

Harrington Police Department

Monthly Report to
Mayor & City Council

“Making a Difference”

Norman R. Barlow - Chief of Police

Ruth K. Peterman – Police Resource Manager

Keith B. Shyers – Deputy Chief

E. Kenneth Brode – Lieutenant

Adam S. Gillespie – Sergeant

Joseph M. Perna – Sergeant

Sean A. Hudson – Corporal

Bradford E. Reed – Corporal

Byron Stubbs – Corporal/ SRO

Richard Baker – Corporal

Dustin Fraley – Patrolman

Shawn Jacobs – Patrolman

Lori Williams – Administrative Assistant

Pastor Guy Simpson – Chaplain

Pastor Ken Figgs – Chaplain

April 1st – 30th 2015

Respectfully Submitted:

Norman R. Barlow
Chief of Police

April 2015 meetings and activities;

4/6 City Council Meeting

4/7 Kent County Chiefs' Meeting

4/14 State Chiefs' Meeting

4/17 Meeting at the Fairgrounds

4/20 City Council Meeting

4/21 Firearms Training

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 which is scheduled for Friday June 5th.

Our new Speed Trailer is out at various locations around Harrington. There will be a schedule for it and it will cover the entire town.

Harrington Police Department

FY15

	SEU Amount Written	FICA Amount Paid	SEU Hours Worked	SEU Amount Paid	Number of Tickets Written	VAC Funds Rec.	Other Fines 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	\$22,488.72	\$818.80	\$23,287.52	\$10,523.43
December	\$16,736.25	\$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	\$20,879.00	\$617.61	223	\$8,073.28	390	\$19,213.80	\$1,432.20	\$20,646.00	\$0.00
March	\$15,883.50	\$448.76	165	\$5,866.20	276	\$18,684.13	\$1,842.50	\$20,506.63	\$20,463.04
April	\$20,103.75	\$555.45	203	\$7,260.80	316	\$23,667.85	\$2,725.70	\$26,393.55	\$14,190.78
May									
June									
TOTALS	\$211,928.75	\$6,095.65	2234	\$79,681.96	3558	\$243,708.52	\$15,091.85	\$258,800.37	\$171,852.64

Breakdown of Other Moneys Received
Mar-15

- Repairs \$175.00
- EIDE Grant \$2,000.00
- Sale of LESO items \$12,015.78
- \$14,190.78

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	276	36	387	142	6	15
March, 2015	261	46	287	109	3	9
April, 2015	261	44	315	119	1	21
May, 2015						
June, 2015						
TOTALS	2676	598	3280	1045	44	197

News Releases
April 2015

On April 1st the Harrington Police Department arrested Tammy L. Edgar 34, of the 200 Block of Lambert Dr. in Magnolia after she left her son at a McDonalds alone for several hours. While on patrol officers were called to the McDonalds on South DuPont Hwy. after employees saw a 13 year old child inside the restaurant for several hours by himself. Police arrived and contacted the child and during the course of the investigation police determined that Ms. Edgar dropped the child off at the McDonalds and then when to the Harrington Raceway and Casino. Officers went to the Casino and were able to locate Ms. Edgar after officers saw her trying to leave out a side door. She was taken into custody and transported to the Harrington Police Department. The child was uninjured and turned over to other family members. Police issued a Criminal Summons to Ms. Edgar charging her with Endangering the Welfare of a Child. She was released pending a future court appearance.

On April 2nd the Harrington Police Department arrested two 17 year old Harrington Juveniles after police locate Marijuana in a vehicle during a traffic stop. While on patrol police stopped a vehicle on Clark St. in the area of Simpson St. for a traffic violation. Officers were given consent to search the vehicle and during the ensuing search police located a small amount of Marijuana and Drug Paraphernalia in the vehicle. Both juveniles were taken into custody and transported to the Harrington Police Department for processing. Both of the juveniles were issued Criminal Summons for Possession of Marijuana with an Aggravating Factor and Possession of Drug Paraphernalia. In addition the driver of the vehicle, who was one of the juveniles, was charged with traffic offenses. Both were released to their parents pending future court appearances in Kent County Family Court.

On 4-9-15 the Harrington Police Department arrested Karl V. Bryfogle 54, of the 300 Block of Central Park Dr. in Harrington after police respond to a report of a domestic dispute. While on patrol police responded to the Valero in the 17000 Block of South DuPont Hwy. to contact victim. When police arrived they contacted the victim who reported to police that Mr. Bryfogle began following the victim to the Valero after the victim picked up their 12 year old child from Mr. Bryfogle's residence on Central Park Dr. Police also learned that Mr. Bryfogle was intoxicated when he was driving the child from a location in Lewes to Harrington prior to the child being picked up by the victim. A computer check revealed that there was an active Protection from Abuse Order in place through Kent County Family Court prohibiting Mr. Bryfogle from contacting the victim. Police obtained warrants for Mr. Bryfogle and he later turned himself into the Harrington Police Department. He was charged with Engangering the welfare of a child and violation of a protective order. He was processed and arraigned via video phone at Justice of the Peace Court 2 and was committed to the Sussex Correctional Institute in default of \$5,000 cash only bail.

On April 2nd the Harrington Police Department arrested Mason D. Ciccaglione-Acevedo 19, of the 400 Block of Killens Pond Rd. after police conduct a traffic stop. While on patrol police stopped a vehicle on Milford-Harrington Hwy. for a traffic violation. Police then contacted Mr. Ciccaglione-Acevedo who was operating the vehicle and police immediately smelled and odor of marijuana coming from the vehicle. Police conducted a vehicle search and while searching the vehicle located a small amount of Marijuana and Drug Paraphernalia. Mr. Ciccaglione-Acevedo was taken into custody without incident and transported to the Harrington Police Department for processing. Police issued Mr. Ciccaglione-Acevedo Criminal Summons for Possession of Marijuana, Possession of Drug Paraphernalia and several traffic offenses. He was released pending a future court appearance. A passenger in the vehicle was questioned by police but was released with no charges.

On April 12th the Harrington Police Department arrested Michael G. Carter 21, of the 5800 Block of Whiteleysburg Rd. in Harrington after police stopped his vehicle on South DuPont Hwy. for a traffic violation. While on patrol just after midnight police stopped a vehicle for a traffic violation. As the vehicle was pulling over police observed one of the occupants of the vehicle thrown and object out the window. After the vehicle stopped police located the item and found it to be a paper towel wrapped around 3 bags of Heroin. During the traffic stop the three occupants of the vehicle were detained and during the course of the investigation police determined that Mr. Carter, who was a passenger in the vehicle is the one who threw the drugs out the window. He was taken into custody without incident. The driver of the vehicle was issued a traffic summons for expired registration and released. The other passenger was not charged and released. Mr. Carter was transported to the Harrington Police Department for processing. He was charged with Possess or consume a controlled or counterfeit substance, hindering prosecution and possession of drug paraphernalia. He was arraigned via video phone at Justice of the Peace Court 7 and was released on \$1,000 unsecured bond.

On 4-1-15 the Harrington Police Department arrested Rachel M. Zerbe 36, of the 500 Block of Cow Marsh Creek Rd. in Camden after she sold fake gold bars to a local pawn shop. Detectives from the Harrington Police Department were contacted by the store owner who reported to police that on March 24th and 25th Ms. Zerbe came to the victim's pawn shop and sold what appeared to be gold bars to the victim. The victim later tested the items and determined the gold bars were fake. On 4-1-15 Ms. Zerbe attempted the pawn shop again and advised the owner that she had more gold bars she wanted to sell. Detectives were then contacted and detectives entered the store and waited for Ms. Zerbe to arrive. During the course of the investigation detectives determined that the owner paid out over \$16,000 to Ms. Zerbe for the fake gold. When she arrived she was taken into custody and police determined that she had more fake gold bars she was attempting to sell. She was transported to the Harrington Police Department for processing. She was charged with two counts of Theft by False Pretense over \$1,500 and one count of Attempted Theft by False Pretense over \$1,500. She was arraigned at Justice of the Peace Court 2 and was released on \$6,000

On 4-13-15 the Harrington Police Department arrested Wallace E. Sudler 38, of the first block of Barrats Chapel Rd. in Felton after officers found him to have numerous capias's during a traffic stop. While on patrol officers stopped a vehicle on South DuPont Hwy. in the area of Milford-Harrington Hwy. for a traffic violation. Police contacted Mr. Sudler, who was driving the vehicle. While conducting a computer check police determined that Mr. Sudler was driving with a suspended driver's license and Mr. Sudler had numerous capias's out of Justice of the Peace Court 6, Sussex County Court of Common Pleas, Kent County Court of Common Pleas and Kent County Superior Court. He was taken into custody without incident and transported to the Harrington Police Department for processing. He was issued traffic summons for driving with a suspended or revoked license and numerous other traffic charges. He was arraigned via video phone at Justice of the Peace Court 2 for his capias's and was committed to the Sussex Correctional Institute in default of \$500 secured bond and \$26,582 cash only bond.

On 4-13-15 the Harrington Police Department arrested La Shelah C. Smith 27, of the 100 Block of West Milby St. in Harrington after police investigate an assault complaint. The adult victim contacted the Harrington Police Department to report that she was assaulted at her Commerce St. residence by Ms. Smith. During the course of the investigation police determined that Ms. Smith went to the victim's residence after Ms. Smith learned that an item stolen from her in an unrelated incident was at the victim's residence. When Ms. Smith arrived she entered into the residence and confronted the victim and an argument ensued. During the argument Ms. Smith assaulted the victim. Police obtained warrants for Ms. Smith and she later turned herself into the Harrington Police Department. She was processed and arraigned via video phone at Justice of the Peace Court 2. She was charged with Burglary 2nd Degree and Offensive Touching. She was issued a \$7,400 unsecured bail and released pending a preliminary hearing at Kent County Court of Common Pleas.

On 4-13-15 the Harrington Police Department arrested La Shelah C. Smith 27, of the 100 Block of West Milby St. in Harrington after police investigate an assault complaint. The adult victim contacted the Harrington Police Department to report that she was assaulted at her Commerce St. residence by Ms. Smith. During the course of the investigation police determined that Ms. Smith went to the victim's residence after Ms. Smith learned that an item stolen from her in an unrelated incident was at the victim's residence. When Ms. Smith arrived she entered into the residence and confronted the victim and an argument ensued. During the argument Ms. Smith assaulted the victim. Police obtained warrants for Ms. Smith and she later turned herself into the Harrington Police Department. She was processed and arraigned via video phone at Justice of the Peace Court 2. She was charged with Burglary 2nd Degree and Offensive Touching. She was issued a \$7,400 unsecured bail and released pending a preliminary hearing at Kent County Court of Common Pleas.

On 4-21-15 the Harrington Police Department arrested Karen Johnson 33, of the 1600 Block of Madison Ave. in Harrington for assault and related charges. While on patrol police responded to a report of a domestic dispute in progress in the 1600 Block of Madison Ave. When police arrived they contacted the 51 year old victim who was suffering from facial injuries. During the course of the investigation police determined that the victim and Ms. Johnson were both in the residence when both parties became involved in an argument. During the argument Ms. Johnson assaulted the victim and threatened to kill the victim. The victim received non-life threatening injuries and was transported for a local hospital for treatment. Ms. Johnson was transported to the Harrington Police Department for processing. She was charged with Assault Second Degree, Strangulation, Reckless Endangering Second Degree, Terroristic Threatening and Offensive Touching. Ms. Johnson was arraigned via video phone at Justice of the Peace Court 2 and was committed to the Sussex Correctional Institute in default of \$15,000 secured bond.

On 4-17-15 the Harrington Police Department arrested Rebecca A. Hudson 50, of the first block of Commerce St. in Harrington after police investigate a theft complaint. On April 13th the victim in this case went to the Harrington Police Department about a theft that had occurred. The victim reported to police that she went to Ms. Hudson's residence to confront Ms. Hudson about her having some of the victim's stolen property. The victim reported that when she went to Ms. Hudson's residence she located some of her stolen medications consisting of several different medications. Police obtained a warrant for Ms. Hudson and she later turned herself into the Harrington Police Department. She was charged with one count of Acquire or Attempt to acquire or obtain possession of a controlled substance by theft. She was arraigned via video phone at Justice of the Peace Court 2 and was released on \$500 unsecured bond.

On April 26, 2015 the Harrington Police Department arrested Heriberto Ortega 22, of the 500 Block of West 3rd St. in Plainfield, NJ for possession of Marijuana and related charges. While on patrol officers stopped a vehicle on South DuPont Hwy. in the area of Shaw Ave. for a traffic violation. When officers contacted Mr. Ortega, who was operating the vehicle, officers immediately smelled and odor of marijuana coming from the vehicle. Officers conducted a vehicle search and while searching the vehicle police located a small amount of marijuana inside the vehicle. Mr. Ortega was taken into custody and transported to the Harrington Police Department for processing. Police issued Mr. Ortega criminal summons for Possession of Marijuana, Possession of Drug Paraphernalia and Speeding. He was released pending a future court appearance.

On April 24, 2015 the Harrington Police Department arrested Donnisa Daniels 25, of Milford and 15 year old Harrington Juvenile after police respond to a report of a fight in progress on Cozy Woods Ct. in Harrington. While on patrol police were dispatched to a report of a fight in progress outside of a residence on Cozy Woods Cr. When police arrived they contacted the 15 year old juvenile and determined that the juvenile and Ms. Daniels engaged in a fight in the street. Police were also told that Ms. Daniels fled into a residence prior to police arriving. Police searched the residence and located Ms. Daniels hiding in a closet and she was taken into custody. The 15 year old juvenile was also taken into custody. Both were transported to the Harrington Police Department for processing. The 15 year old juvenile and Ms. Daniels both suffered minor facial injuries. The 15 year old juvenile was issued criminal summons for Disorderly Conduct and Offensive Touching. She was released to the custody of her parents. Ms. Daniels was issued criminal summons for Disorderly Conduct, Offensive Touching, Resisting Arrest and Endangering the welfare of a child. She was also released pending a future court appearance.

On April 25, 2015 the Harrington Police Department arrested Lolita C. Seth 51, of the 2200 Block of Neal Rd. in Lincoln for Shoplifting. While on patrol police were called to the Family Dollar in the Liberty Plaza Shopping Center for a report of a shoplifting. When police arrived they contacted Ms. Seth was being detained by store employees. During the investigation police determined that while inside the store Ms. Seth concealed items and then attempted to leave the store without paying until she was confronted by store employees. Ms. Seth was transported to the Harrington Police Department and processed. She was issued a Criminal Summons for Shoplifting under \$1,500 and released pending a future court appearance.



Monthly Report for April 2015

City Hall/Finance:

- Completed April billing.
- Investigated solar power system.
- Met with DelDOT regarding Connections.
- Conducted budget meetings.
- Held departmental meeting.
- Attended State Benefits Office Open Enrollment seminar.
- Met with the Harrington Fire Department on their parking lot paving project.
- Reviewed bank proposals from PNC bank and WSFS. We are remaining with WSFS.

Planning/Code Enforcement:

- Worked on the Comprehensive Rezone.
- Attended Enforcing Floodplain Regulations training.
- Held 299 Clukey Drive Pre-development meeting.
- Met with owner of 217 and 219 West Street.
- Met with the new owner of Mid-way Plaza to discuss development.
- Began processing the application for Connections.

Public Works:

- Worked with DNREC on nine Notice of Intent to DNREC for debt refinancing and capital projects.
- Requested clarification from Kent Conservation on Tax Ditch issues.
- Alan Moore worked with RVB to eliminate 3 manhole replacements and approximately 130 linear feet of pipe replacement in the Dorman Street project. This will result in time reduction of the project and savings.

Library:

- Engineers and planner presented their rankings regarding their site selection matrix to the Library Site Selection Committee on April 13, 2015.

Parks and Recreation:



Monthly Report for April 2015

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
- Bid awarded to Tri-State Grouting on March 2, 2015.
- *Contract documents are being reviewed - April 2015.*

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.
- 1st 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 were reviewed by the Planner and Becker Morgan Engineering. The results will be presented to Site Selection Committee in April 2015 for action.
- *The engineers and planner presented their rankings to the Library Site Selection Committee on April 13, 2015.*

3. Delaware State Fair Contract/Case

- Max Walton approved to handle legal matters due to the conflict of interest with Schmittinger and Rodriquez.



Monthly Report for April 2015

- 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.
 - 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.
 - xvi. Judgment on Pleadings occurred on March 27, 2015 at 11am. The judge reserved his opinion on the case. We should be hearing from the judge in a few months regarding his decision.
 - xvii. *No decision has been made at this time – April 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.
- Introduction presentation is scheduled for March 16, 2015.
- The planner introduced the draft zoning document to Council on March 16, 2015.
- *Comment deadline is May 6, 2015.*

5. USDA Projects – Dorman Street

- Owner/Engineer agreements have been signed.
- Project is out to bid.
- Bid awarded to Reybold Construction on March 2, 2015.
- Met with the Lake Forest School District on March 26, 2015.



Monthly Report for April 2015

- Held preconstruction meeting with USDA, DeDOT, Kent Conservation, RVB on March 26, 2015.
- *Project construction has begun. To date the contractor has installed four new manholes on Calvin Street, Center Street and Dorman Street. The contractors are now working north on Dorman Street with the new sewer main. Center Street will be paved shortly. – April 2015*

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.
- No information has been received as of February 28, 2015.
- No information has been received as of March 31, 2015.
- *No information has been received from DNREC as of April 30, 2015.*

Range: First to Last
 Issue Date Range: 04/01/15 to 04/30/15 Expiration Date Range: First to 06/30/15
 Application Date Range: 04/01/15 to 04/30/15 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
 Activity Date Range: First to 04/30/15 Activity Type Range: First to Last
 Activity Status to Include: Open: Y Approved: Y Denied: Y 'SENT LETTER': Y Open with No Date: Y

App Id: 1519 Map/Parcel: 180.05-01-38.00-000 Prop Loc: 17568 S DUPONT HWY.BUS&RENTAL
 Issue Date: 04/07/15 Const Type: work Type: SIGN

Description: Current base plate and bolts are failing. Contractor will take down existing 6'x6' pole sign, dig new footer, direct bury existing sign pole in new footer. See application for more detail

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/07/15			Approved
BUILDING	PLAN RVW		04/06/15			Approved

App Id: 1520 Map/Parcel: 170.16-01-04.00-000 Prop Loc: 339 WEINER AVENUE
 Issue Date: 04/09/15 Const Type: work Type: SHED

Description: placement of shed

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/09/15			Approved

App Id: 1521 Map/Parcel: 179.08-02-45.00-000 Prop Loc: 219 HANLEY ST-EMPTY LOT
 Issue Date: 04/13/15 Const Type: work Type: BUILDING

Description: New Single Family Construction

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/13/15			Approved

App Id: 1522 Map/Parcel: 171.17-01-87.00-000 Prop Loc: 7250 MILFORD HARRINGTON #121
 Issue Date: 04/13/15 Const Type: Work Type: OTHER

Description: Install wireless Antenna

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/13/15			Approved

App Id: 1523 Map/Parcel: 179.08-03-19.02-000 Prop Loc: 310 S WEST ST
 Issue Date: 04/15/15 Const Type: work Type: SIGN

Description: Instal 2x3 sign

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/15/15			Approved

App Id: 1524 Map/Parcel: 180.05-01-30.00-000
Issue Date: 04/23/15 Const Type:

Prop Loc: 17448 S.DUPONT HWY.
Work Type: SHED

Description: Install 12x24 shed

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/23/15			Approved

App Id: 1525 Map/Parcel: 170.20-03-22.00-000
Issue Date: 04/23/15 Const Type:

Prop Loc: 105 FLEMING ST.
Work Type: DEMOLITION

Description: Demolition of Residence

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/23/15			Approved

App Id: 1527 Map/Parcel: 170.20-01-70.00-000
Issue Date: 04/28/15 Const Type:

Prop Loc: 101 WOLCOTT ST.(LOT)
Work Type: BUILDING

Description: New Construction

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/28/15			Approved

App Id: 1528 Map/Parcel: 170.20-04-30.00-000
Issue Date: 04/28/15 Const Type:

Prop Loc: 214-216 HARRINGTON AVE.
Work Type: SHED

Description: Install 8x8 Shed

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/28/15			Approved

App Id: 1529 Map/Parcel: 171.17-01-89.00-000
Issue Date: 04/28/15 Const Type:

Prop Loc: 1000 MIDWAY DRIVE
Work Type: SIGN

Description: Install new sign

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		04/28/15			Approved

App Id: 1530 Map/Parcel: 180.00-02-14.37-64A
Issue Date: 04/28/15 Const Type:

Prop Loc: 177 CENTRAL PARK DRIVE
Work Type: SHED

Description: Install 12x14 Shed

Activities:

<u>Building Code</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
BUILDING	PLAN RVW		04/28/15			Approved

App Id: 1531 Map/Parcel: 171.17-01-09.00-000
Issue Date: 04/30/15 Const Type:

Prop Loc: 515 SHAW AVE
Work Type: SIGN

Description: New sign and parking lot for new business.

Activities:

<u>Building Code</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
BUILDING	PLAN RVW		04/30/15			Approved

Range: First to Last
Violation Date Range: 04/01/15 to 04/30/15 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: First to 04/30/15 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: V3-00796 Map/Parcel: 180.05-01-05.00-000 Prop Loc: 10 DICKERSON STREET

Description: please clean up side and rear yard of debris.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/15/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		04/15/15	

Violation Id: V3-00797 Map/Parcel: 179.08-04-48.00-000 Prop Loc: 105 EAST ST

Description: please cut grass over 6 inches tall

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/23/15			
	SENT LETTER		04/23/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		04/23/15	

Violation Id: V3-00798 Map/Parcel: 179.08-04-52.00-000 Prop Loc: 113 EAST STREET

Description: please cut grass over 6 inches tall

5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/23/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		04/23/15	

Violation Id: V3-00799 Map/Parcel: 179.08-04-45.00-000 Prop Loc: 2 THORPE STREET

Description: please cut grass over 6 inches tall

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/23/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		04/23/15	

Violation Id: V3-00800 Map/Parcel: 170.19-01-18.00-000 Prop Loc: 114 W. MISPELLION ST.

Description: please cut grass over 6 inches tall

5/4/15 grass cut by owner.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00801 Map/Parcel: 170.19-01-17.00-000 Prop Loc: 116 W. MISPELLION ST.

Description: please cut grass over 6 inches high
5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00802 Map/Parcel: 179.08-06-16.00-000 Prop Loc: 47 CLARK STREET

Description: please cut grass over 6 inches high
5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00803 Map/Parcel: 170.20-05-42.00-000 Prop Loc: 42 CLARK ST.

Description: please cut grass over 6 inches high
5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00804 Map/Parcel: 170.20-03-33.00-000 Prop Loc: 1 W. LIBERTY STREET

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00805 Map/Parcel: 179.08-02-64.00-000 Prop Loc: 100 REESE AVENUE

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00806 Map/Parcel: 179.08-04-17.00-000 Prop Loc: 10 WARD STREET

Description: please clean-up rear yard and remove debris.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00807 Map/Parcel: 170.20-01-59.00-000 Prop Loc: 123 WOLCOTT STREET

Description: please cut grass over 6 inches high

5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/23/15			
			04/23/15			

Violation Id: v3-00808 Map/Parcel: 170.20-04-63.00-000 Prop Loc: 102 E LIBERTY STREET

Description: Please cut grass over 6 inches high

5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/24/15			
			04/24/15			

Violation Id: v3-00809 Map/Parcel: 179.08-02-55.00-000 Prop Loc: 5 E MILBY STREET

Description: please remove in-door furniture from front porch.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/24/15			
			04/24/15			

Violation Id: v3-00810 Map/Parcel: 170.20-03-49.00-000 Prop Loc: 7 W. CENTER STREET

Description: please cut grass over 6 inches high

5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/24/15			
		SENT LETTER	04/24/15			

Violation Id: v3-00811 Map/Parcel: 170.20-03-03.00-000 Prop Loc: 11 CENTER STREET

Description: please cut grass over 6 inches high.

5/4/15 grass cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/24/15			
		SENT LETTER	04/24/15			

Violation Id: v3-00812 Map/Parcel: 179.08-02-77.00-000 Prop Loc: 204 FRANKLIN ST

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/28/15			
		SENT LETTER	04/28/15			

Violation Id: v3-00813 Map/Parcel: 179.08-04-35.00-000 Prop Loc: 2 NEW STREET - LOT

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/28/15			
		SENT LETTER	04/28/15			

Violation Id: v3-00814 Map/Parcel: 170.20-05-60.00-000 Prop Loc: 32 CLARK ST.

Description: please cut grass over 6 inches high

5/6/15 Cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15			
		SENT LETTER	04/29/15			

Violation Id: v3-00815 Map/Parcel: 170.16-02-25.00-000 Prop Loc: 206 SIMMONS ST.

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
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PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15				
		SENT LETTER	04/29/15				

Violation Id: V3-00816 Map/Parcel: 170.16-02-85.00-000 Prop Loc: 412 SECOND AVENUE

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/29/15			
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			

Violation Id: V3-00817 Map/Parcel: 170.16-01-02.01-000 Prop Loc: 100 NORTH STREET

Description: please cut grass over 6 inches high

5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/29/15			
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			

Violation Id: V3-00818 Map/Parcel: 170.20-01-21.00-000 Prop Loc: 106 GRANT STREET

Description: please cut grass over 6 inches high

5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/29/15			
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			

Violation Id: V3-00819 Map/Parcel: 170.20-01-40.00-000 Prop Loc: 107 GRANT STREET

Description: please cut grass over 6 inches high

5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		04/29/15			
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			

Violation Id: V3-00820 Map/Parcel: 170.20-01-48.00-000 Prop Loc: 102 WOLCOTT STREET

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
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PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15
		SENT LETTER	04/29/15

Violation Id: V3-00821 Map/Parcel: 170.20-01-83.00-000 Prop Loc: 126 MECHANIC ST.

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			
			04/29/15			

Violation Id: V3-00822 Map/Parcel: 170.20-01-79.00-000 Prop Loc: 118 MECHANIC STREET

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			
			04/29/15			

Violation Id: V3-00823 Map/Parcel: 170.20-01-77.00-000 Prop Loc: 114 MECHANIC STREET

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			
			04/29/15			

Violation Id: V3-00824 Map/Parcel: 170.20-02-56.00-000 Prop Loc: 9 HIGH STREET

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		04/29/15			
			04/29/15			
			04/29/15			

Violation Id: V3-00825 Map/Parcel: 170.20-02-65.00-000 Prop Loc: 12 W MISPELLION ST.

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15			
		SENT LETTER	04/29/15			

Violation Id: v3-00826 Map/Parcel: 179.07-01-51.00-000 Prop Loc: 209 S WEST STREET

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15			
		SENT LETTER	04/29/15			

Violation Id: v3-00827 Map/Parcel: 179.08-02-34.01-000 Prop Loc: 222 COMMERCE STREET

Description: please cut grass over 6 inches high

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15			
		SENT LETTER	04/29/15			

Violation Id: v3-00828 Map/Parcel: 179.08-01-53.00-000 Prop Loc: 2 & 4 E. MILBY ST.

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15			
		SENT LETTER	04/29/15			

Violation Id: v3-00829 Map/Parcel: 170.20-04-14.00-000 Prop Loc: 211 DELAWARE AVENUE

Description: please cut grass over 6 inches high
5/6/15 cut by owner

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER	04/29/15			
		SENT LETTER	04/29/15			

Violation Id: v3-00830 Map/Parcel: 179.08-04-23.00-000 Prop Loc: EAST STREET LOT

Description: please cut grass over 6 inches high

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	SENT LETTER		04/29/15			
		SENT LETTER		04/29/15			

April 2015 Activities Report for Kelly Blanchies, Clerk of Council

Meetings Attended:

- April 14, 2015 City Council Workshop and Special Meeting
- April 20, 2015 City Council Meeting
- April 22, 2015 Departmental Meeting
- April 28, 2015 City Council Workshop

Projects:

- Zoning Code Rewrite
 - o Logged comments on draft
- Comprehensive Rezoning
 - o Researched names and mailing addresses for parcels
 - o Drafted letter, mailed certified letters, matched return receipts with letters
 - o Took calls/walk-in questions – answered questions, emailed questions to City Planner, followed up with and scheduled meetings with property owners
- 2015 Municipal Election
 - o Reviewed registered voter list for correct districts
 - o Processed affidavits for absentee ballots
 - o Mailed/received absentee ballots

Ordinances & Resolutions:

- Prepared Resolutions 15-R-02, 15-R-03, & 15-R-04
- Prepared Ordinance 15-04

Tasks:

- Prepared minutes for:
 - o March 2, 2015 City Council Meeting
 - o March 16, 2015 City Council Meeting
- Prepared and posted agendas for:
 - o April 13, 2015 Library Site Selection Committee Meeting
 - o April 14, 2015 City Council Workshop
 - o April 14, 2015 Special Meeting
 - o April 20, 2015 City Council Meeting
 - o April 28, 2015 City Council Workshop
- Prepared and posted packets for:
 - o April 14, 2015 City Council Workshop & Special Meeting
 - o April 20, 2015 City Council Meeting
- Updated messages on electronic sign
 - o Added messages: kindergarten registration, Mothers' Day, May 11, 13, 18, & 20 meetings, Memorial Day, offices closed
 - o Deleted messages: egg hunt, Easter, offices closed, April 13, 14, 20 meetings, library week, football and cheer sign ups, community garden
- Updated website
 - o Added posts: kindergarten registration, transfer tax, comprehensive rezone,
 - o Added adopted minutes, ordinances, resolutions, proclamation
 - o Deleted posts: egg hunt
- Closed the cash register 3 days a week
- Attended municipal clerks' classes
- Prepared and posted notice for additions to tax bills
- Prepared and posted notice for I & I repairs funding

City of Harrington

Department Of Public Works

DATE: April 30, 2015

FR: Alan Moore, Public Works Supervisor

*TO: Mayor and Council
City of Harrington*

*RE: Public Works Department
Monthly Report
April 1, through April 30, 2015*

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



David Alan Moore Sr.

Date: 5/11/2015

After Hours on Call Report

Date	Responsible Individual	Contacts
April 6, 2015	Richard Clough	2
April 13, 2015	Leroy Lahman	0
April 20, 2015	Glenn Hayman	2
April 27, 2015	Dennis Trader	3

Water Department

Turn On (# of Times)	Turn Off (# of Times)
12	15

Miscellaneous Calls	This Month	Last Month
Number of Water Related Calls	7	2
Brown Water Related Calls	4	3
Total Calls	3	5

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

Monthly & Daily Water Usage Totals	April 2015	April 2014
Monthly Totals	9,393,000	10,345,000
Daily Average	313,000	344,000

Water Leaks	Location	Work Order Date	Completion Date
1" Service Line	122 Grant St.	4/24/15	4/27/15
2" Water Main	US 13 North Bound	4/27/15	4/29/15

Well Status			
Well	# Of Gallons April 2015	# Of Gallons April 2014	Difference 2015 vs 2014
#1	Operational - Emergency Use Only	Operational - Emergency Use Only	Operational - Emergency Use Only
#2	793,000	927,000	-134,000
#3	3,963,000	3,828,000	+135,000
#4	4,637,000	5,590,000	-953,000
Total	9,393,000	10,345,000	-952,000

Sanitary Sewer Department

Sewer Issues on Property Owners		
Date	Address Of The Property With The Sewer Issue	Property Contacted Or Door Tagged
4/2/15	1 Reese Ave.	Contacted
4/8/15	203 E. Liberty St.	Contacted
4/17/15	102 E Liberty St.	Contacted
4/21/15	2 Ward St.	Contacted
4/29/15	119 W. Milby St.	Jetted/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.

Issues on City of Harrington		
Date	Address Of Sewer Issue	Plunged/Jetted
4/3/15	12 Reese Ave.	Plunged
4/7/15	302 Second Ave.	Plunged
4/12/15	102 S. West St.	Plunged
4/13/15	2 Ward St.	Plunged
4/16/15	320 Weiner Ave.	Plunged
4/19/15	110 Center St.	Plunged
4/20/15	120 Grant St.	Plunged/Jetted
4/22/15	51 Clark St.	Plunged
4/26/15	140 Delaware Ave.	Plunged
4/30/15	105 Wolcott St.	Plunged

Street Maintenance

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

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	7
Police	10
Community Center	2
Waste Water Treatment Plant	4
Parks & Recreation	3
Public Works	14

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 pull pump # 1 cleaned it out and reset it in the wet well at Messicks Station.
- Public Works had to pull the number #2 Pump twice to clean it out and reset them in the wet well at the Farmington Station.
- Public Works had a high leave warning called in by the Kent County. We had to reset the low level float in the wet well at Smith St. Station.
- Public Works had to pull the number #1 pumps at Messicks Station and clean it out and reset the pumps in the wet wall.
- Public Works had to pull the number# 2 pump at Clarks Corner Station and clean it out and rest it in the wet well.
- Used the Vac/Con Truck and cleaned out the pump station on Mispillion st,

Street Black Topping

- Public Works getting Bids on Meadawood 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.

Dorman Street Sewer Project

- The contractor has the two new man holes set at Calvin St and Center St.
- They have the new man hole set at Dorman St. and Center St. and the new main between the two man holes.
- Now they have started north on Dorman St. with the new main.
- They are talking about getting Center St. black topped from Calvin St. to Dorman St.

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.

Date: May 5, 2015
To: Mayor and Council
City of Harrington
From: Christine Hayward – Library Director
RE: Work Report – Harrington Public Library - Month of April 2015

Circulation Usage		
Item	Number	Comments
Visitors/Users	3242	During the month
Items checked out	2843	All items checked-out during the month
Items returned	2592	All items returned during the month
Items overdue	158	Items listed as overdue at any time during the month.
Misc. Income	\$500.	WalMart Literacy Grant for Programs Collected During the Month
Fines & Fees	\$467	
E-Book and E-Audiobook	281	Total checked-out during the month
Computer Use:		
Other Reference questions requiring staff assistance.	Total Public Access Use For the month - Individual logins: 596	< Total is for Public Access Computer Use.
	Wireless Users: - 131	< Total is for patrons using WIFI with their own devices – laptops, Ipads etc.
	Computer help including Ebooks: 181	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
	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.	Totals include patrons who attend the Job Center or the weekly Basic Computer Class.
	Total reference transactions tracked by Dewey number for the month: 419	Total reference including, directional , account related, Library Policy or other assistance – not tracked by Dewey number: includes Total virtual reference (by Email, phone, IM, Text)
		Total combined reference in person or virtual: 419

Harrington Public Library Programs for the month of April 2015		
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Name	Date	Attendance
Story Time	April 1,8,15,22,29	Children 23 adults 16
Lego Build It Club	April 7,21	Children 6 + 6 adults
Job Center	April 10,17,24	
Computer Class	April 8/15/22/29	Adults 10
Book Discussion	April 16	9 adults + 3 Teens
Program: Make a Date with Dinosaurs	April 11	5 children + 7 Adults
Reading to the Dogs	April 9	2 Children 2 Adults
Story Time	April 1, 8, 15,22,29	23 Children + 16 Adults
Lego Build It Night	April 7, 21	6 Children + 6 Adults
Lake Forest South Elementary Kindergarten Library Tours	April 15 + 16	121 Children +12 Adults
Program: The Late Great Easter Egg Hunt For the Teen Advisory Group	April 18	5 Teens

Kelly Blanchies

From: Marleena Young <Marleena.Young@lib.de.us>
Sent: Wednesday, May 06, 2015 4:10 PM
To: Christine Hayward
Subject: Events

Computer Class

Monday, June 1st @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

LEGO Builder's Club

Tuesday, June 2nd @ 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 1st through 5th grade, and a parent guardian must remain with the child participating. Space is limited, sign up today!

Storytime-Summer Reading Club

Wednesday, June 3rd @ 10:45 am—Storytime every Wednesday. This program is geared towards pre-school age children and below. Each week we will read new stories and make fun crafts. If you have a group larger than 10, please sign up in advance.

Computer Class

Monday, June 8th @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Storytime-Father's Day

Wednesday, June 10th @ 10:45 am—Storytime every Wednesday. This program is geared towards pre-school age children and below. Each week we will read new stories and make fun crafts. If you have a group larger than 10, please sign up in advance.

Family Fun Night and Reading to the Dogs

Thursday, June 11th @ 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!

Job Center

Friday, June 12th @ 1:00 pm—Come visit our Job Center Professional anytime from 1:00 pm to 4:00 pm to learn how to put together a resume, cover letter, or if you have any other job related questions. No sign up necessary.

Computer Class

Monday, June 15th @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Summer Reading Challenge

Monday, June 15th—Sign up for the Summer Reading. We have a reading challenge for every age. This year we are offering backpacks for the first 100 children who meet their goals and gift cards for teens who finish their challenges. Every adult who participates will receive a goody bag! Sign up anytime from June 15th to the end of July.

LEGO Builder's Club

Tuesday, June 16th @ 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 1st through 5th grade, and a parent guardian must remain with the child participating. Space is limited, sign up today!

Book Talk

Thursday, June 18th @ 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.

Job Center

Friday, June 19th @ 1:00 pm—Come visit our Job Center Professional anytime from 1:00 pm to 4:00 pm to learn how to put together a resume, cover letter, or if you have any other job related questions. No sign up necessary.

Computer Class

Monday, June 22nd @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Close to the Vest & Under the Skirt Tour of the Civil War

Tuesday, June 23rd @ 6:00 pm— Characters Charles and Josephine from the 1860s reveal the many layers and accessories that created the fashionable look for the elegant mid-Victorian lady and gentleman. Josephine, who appears tastefully dressed in her underpinnings, introduces Charles who appears in trousers, shirt and braces. Charles shows examples of the types of underclothing worn by men along with beautiful examples of vests, cravats and coats. The program continues with Josephine, who explains the historical context of each piece of her underpinnings and continues to narrate as Charles proceeds to dress her in the many layers it took to create the silhouette of the times.

Storytime-Zoos

Wednesday, June 24th @ 10:45 am—Storytime every Wednesday. This program is geared towards pre-school age children and below. Each week we will read new stories and make fun crafts. If you have a group larger than 10, please sign up in advance.

Tom Crowl (Puppeteer/Ventriloquist)

Thursday, June 25th @ 6:00 pm. Come watch the talented Tom Crowl and his crew of puppets as they delight and entertain audiences of all ages. Please sign up in advance at 302-398-4647.

Job Center

Friday, June 26th @ 1:00 pm—Come visit our Job Center Professional anytime from 1:00 pm to 4:00 pm to learn how to put together a resume, cover letter, or if you have any other job related questions. No sign up necessary.

Computer Class

Monday, June 29th @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Tuesday, June 30th @ 6:00 pm—Attend a Comic Book Workshop with PLB Comics, and learn how to draw comics! This program is only open to children age 10 and up, please sign up in advance!

Date: 4/30/2015
 To: Mayor and Council
 City of Harrington
 RE: Parks & Recreation April Report 2015

Program	Participants	Teams or Units	Comments
Dance	40	10	Dance Classes are ongoing. The Recital is June 13 th .
SPCA			Harrington Parks & Recreation Center is a location where you can donate wanted items to the first State Animal Center and Kent County SPCA.
Adult Fitness	115	N/A	Current number of adults registered to use the facility during the day. The annual membership will be \$50/person or \$75/family or couple.
Tennis	N/A	N/A	Registrations are currently ongoing through May.
Pop Warner Football	41	3	Registrations are ongoing through the middle of July 2015. This reflects the number of registrations in April.
Pop Warner Cheer	51	3	Registrations are ongoing through the middle of July 2015. This reflects the number of registrations in April.
Cheernastics	59	2	This program began on April 13, 2015.
Basic Tumbling & Gymnastics	12	N/A	This program began on April 1, 2015.
Ladies Fit Class	12-15	N/A	Classes are on Thursday and Saturdays. This class is proving very successful with requests for additional days. The instructor may add another class after the dance recital in June.
Golf Tournament	N/A	N/A	The Annual Golf Tournament is scheduled for May 15, 2015. Registration began on January 6, 2015 and runs through May 8, 2015.
Heritage Day	N/A	N/A	Heritage Day is scheduled for August 29, 2015. Registrations began on January 6, 2015.
Community Garden			Work began in April for the garden. Planting will be in May.

Web Site = 997 visits and 3,088 page views

Recreation Center			
Days	Hours	Usage for the Month	Number of Participants
Mon –Thurs Fri	8am-4pm 8am-12pm	Adult Fitness	449 visits
Mon-Thurs	5:30pm-7:45pm	Dances Classes	40
Mon-Thurs	1:30pm-3:45pm	Basketball	100 visits

Bill Falasco

Bill Falasco, Recreation Director

Harrington Fire Company, Inc.
EMERGENCY MEDICAL SERVICE

20 Clark Street
Harrington, DE 19952

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

May 4, 2015

Harrington City Council:

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

Total Responses for the Month	125
Total Responses in City Limits	72
Total Responses out of City Limits	53
Men In Service	251
Hours In Service	128 hours 54 minutes
Manhours in Service	258 hours 24 minutes

Respectfully Submitted,

Rob Taylor
EMS Secretary

Kelly Blanchies

From: Pfeil, Debbie <debbie.pfeil@aecom.com>
Sent: Thursday, May 14, 2015 4:20 PM
To: Kelly Blanchies
Cc: Teresa Tieman
Subject: Re: Monthly Report Reminder

No, I will have to get it to you Monday to place in front of them at the meeting.

Debbie

Sent from my iPhone

On May 14, 2015, at 4:16 PM, "Kelly Blanchies" <kblanchies@cityofharrington.com> wrote:

Debbie, do you have a monthly report?

Kelly Blanchies

Clerk of Council
City of Harrington
106 Dorman St.
Harrington, DE 19952
(302) 398-4476
kblanchies@cityofharrington.com

From: Kelly Blanchies
Sent: Wednesday, May 13, 2015 10:45 AM
To: Alan Moore; 'Chris Fazio'; Dean Gary; 'Debbie Pfeil'; Teresa Tieman; 'Tom Wilkes'
Subject: RE: Monthly Report Reminder

Please get me your reports ASAP.

Kelly Blanchies

Clerk of Council
City of Harrington
106 Dorman St.
Harrington, DE 19952
(302) 398-4476
kblanchies@cityofharrington.com

From: Kelly Blanchies
Sent: Tuesday, May 05, 2015 9:11 AM
To: Alan Moore; Carl Klotz; 'Chris Fazio'; 'Christine Hayward (Christine.Hayward@lib.de.us)'; Dean Gary; 'Debbie Pfeil'; 'Norman Barlow'; 'Ruth Peterman'; Teresa Tieman; 'Tom Wilkes'
Subject: Monthly Report Reminder

Please have monthly reports to me by 9 am on Wednesday, May 13. Thanks.

MEMORANDUM

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

SENIOR ASSOCIATES
John J. Cantwell, PE, PP, CME
Alan Dittenhofer, 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 Wendall Bibbs, PE, CME
Marc DeBlasio, PE, PP, CME
Leonard A. Fariola, PE, CME
Christopher J. Fazio, PE, CME
Kenneth C. Ressler, PE, CME
Gregory J. Sullivan, PE, PP, CME

**Remington &
Vernick Engineers**
232 Kings Highway East
Haddonfield, NJ 08033
(856) 795-9595
(856) 795-1882 (fax)

15-33 Halsted Street, Suite 204
East Orange, NJ 07018
(973) 323-3065
(973) 323-3068 (fax)

**Remington, Vernick
& Vena Engineers**
9 Allen Street
Toms River, NJ 08753
(732) 286-9220
(732) 505-8416 (fax)

3 Jocama Boulevard, Suite 2
Old Bridge, NJ 08857
(732) 955-8000
(732) 591-2815 (fax)

**Remington, Vernick
& Walberg Engineers**
845 North Main Street
Pleasantville, NJ 08232
(609) 645-7110
(609) 645-7076 (fax)

4507 New Jersey Avenue
Wiltwood City, NJ 08260
(609) 522-5150
(609) 522-5313 (fax)

**Remington, Vernick
& Beach Engineers**
922 Fayette Street
Counshohocken, PA 19428
(610) 940-1050
(610) 940-1161 (fax)

5010 East Thimble Road, Suite 203
Mechanicburg, PA 17050
(717) 798-1775
(717) 786-0232 (fax)

U.S. Steel Tower
600 Grant Street, Suite 1251
Pittsburgh, PA 15219
(412) 263-2200
(412) 269-2210 (fax)

Univ. Office Plaza, Bellevue Building
262 Chapman Road, Suite 105
Newark, DE 19702
(302) 266-0212
(302) 266-6208 (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: May 13, 2015

Re: City of Harrington
Project Update
Our File# DKHNT039

Enclosed please find the May 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
MAY 2015
CITY OF HARRINGTON
CAPITAL PROJECT UPDATE**

1. Lagoon Closure Project

Status: *Nothing new to report this month.* 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 (construction phase): 10%

Status: Bids were opened on February 27, 2015. Tri-State Grouting was awarded the project. Contract submittals are being reviewed by USDA.

3. Dorman Street Sewer Improvements (DKHNT038)

Percent complete (construction phase): 40%

Status: Bids were opened on February 27, 2015. Reybold Construction was awarded the project. Work started on April 20, 2015. Works hours are 4pm to 2 am Monday through Thursday.

4. 2015 Road Program

Percent complete (engineering phase): 80%

Status: Cost estimates were prepared for road paving in 2015: 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.