-9:00pm</b>	<b>Indoor Field Hockey</b>	<b>70</b>
<b>Sat-Sun</b>	<b>9:00AM- 1:00PM</b>	<b>Softball Conditioning</b>	<b>28</b>

*Bill Falasco*

Bill Falasco, Recreation Director



**Parks & Rec Bathroom Renovation - Men's**



**Parks & Rec Bathroom Renovation - Women's**

***Harrington Fire Company, Inc.***  
**EMERGENCY MEDICAL SERVICE**

20 Clark Street  
Harrington, DE 19952

(302) 398-8931  
Fax (302) 398-4350

February 5, 2015

Harrington City Council:

Below is the activity of the Harrington Fire Company Ambulance for the month ended January 2015.

Total Responses for the Month	112
Total Responses in City Limits	52
Total Responses out of City Limits	60
Men In Service	243
Hours In Service	109 hours 28 minutes
Manhours in Service	233 hours 36 minutes

Respectfully Submitted,

Rob Taylor  
EMS Secretary

***Serving Our Community For Over 50 Years***

# URS

CITY PLANNING CONSULTANT

TO: Mayor and City Council of Harrington  
FROM: Debbie Pfeil, Senior Planner  
DATE: February 2, 2015  
RE: Monthly Planning Update Report

I respectfully submit the monthly Planning Update Report as your City Planning Consultant. Thank you for allowing me to continue to serve as your City Planner, since 2006. **If you should have any questions, please do not hesitate to contact me at 302-547-6068.**

## 1. Planning Project Updates

- |                                       |  |
|---------------------------------------|--|
| <b>Harrington Garden Apartments-</b>  | December 18, 2008 preliminary site plan approval<br>Waiting on applicant to submit final plan  |
| <b>Midway Park Center Apartments-</b> | April 12, 2012 conceptual plan approval<br>Waiting on applicant to submit preliminary plan   |
| <b>Harrington Retail Center-</b>      | June 16, 2011 final site plan approval<br>Waiting on applicant to submit building permit   |
| <b>Cabot Creek subdivision-</b>       | May 21, 2009 preliminary subdivision approval<br>Waiting on applicant to submit final subdivision plan   |
| <b>The Legacy Subdivision-</b>        | January 5, 2015 preliminary subdivision approval   |
| <b>Harmill Village Subdivision-</b>   | July 7, 2008 preliminary subdivision approval<br>Scheduled for 12/18/14 Planning Commission Meeting  |
| <b>Harrington Meadows-</b>            | Board of Adjustment variance granted on February 25, 2013. The conceptual subdivision plans were approved at the 7/11/13 Planning Commission Meeting. Applicant has submitted the preliminary subdivision plan for City to review & application was sent back to meet Chapter 370 preliminary subdivision plan requirements. |

## 2. Planning Projects

**Dual Highway Connector Street Sections-**The City Manager sent a letter to DelDOT and we are awaiting the response.

### 3. Planning Services

URS was requested to assist in the following projects:

- Predevelopment meeting-100 Commerce Street/Group Home
- ZCC Review-136 West Milby / New attached garage
- ZCC Review- 1000 Midway Drive / Dominos Sign Changes
- Misc. email / phone call inquiries

### 4. Library Committee

- No planning work completed on this project since November 11, 2014

5. **Chapter 440 Zoning Project Status** –Consultant input meetings are finished and we are submitting the additional items to the Clerk. The document is now in the City Clerks care for editing and formatting. One final consultant meeting to review the draft is scheduled for February 19, 2015. The document is still scheduled for introduction to City Council/Public in March, as stated previously within the approved scope. Additional updates on this project can be obtained anytime by contacting the City Manager as the project involves the City Attorney, City Engineer and staff.

**MEMORANDUM**

**EXECUTIVE VICE PRESIDENTS**  
Michael D. Vena, PE, PP, CME  
Edward J. Walberg, PE, PP, CME  
Thomas F. Beach, PE, CME  
Richard G. Arango, PE, CME

**DIRECTOR OF OPERATIONS  
CORPORATE SECRETARY**  
Bradley A. Blubaugh, BA, MPA

**SENIOR ASSOCIATES**  
John J. Cantwell, PE, PP, CME  
Alan Ditteshofer, PE, PP, CME  
Frank J. Seney, Jr., PE, PP, CME  
Terence Vogt, PE, PP, CME  
Dennis K. Yoder, PE, PP, CME  
Charles E. Adamson, PLS, AET  
Kim Wendell Bibbs, PE, CME  
Marc DeBlasio, PE, PP, CME  
Leonard A. Faibla, PE, CME  
Christopher J. Fazio, PE, CME  
Kenneth C. Ressler, PE, CME  
Gregory J. Sullivan, PE, PP, CME

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232 Kings Highway East  
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(856) 795-1882 (fax)

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(973) 323-3068 (fax)

**Remington, Vernick  
& Vena Engineers**  
9 Allen Street  
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(732) 505-8416 (fax)

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845 North Main Street  
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(609) 645-7076 (fax)

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Wildwood City, NJ 08260  
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(609) 522-5313 (fax)

**Remington, Vernick  
& Beach Engineers**  
922 Fayette Street  
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(610) 940-1161 (fax)

5010 East Trindle Road, Suite 203  
Mechanicsburg, PA 17050  
(717) 765-1775  
(717) 765-0232 (fax)

U.S. Steel Tower  
600 Grant Street, Suite 1251  
Pittsburgh, PA 15219  
(412) 263-2200  
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building  
262 Chisman Road, Suite 105  
Newark, DE 19702  
(302) 266-0212  
(302) 266-8208 (fax)

**Remington, Vernick  
& Arango Engineers**  
243 Route 130, Suite 200  
Bordentown, NJ 08505  
(609) 298-6017  
(609) 298-8257 (fax)

**To:** City of Harrington Mayor and City Council  
Teresa Tieman, City Manager

**From:** Thomas G. Wilkes, P.E.

**Date:** February 11, 2015

**Re:** City of Harrington  
Project Update  
Our File# DKHNT039

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Enclosed please find the February 2015 update for the various capital projects we are administering for the City of Harrington.

Please do not hesitate to contact me directly with questions at (302) 266-0212, extension 3003.

**MONTHLY UPDATE  
FEBRUARY 2015  
CITY OF HARRINGTON  
CAPITAL PROJECT UPDATE**

**1. Lagoon Closure Project**

Status: We met with officials of the DNREC Site Investigation and Restoration Section (SIRS) on February 9, 2015 to pursue a closure program through the Voluntary Clean-up Program (VCP). Under this program, the City would need to comply with environmental site investigation requirements. This would basically consist of developing a sampling program to evaluate if the lagoons have caused any impact to the environment. If the impacts are negligible or manageable, we intend to pursue closing the lagoons in-place as previously discussed. SIRS was receptive to the idea and will notify us if this can occur after they review WWTP case file and their guidelines.

**2. I&I Corrective Action Bid Documents (DKHNT036)**

Percent complete (engineering phase): 100%  
Percent complete (construction phase): 0%

Status: This project is out to bid. We received USDA approval of the bid documents on January 26, 2015. Bids will be opened on February 27, 2015.

**3. Dorman Street Sewer Improvements (DKHNT038)**

Percent complete (engineering phase): 100%  
Percent complete (construction phase): 0%

Status: This project is out to bid. We received USDA approval of the bid documents on February 5, 2015. Bids will be opened on February 27, 2015.

**4. 2015 Road Program**

Percent complete (engineering phase): 25%

Status: We have taken roadway measurements to develop cost estimates for road paving/repair in 2015. These roads include: Meadowood Lane (@Peck); Hanley Street (Reese to Mispillion); Center Street (ext.)(Benjamin to SR13); Mechanic Street (Dorman to Railroad Ave); and, Clukey Drive (@SR13). The extent of the actual limits of paving will depend on the available pool of funding. Once the road list is finalized, we will prepare bid documents for contractor procurement.

**CITY OF HARRINGTON  
MAINTENANCE BOND AND WARRANTY EXPIRATION  
TRACKING FOR COMPLETED CONSTRUCTION PROJECTS**

**1. 2013 Road Program – Dickerson Street, Simmons Street, Calvin Street, and Harrington Avenue (DKHNT031)**

Maintenance Bond/Warranty Expiration Date: August 14, 2016

Comments: An inspection will be conducted in July of 2016 for a recommendation of release of the maintenance bond.

**2. 2014 Road Program - Dixon Street, Mechanic Street, and Wolcott Street (DKHNT034)**

Maintenance Bond/Warranty Expiration Date: August 14, 2016

Comments: An inspection will be conducted in July of 2016 for a recommendation of release of the maintenance bond.