

# Harrington Police Department

Monthly Report to  
Mayor & City Council

## “Making a Difference”

Norman R. Barlow - Chief of Police	Byron Stubbs – Corporal/ 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	Carl Klotz - Patrolman
Joseph M. Perna – Sergeant	Lori Williams – Administrative Assistant
Sean A. Hudson – Corporal	Pastor Guy Simpson - Chaplain
Bradford E. Reed – Corporal	Pastor Ken Figs - Chaplain

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

Respectfully Submitted:

Norman R. Barlow  
Chief of Police

### July 2015 meetings and activities;

- 7/6 – Council workshop
- 7/15 – Kent Com Meeting
- 7/20 – Council Meeting
- 7/21 – Attended lunch at the Harrington Senior Center
- 7/23 – Meeting at the fair reference Delaware Junction
- 7/24 – Delaware State Fair meeting
- 7/30 – Attended pig kissing event at the fair
- 7/31 – lunch meeting with Mr. Pepper and City Manager

### HPD updates and happenings.

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

Our new Speed Trailer is out at various locations around Harrington.

We will be showing the movie “Despicable Me” on Saturday, August 29<sup>th</sup> at Dusk.

Harrington Police Department

FY16

	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	\$42,622.25	\$1,020.04	374	\$13,333.83	631	\$31,724.93	\$2,459.27	\$34,184.20	\$19,709.00
August									
September									
October									
November									
December									
January									
February									
March									
April									
May									
June									
<b>TOTALS</b>	<b>\$42,622.25</b>	<b>\$1,020.04</b>	<b>374</b>	<b>\$13,333.83</b>	<b>631</b>	<b>\$31,724.93</b>	<b>\$2,459.27</b>	<b>\$34,184.20</b>	<b>\$19,709.00</b>

Breakdown of Other Moneys Received  
Jul-15

Reports	\$125.00
Highway Safety	\$600.00
SLEAF	\$18,984.00
	\$19,709.00

# Harrington Police Department Patrol Stats FY 16

	Complaints Received	Criminal Arrest	On Duty Traffic Arrest	Traffic Warnings	DUI Arrest	Local Fugitives
July, 2015	287	112	537	129	8	9
August, 2015						
September, 2015						
October, 2015						
November, 2015						
December, 2015						
January, 2016						
February, 2016						
March, 2016						
April, 2016						
May, 2016						
June, 2016						
<b>TOTALS</b>	<b>287</b>	<b>112</b>	<b>537</b>	<b>129</b>	<b>8</b>	<b>9</b>

News Releases  
July 2015

On 7-1-15 the Harrington Police Department arrested Brittny L. Lambertson 21, of the 2500 Block of Central Church Rd. in Dover after police found drugs in her vehicle. While on patrol at 12:45 am police stopped a vehicle on South Dupont Hwy. for a traffic violation. Police then contacted Ms. Lambertson, who was identified as the driver and immediately smelled an odor of marijuana in the vehicle. A computer check on Ms. Lambertson's license confirmed that her driver's license was expired. Police then were given consent to search the vehicle and while searching the vehicle police located a small amount of marijuana, three bags of Heroin and drug paraphernalia. Ms. Lambertson was taken into custody and transported to the Harrington Police Department for processing. She was charged with Possession of a Controlled substance, possession of marijuana with an aggravating factor, possession of drug paraphernalia, driving with an expired license and other traffic violations. She was arraigned via video phone at Justice of the Peace Court 7 and was released on \$1,110 unsecured bond.

The Harrington Police arrested Benjamin Wilson, 33 of Smyrna, for DUI and other traffic offenses. Mr. Wilson was stopped for a head light out on US. Rt. 13 in the area of Porter St. The Harrington officer detected an odor of an alcoholic beverage coming from Mr. Wilson and proceeded to do field test. Mr. Wilson was later transported to the Harrington Police Department for the intoxilyzer test, where he blew above a .08. Mr. Wilson was issued a traffic summons and later released to a sober individual pending a future court date.

The Harrington Police arrested Randolph Seeney, 30 of Salisbury, MD, for DUI and speeding. Mr. Seeney was stopped for speeding on US. Rt. 13 in the area of Porter St. The Harrington officer detected an odor of an alcoholic beverage coming from Mr. Seeney and proceeded to do field test. Mr. Seeney was later transported to the Harrington Police Department for the intoxilyzer test, where he blew above a .08. Mr. Seeney was issued a traffic summons and later released to a sober individual pending a future court date.

The Harrington Police arrested Richard Wilson, 61 of Harrington, for DUI and disregard traffic control device. Mr. Wilson was stopped for disregarding a traffic control device on US. Rt. 13 in the area of Libery St. The Harrington officer detected an odor of an alcoholic beverage coming from Mr. Wilson and proceeded to do field test. Mr. Wilson was later transported to the Harrington Police Department for the intoxilyzer test, where he blew above a .08. Mr. Wilson was issued a traffic summons and later released to a sober individual pending a future court date.

On 7-6-15 the Harrington Police Department arrested Crystal M. Crow 26, of the 200 Block of Delaware Ave. Police were called to the 200 Block of Delaware Ave. for a theft complaint. Officers contacted the victim who reported to police that an unknown suspect stole electronics and music equipment from his residence. During the course of the investigation police were able to determine that Ms. Crow took the items and pawned the items at a pawn shop in Dover. Police obtained warrants for her and then took her into custody at her residence. She was transported to the Harrington Police Department and she was charged with four counts of Theft under \$1,500 and three counts of Theft by False Pretense under \$1,500. She was arraigned via video phone at Justice of the Peace Court 7 and was released on \$3,500 unsecured bond.

On July 7, 2015 the Harrington Police Department arrested Joel R. Wheeler 19, of the 12000 Block of Beach Highway in Greenwood for violating a court order. While on patrol police were called to the 200 Block of Messicks Rd. for a report of a person violating a court order. When police arrived they contacted the victim who reported to police that Mr. Wheeler had been parked by her residence but he was prohibited from contacting her or being within 100 feet of her residence. Police determined there was an active no-contact order between the victim and Mr. Wheeler stemming from a previous incident. Police obtained a warrant for Mr. Wheeler and he later turned himself into the Harrington Police Department and was processed. He was charged with one count of Breach of Release and arraigned via video phone at Justice of the Peace Court 7 and was released on \$100 unsecured bond.

On July 10<sup>th</sup> police on patrol responded to a residence in the first block of Commerce St. in Harrington after police were called for a report of a terroristic threatening. When police arrived at the residence they contacted the victim who reported to police that Pabnesia Zachery 28, of the 200 Block of Allen Way in Milford threatened to do bodily harm to the victim and the victim fearing for her safety reported it to police. After officers conducted the investigation police obtained a warrant for Ms. Zachery. On July 15, 2015 she was taken into custody by an officer

from Capital Police Department at a location in Camden. Ms. Zachery was then turned over to the Harrington Police Department. She was charged with one count of Terroristic Threatening and after being processed she was arraigned via video phone at Justice of the Peace Court 2. She was released on \$1,000 unsecured bond.

On July 19<sup>th</sup> the Harrington Police Department arrested Hexag Franois 40, of the 7400 Block of Ricksway Rd. in Baltimore, Maryland after police find him to be driving under the influence. While on patrol at 12:40 am police observed a vehicle traveling the wrong way on South Dupont Hwy. and stopped the vehicle. Police then contacted the driver of the vehicle, identified at Mr. Franois and police immediately smelled an odor of alcohol coming from the vehicle. Police then administered standard field sobriety tests and after completing the tests Mr. Franois was taken into custody. While searching Mr. Franois police located a large fold up knife in his pocket. While conducting a vehicle search police located a small amount of marijuana in the vehicle along with drug paraphernalia. Police also seized over \$1,900 in suspected drug money. Mr. Franois was transported to the Harrington Police Department for processing. He was charged with Driving under the influence of Alcohol, Carrying a concealed dangerous instrument, possession of Marijuana with an aggravating factor, possession of drug paraphernalia and driving the wrong way on a one way road. He was then transported to Justice of the Peace Court 3 for arraignment and then was committed to the Sussex Correctional Institute after failing to post bond.

On July 17<sup>th</sup> the Harrington Police Department arrested Keith E. Saylor 37, of the 100 Block of Mechanic St. after a domestic dispute. While on patrol at 8:25 pm police responded to the 100 Block of Mechanic St. for a report of a domestic dispute in progress. When police arrived on scene they located the adult female victim in the residence with a facial injuries and a large laceration to the back of the victim's head. Police also located a large amount of blood throughout the residence. Police also found Mr. Saylor attempting to give the victim first aid. During the course of the investigation police determined that Mr. Saylor and the victim were involved in an argument while inside the residence. Police also determined that during the argument Mr. Saylor assaulted the victim causing the victim to suffer a swollen eye and large laceration to the back of the victim's head. There was also a child in the residence during the time of the altercation. The victim was transported to a local hospital to receive treatment for the injuries. Mr. Saylor was taken into custody and transported to the Harrington Police Department. He was charged with Assault First Degree, Reckless Endangering Second Degree and Endangering the Welfare of a Child. After being processed he was transported to Justice of the Peace Court 3 for arraignment and then committed to the Sussex Correctional Institute in default of \$22,000 cash only bail.

On 7-20-15 the Harrington Police Department arrested Daphney Blanchard 36, of Clarks Corner Apartments in Harrington. On July 12<sup>th</sup> while on patrol officers were advised to respond to the Harrington Police Department in reference to a report of a violation of a court order. Police arrived and contacted the victim who reported to police that Ms. Blanchard violated a court order. Police determined that the victim had a Domestic Violence Protective Order against Ms. Blanchard prohibiting Ms. Blanchard from contacting the victim or being at the victim's residence. This order was from a previous incident involving the victim and Ms. Blanchard. Police learned that Ms. Blanchard arrived at the victim's residence violating the order. Police attempted to locate her but were unsuccessful. Police obtained a warrant for her and on July 20<sup>th</sup> she turned herself into the Harrington Police Department. She was charged with one count of Criminal Contempt of a Domestic Violence Protective Order. She was arraigned via video phone at Justice of the Peace Court 2 and was released on \$1,000 unsecured bond.

On July 27, 2015 the Harrington Police Department arrested Brandon C. Hollingsworth 37, of the 1100 Block of Market St. in Girdletree, MD for Driving under the influence and related charges. While on patrol police stopped a vehicle on Liberty St. in the area of Delaware Ave. for a traffic violation. Police contacted Mr. Hollingsworth and smelled an odor of alcohol coming from the vehicle. Police administered standard field sobriety tests and after taking the tests he was taken into custody. He was transported to the Harrington Police Department for processing. Mr. Hollingsworth was charged with Driving under the influence of Alcohol, Driving without a valid license, failure to signal turn and failure to remain in a single lane. He was released pending a future court appearance in Justice of the Peace Court 7.

On 7-29-15 the Harrington Police Department arrested Ashley N. Graham 19, of the first block of Crenshaw Ct. in Middletown after police conduct a traffic stop. While on patrol police stopped a vehicle on South DuPont Hwy. in the area of Shaw Ave. after police found the registered owner of the vehicle to be wanted. Police then contacted Ms. Graham, who police identified as the driver and conducted a computer check and confirmed she was wanted out of Sussex County Family Court and Justice of the Peace Court 11. She was taken into custody and police conducted a vehicle search. While searching the vehicle police located a small amount of marijuana and drug paraphernalia.

She was transported to the Harrington Police Department for processing. She was issued a criminal summons for possession of marijuana with an aggravating factor and possession of drug paraphernalia. She was arraigned via video phone at Justice of the Peace Court 7 on her capias and was released on \$500 unsecured bond.

On 7-29-15 the Harrington Police Department arrested April L. Steagall 50, of the 300 Block of Messicks Rd. after she kept making repeated 911 calls. Police responded to the residence initially after Ms. Steagall called police about a property dispute with her roommate. Police responded and contacted parties involved in the complaint. After leaving the residence police were called back to the residence approximately one hour later after Ms. Steagall called the police again now reporting there were disorderly subjects in her residence. Police responded back for a second time and determined there were no disorderly subjects in the residence and Ms. Steagall had no legitimate reason to call 911. Police then warned Ms. Steagall that if she called 911 again without a crime being committed then she would be arrested. The police left the residence a second time and a short time later were called back after Ms. Steagall call 911 for a third time. Police responded back to the residence and took Ms. Steagall into custody and transported her to the Harrington Police Department for processing. She was charged with one count of Malicious Interference with Emergency Communications. She was arraigned via video phone at Justice of the Peace Court 7 and was released on \$500 unsecured bond.

On 7-31-15 the Harrington Police Department arrested Robert A. Wix 26, of the 300 Block of Rachel Dr. in Harrington after police investigate a theft complaint. Police were contacted by the 69 year old victim, who reported to police that Mr. Wix had been using the victim's debit card to make cash withdraws without the victim's permission. During the course of the investigation police determined that this has been occurring since January 2015 and of several different occasions at several different locations Mr. Wix withdrew money from the victim's account using the victim's debit card. The victim is the grandmother of Mr. Wix. Police obtained warrants for Mr. Wix. On 7-31-15 police were told by an anonymous person that Mr. Wix was at a residence in the 100 Block of Fleming St. Police responded to that location and took Mr. Wix into custody without incident. He was transported to the Harrington Police Department for processing. He was charged with 12 counts of Theft under \$1,500 where the victim is 62 year of age and one count of Issuing a Bad Check under \$1,500. Mr. Wix also had three active capias out of Kent County Court of Pleas. He was transported to Justice of the Peace Court 3 and arraigned on theft charges and the capias. He was given a \$5,300 secured bond and was committed to the Sussex Correctional Institute in default of bond.



## Monthly Report for July 2015

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### City Hall/Finance:

- Interviewed candidates for the Americorp Member position. Michael Davis has been hired to work on an economic development project. Project will establish information web page for available commercial, manufacturing and industrial properties in Harrington.
- Shore Scan training for the document imaging system.
- Worked on implementation of the Mobile Home License Program.
- Billed Business Licenses, Contractors' Licenses.
- Attended Senior Center 48 Year Anniversary Luncheon.
- Reviewed Auditor's progress.
- Conducted interviews for the Code Enforcement Officer vacancy.
- Attended Pig Kissing Contest at Delaware State Fair.
- Attended Governor's Dinner at Delaware State Fair.
- Issued bids for Harrington Fire Department Parking Lot Paving.
- Pursuing quotes for camera and security systems.

### Planning/Code Enforcement:

- Assisted 404 Center Street with Source Water Protection issue.

### Public Works:

- Pursued quotes for roof replacement.
- Pursued quotes for street sweeper. Working with the State of Delaware to determine if written quotes are allowed to utilize municipal street aid.
- Pursued quotes on new truck.

### Library:

Nothing additional to report this month.

### Parks and Recreation:

- The Harrington Community Garden project continues growing! We are looking at a second planting.



## Monthly Report for July 2015

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- We have been awarded Community Transportation Fund monies from our Legislators; Senator Simpson, and Representatives Outten, Wilson and Kenton to complete the sidewalk replacement and ADA ramp installation at the Recreation Center. We are extremely grateful for their generous donation. The Harrington Parks and Recreation Programs supports hundreds of youth and adults in the greater Harrington area.

### 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.
- Pre-construction meeting is scheduled for June 18, 2015.
- Work began on July 13, 2015.
- *Work continues. One serious line collapse was found in Hanley Street. This will need to be repaired by digging up the street.*
- *We have reached an agreement with Burriss to reroute trucks on August 20 and 21<sup>st</sup> so that the Reese Avenue area can be videoed and repaired.*

#### 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.



## Monthly Report for July 2015

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- 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.
- Council appointed the Mayor, City Solicitor and City Manager on May 18, 2015, to negotiate procurement of a site.

### 3. Delaware State Fair Contract/Case

- Max Walton approved to handle legal matters due to the conflict of interest with Schmittinger and Rodriquez.
- 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.
  - xviii. No decision has been made at this time – May 31, 2015
  - xix. *The judge ruled that we must go through the discovery process on June 22, 2015. Max Walton will brief Council regarding this decision and how to proceed on August 3, 2015.*



## Monthly Report for July 2015

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### **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.
- Comment period closed and all comments were addressed. This information will be presented to Council on June 8, 2015.
- 1<sup>st</sup> reading of the draft ordinance occurred on June 15, 2015. 2<sup>nd</sup> reading and public hearing is scheduled for July 20, 2015
- *Ordinance became effective July 20, 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.
- Held preconstruction meeting with USDA, DeIDOT, 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.
- Held first progress meeting on May 26, 2015 for the Dorman Street Sewer Improvements Project. Project is progressing as planned. Sewer work should be finished by mid-June and final paving will be conducted after school closes.
- *Project work is complete effective June 30, 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.
- No information has been received from DNREC as of May 31, 2015.
- Received a list of questions form the Voluntary Cleanup Program on June 15, 2015. We are working to address those questions for the Program staff.

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Range: First to Last	Expiration Date Range: First to 06/30/16	Open: Y
Issue Date Range: First to 07/31/15	Use Type Range: First to Last	Hold: Y
Application Date Range: 07/01/15 to 07/31/15	Contractor Range: First to Last	Completed: Y
Building Code Range: First to Last	User Code Range: First to Last	Denied: Y
Work Type Range: First to Last	Inc Permits with Permit No: Yes	Inc Permits with Certificate: Yes
Customer Range: First to Last	All: Y	User Selected: Y
Waived Fee Status to Include: None: Y		

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App Id: 1547 Prop Loc: 16994 S DUPONT - ARBYS  
Work Type: SIGN

Description: Install signs at Arbys

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App Id: 1548 Prop Loc: 404 CENTER STREET  
Work Type: BUILDING

Description: Install pole building

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App Id: 1549 Prop Loc: 17468 S DUPONT HWY.  
Work Type: SIGN

Description: Install new sign

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App Id: 1550 Prop Loc: 211 COMMERCE ST.  
Work Type: DEMOLITION

Description: Demo Residence

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App Id: 1551 Prop Loc: 105 FLEMING ST.  
Work Type: BUILDING

Description: Single Family Detached

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App Id: 1552 Prop Loc: 17146 S DUPONT HWY  
Work Type: INTERIOR RENOVATION

Description: Interior Renovation

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App Id: 1553 Prop Loc: 9 DORMAN STREET  
Work Type: DRIVE WAY

Description: Install fence and driveway.

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App Id: 1554 Prop Loc: 219 S WEST STREET  
Work Type: DRIVE WAY

Description: Install fence and driveway.

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App Id: 1555 Prop Loc: 121 LIBERTY ST.  
Work Type: SHED

Description: Install shed in rear yard.

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App Id: 1556 Prop Loc: 6 EAST STREET  
Work Type: INTERIOR RENOVA

Description: Interior Renovation

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App Id: 1557 Prop Loc: 17448 S.DUPONT HWY.  
Work Type: SIGN

Description: Sign

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App Id: 1558 Prop Loc: 6 E CENTER STREET  
Work Type: SHED

Description: Install a Pole Barn 24x30x10

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App Id: 1559 Prop Loc: 2 1/2 THOMAS STREET  
Work Type: SHED

Description: Install 12x12 shed in rear yard.

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Range: First to Last  
Violation Date Range: 07/01/15 to 07/31/15      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: First to 08/13/15      Activity Type Range: First to Last  
Activity Status to Include: Open: Y      Approved: Y      Denied: Y      'SENT LETTER': Y      Open With No Date: Y

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Violation Id: V3-00848      Prop Loc: 105 S. WEST STREET

Description: please cut grass over 6 inches high

07/28/15 Grass not cut.

07/31/15 Grass cut by City Contractor.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN      PROPERTY MAINTENANCE Comment: Grass cut by City Contractor.	GRASS CUTTING					Open
PROPMAIN      PROPERTY MAINTENANCE Comment: grass not cut.	INSPECTION					Open
PROPMAIN      PROPERTY MAINTENANCE Comment: Grass cut by owner.	INSPECTION		06/17/15			Approved
Comment: Grass Warning 2.pdf	SENT LETTER		06/01/15			
PROPMAIN      PROPERTY MAINTENANCE Comment: cut grass over 6 inches high	SENT LETTER		07/21/15			

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Violation Id: V6-00001      Prop Loc: 304 WEINER AVENUE

Description: please remove, repair or re-register both vehicles in rear yard by garage.

vehicles removed and re-registered.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN      PROPERTY MAINTENANCE Comment: vehicle removed and re-registered.	INSPECTION		08/11/15			Approved
Comment: Exterior Warning.pdf	SENT LETTER		07/02/15			
PROPMAIN      PROPERTY MAINTENANCE Comment: remove unregistered vehicles	SENT LETTER		07/02/15			

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Violation Id: V6-00002      Prop Loc: 508 SMITH AVE HGTON MNR

Description: please remove, repair or reregister the vehicle in rear yard.

vehicle removed.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN PROPERTY MAINTENANCE	INSPECTION		08/11/15			Approved
Comment: vehicle removed						
	SENT LETTER		07/08/15			
Comment: Exterior Warning.pdf						
PROPMAIN PROPERTY MAINTENANCE	SENT LETTER		07/08/15			
Comment: remove vehicle from rear yard						

Violation Id: V6-00003 Prop Loc: 219 HANLEY ST-EMPTY LOT

Description: please repair sidewalk CFO will not be issued until sidewalk is repaired.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN PROPERTY MAINTENANCE	INSPECTION		08/11/15			Approved
Comment: sidewalk fixed.						
	SENT LETTER		07/16/15			
Comment: Exterior Warning.pdf						
	SENT LETTER		07/16/15			
Comment: Exterior Warning.pdf						
	SENT LETTER		07/16/15			
Comment: Exterior Warning.pdf						
PROPMAIN PROPERTY MAINTENANCE	SENT LETTER		07/16/15			
Comment: FIX SIDEWALK						

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

### **Meetings Attended:**

- July 6, 2015 City Council Workshop
- July 16, 2015 Town Hall Meeting
- July 20, 2015 City Council Meeting
- July 21, 2015 Departmental Meeting

### **Projects:**

- Records management
  - o ShoreScan presented a training session for City Hall employees and installed scanners
  - o ShoreScan began set-up of document management system
- Zoning Code Rewrite
  - o Made changes to document for second reading
  - o Created final documents for ordinance and publishing
  - o Submitted ordinance to General Code
- Comprehensive Rezoning
  - o Received objection letters
  - o Removed parcels from ordinance per owner request with City Planner approval
  - o Submitted final ordinance to City Planner for revised Zoning Map
- 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 & ad

### **Ordinances & Resolutions:**

- Prepared Resolutions 15-R-07 and 15-R-08
- Prepared Ordinances 15-08, 15-09, and 15-10

### **Tasks:**

- Prepared minutes for:
  - o June 9, 2015 City Council Workshop
  - o June 15, 2015 City Council Meeting
- Prepared and posted agendas for:
  - o July 16, 2015 Town Hall Meeting
  - o July 20, 2015 City Council Meeting
  - o August 3, 2015 City Council Special Meeting (amended)
  - o August 3, 2015 City Council Workshop
- Prepared and posted packets for:
  - o August 6, 2015 City Council Workshop
  - o July 20, 2015 City Council Meeting
  - o August 3, 2015 City Council Special Meeting
  - o August 3, 2015 City Council Workshop
- Updated messages on electronic sign
  - o Added messages: Heritage Day, Town Hall Meeting July 16, August 3 & 17 meetings
  - o Deleted messages: July meetings, offices closed July 3, Independence Day

- Updated website
  - o Added posts: American Legion 5k, Chris' 35 years, refinance referendum, new zoning code, comprehensive rezone complete, bid for Fire Co. parking lot
  - o Added adopted minutes, ordinances, resolutions
- Closed the cash register 3 days a week
- Coordinated and typed responses to water report as requested by Tom Wilkes
- Created notice, identified affected properties, and mailed letters for Hanley Street closing
- Prepared Mayor's tribute to Christine Hayward
- Prepared SSA proclamation

# ***City of Harrington***

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

***DATE: July 31, 2015***

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

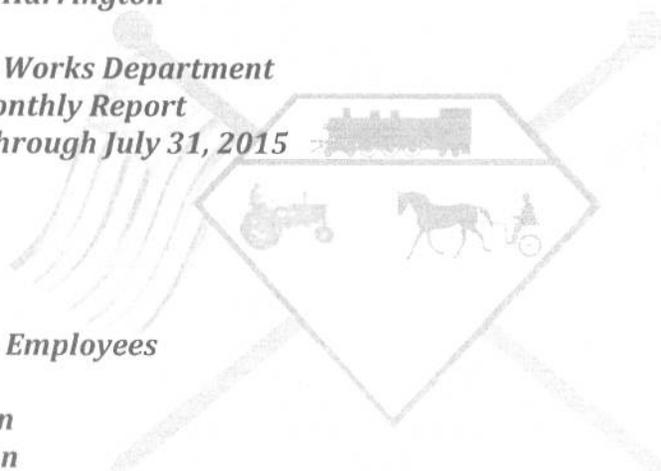
***TO: Mayor and Council  
City of Harrington***

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

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

***David Alan Moore Sr.***

***Date: 8/7/2015***



## After Hours on Call Report

Date	Responsible Individual	Contacts
July 6 ,2015	Leroy Lahman	0
July 13 ,2015	Glenn Hayman	1
July 20 ,2015	Dennis Trader	3
July 27 ,2015	Dudley Clough	2

### *Water Department*

Turn On (# of Times)	Turn Off (# of Times)
12	13

Miscellaneous Calls	This Month	Last Month
Number of Water Related Calls	2	1
Brown Water Related Calls	1	0
Total Calls	3	1

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

Monthly & Daily Water Usage Totals	July 2015	July 2014
Monthly Totals	10,291,000	11,968,000
Daily Average	331,000	386,000

<b>Water Leaks</b>	<b>Location</b>	<b>Work Order Date</b>	<b>Completion Date</b>
1" Water Service	Walt Messick Rd.	7/9/15	7/9/15
1" Water Service	130 W. Milby St.	7/9/15	7/9/15
2" Water Main	Mill St.	7/17/15	7/17/15
1" Water Service	3 Mill St.	7/21/15	7/21/15

<b>Well Status</b>			
<b>Well</b>	<b># Of Gallons July 2015</b>	<b># Of Gallons July 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>	1,160,000	1,714,000	<b>-554,000</b>
<b>#3</b>	4,203,000	3,568,000	<b>+635,000</b>
<b>#4</b>	4,928,000	6,686,000	<b>-1,758,000</b>
<b>Total</b>	<b>10,291,000</b>	<b>11,968,000</b>	<b>-1,677,000</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>
7/7/15	121 Dorman St.	Contacted
7/14/15	4 Dickerson St.	Contacted
7/17/15	236 Delaware Ave.	Contacted
7/23/15	501 Shaw Ave.	Contacted
7/28/15	17 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>
7/3/15	115 W. Milby St.	Plunged
7/13/15	303 Weiner Ave.	Plunged
7/17/15	105 East St.	Plunged
7/22/15	216 Railroad Ave.	Plunged
7/24/15	104 Grant St.	Plunged
7/27/15	1 Reese Ave.	Plunged
7/30/15	81 Clark St.	Plunged

### **Street Maintenance**

<b>Pot hole Locations</b>	<b>Repairs Made</b>
Clukey Dr.  Ward St. Mispillion St. Meadawood Lane Mill St. Second Ave. Wolcott 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**

<b>Location</b>	<b># of Calls</b>
City Hall	<b>17</b>
Library	<b>6</b>
Police	<b>11</b>
Community Center	<b>4</b>
Waste Water Treatment Plant	<b>4</b>
Parks & Recreation	<b>0</b>
Public Works	<b>9</b>

## **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 # 2 cleaned it out and reset it in the wet well at Smith St. Station.
- Public Works had to pull the number #2 Pump and clean it out and reset it in the wet well at the Messicks Station.
- Public Works had a low leave warning called in by the Kent County. We had to reset the low level float in the wet well at Enterprise Station.
- Public Works had to pull the number #2 pumps at Clarks Corner Station and set a new pump in the wet well.
- Public Works had to pull the number # 2 pump at Friendship Village St. Station and clean it out and rest it in the wet well.
- Public Works Cleaned out and vacuumed out the wet well at Friendship and Smith St. Station

### **Hanley St.**

- Terry and I met on Hanley St. to try to keep some of the traffic off the street.
- Public Works closed off the street at Hanley St. and Mispillion St.
- Set up a barricade half way across the street behind the M&T Bank

### **The I & I Project**

- Tri State has been cleaning lines and videoing the line ones they are clean.
- They have been grouting any joints that need it as they go through the system.
- They have found a collapsed line on Hanley 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:** August 10, 2015  
**To:** Mayor and Council  
City of Harrington  
**From:** Christine Hayward – Library Director  
**RE:** Work Report – Harrington Public Library - Month of July 2015

Circulation Usage		
Item	Number	Comments
Visitors/Users	3337	During the month
Items checked out	4078	All items checked-out during the month
Items returned	3684	All items returned during the month
Items overdue	189	Items listed as overdue at any time during the month
Fines & Fees	N/A	Collected During the Month
E-Book and E-Audiobook	336	Total checked-out during the month
<b>Computer Use:</b>	<b>Total Public Access Use For the month - Individual logins: 691</b>	<b>&lt; Total is for Public Access Computer Use.</b>
	<b>Wireless Users: - 122</b>	<b>&lt; Total is for patrons using WIFI with their own devices – laptops, Ipads etc.</b>
	<b>Computer help including Ebooks: 646</b>	<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>
<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>	<b>Totals include patrons who attend the Job Center or the weekly Basic Computer Class.</b>
	<b>Total reference transactions tracked by Dewey number for the month: 1196</b>	<b>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)</b>
		<b>Total combined reference in person or virtual: 1419</b>

<b>Harrington Public Library</b>  <b>Programs for the month of July 2015</b>		
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Name	Date	Attendance
<b>Story Time</b>	July 1, 15, 22, 29	35 Children 16 adults
<b>Lego Build It Club</b>	July 7, 21	7 Children 6 adults
<b>Job Center (Free walk-in job search assistance)</b>	July 10, 17	5 Adults
<b>Computer Class</b>	July 6, 13, 20	7 Adults
<b>Book Discussion</b>	July 16	7 adults
<b>Program: “ Act!vated Storytellers”</b>	July 30	7 Children 6 Adults
<b>Comic book Workshop with PLB Comics</b>	July 30	16 children 6 Adults
<b>Program: Beyond Thor- Viking Heroes And Norse men</b>	July 2	3 Children 3 adults
<b>Computer Class</b>	July 6, 13, 20,	7 adults
<b>Program: Super Hero Club</b>	July 7, 14	11 Children 5 adults
<b>Program: Teddy Bear Picnic/Story time</b>	July 8 <sup>th</sup>	7 children 5 adults
<b>Family Fun Night</b>	July 9	8 children 5 adults
<b>Program: Teens Heroes &amp; Villians Party</b>	July 14	7 Teens
<b>Super Hero Obstacle Course</b>	July 28	7 children 5 adults

## Kelly Blanchies

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**From:** Marleena Scott <marleena.scott@lib.de.us>  
**Sent:** Tuesday, August 11, 2015 1:44 PM  
**To:** Christine Hayward

### LEGO Builder's Club

Tuesday, September 1<sup>st</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!

### Billy Goats Gruff-Storytime

Wednesday, September 2<sup>nd</sup> @ 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.

### Minecraft Club

Monday, September 2<sup>nd</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

### Teen Meeting

Tuesday, September 3<sup>rd</sup> @ 6:00 pm—The Teen Advisory Council and any other teenage participants will be meeting to discuss the yearly Halloween Program. We will pick this year's haunted house theme at this meeting. This opportunity is for teenagers in 6<sup>th</sup>—12<sup>th</sup> grade.

### Grandparents-Storytime

Wednesday, September 9<sup>th</sup> @ 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.

### Minecraft Club

Monday, September 9<sup>th</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

### Family Fun Night and Reading to the Dogs

Thursday, September 10<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!

### Job Center

Friday, September 11<sup>th</sup> @ 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, September 14<sup>th</sup> @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

### Minecraft Club

Monday, September 14<sup>th</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

### LEGO Builder's Club

Tuesday, September 15<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!

### Apples-Storytime

Wednesday, September 16<sup>th</sup> @ 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.

#### Minecraft Club

Monday, September 16<sup>th</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

#### Book Talk

Thursday, September 17<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, September 21<sup>st</sup> @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

#### Minecraft Club

Monday, September 21<sup>st</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

#### Fairy Tale Movie

Tuesday, September 22<sup>nd</sup> @ 6:00pm—Amazon.com describes this movie as "a modern classic that shines with beauty, imagination... and magic! Despite being bullied by her stepmother (Cate Blanchett) and stepsisters, a spirited Ella (Lily James) resolves to take charge of her fate. Add a royal ball, a Fairy Godmother (Helenah Bonham-Carter) and a glass slipper, and suddenly -- magic becomes reality!" Popcorn and lemonade will be served during the film.

#### Autumn-Storytime

Wednesday, September 23<sup>rd</sup> @ 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.

#### Minecraft Club

Monday, September 23<sup>rd</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

#### Job Center

Friday, September 25<sup>th</sup> @ 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, September 28<sup>th</sup> @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Monday, September 28<sup>th</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

#### Chickens-Storytime

Wednesday, September 30<sup>th</sup> @ 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.

#### Minecraft Club

Monday, September 30<sup>th</sup> @ 3:00 pm—Come to the library to play minecraft with friends! We will set up laptops in the back room for game play. Children must be over 10 years of age and you must sign up to participate.

Date: 7/31/2015  
 To: Mayor and Council  
 City of Harrington  
 RE: Parks & Recreation July Report 2015

<b>Program</b>	<b>Participants</b>	<b>Teams or Units</b>	<b>Comments</b>
<b>Dance</b>			Registrations are ongoing. Classes begin in September.
<b>SPCA</b>			Harrington Parks & Recreation Center is a location where you can donate wanted items to the first State Animal Center and 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>Pop Warner Football</b>	<b>89</b>	<b>4</b>	Registrations closed the end of July 2015. We will take a few after this date to fill teams. This reflects the number of registrations through July.
<b>Pop Warner Cheer</b>	<b>49</b>	<b>4</b>	Registrations closed the end of July 2015. This reflects the number of registrations through June.
<b>Soccer</b>	<b>201</b>	<b>20</b>	Registrations are ongoing to fill age divisions.
<b>Tennis</b>	<b>4</b>	<b>N/A</b>	Registrations are ongoing. This program does not start until the end of September 2015.
<b>Ladies Fit Class</b>	<b>8-15</b>	<b>N/A</b>	Classes are on Thursday and Saturdays. This class is proving very successful with requests for additional days.
<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. Rain Date: September 26, 2015.
<b>Community Garden</b>			The Community Garden looks great. Through July we have harvested yellow squash, zucchini, tomatoes, string beans, onions and cucumbers.

Web Site = 947 visits and 3,424 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>174 visits during the month</b>
<b>Mon-Thurs</b>	<b>5:30pm-7:45pm</b>	<b>Dances Classes</b>	<b>N/A</b>
<b>Tues-Thurs</b>	<b>10:00AM- 12:30PM</b>	<b>Summer Dance Camps</b>	<b>5</b>
<b>Mon-Thurs</b>	<b>1:30pm-3:45pm</b>	<b>Basketball</b>	<b>200+ visits per month</b>
<b>Thurs/Sat</b>	<b>6:00-6:45pm 10:00-10:45am</b>	<b>Ladies Fit</b>	<b>8-15 per class</b>

                    *Bill Falasco*                      
**Bill Falasco, Recreation Director**

## Kelly Blanchies

---

**From:** rtaylor50@verizon.net  
**Sent:** Tuesday, August 11, 2015 1:09 PM  
**To:** Kelly Blanchies  
**Subject:** EMS Report

Hi Kelly

I am sorry but I am still trying to catch up with paperwork from the Fair and am unable to complete my report before today. I have been solid working on Delaware Junction items and have not been able to complete last month's report.

I will forward as soon as I get it done.

Rob

# URS

CITY PLANNING CONSULTANT

TO: Mayor and City Council of Harrington  
FROM: Debbie Pfeil, Senior Planner  
DATE: August 10, 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. The City notified the applicant of the approval time lapse. This site currently does not have any approvals from the City.   |
| <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 on 7/11/13. Applicant submitted preliminary subdivision plans to the City on June 15, 2015. On July 6, 2015 comments were sent to the applicant for was missing required information. Awaiting resubmittal from the applicant. |
| <b>Advance Auto Parts-(NEW)</b>       | August 3, 2015 application submitted to the City to be located on an outparcel in Midway Plaza between Dunkin Donuts & the old gas station on the corner. Planning Commission is reviewing the application on August 20, 2015 for conceptual site plan.  |

## 2. Planning Projects

**Dual Highway Connector Street Sections**-The City Manager sent a letter to DeIDOT and we are awaiting the response. On June 22, 2015 the City Manager sent a letter to the new DeIDOT Secretary. The City is leading the efforts and I will be available regarding the planning issues, if needed.

## 3. Planning Services

URS was requested to assist in the following projects:

- Predevelopment Meeting-17507 DuPont Highway (change of use-old Color Box)
- ZCC Review-6 East Center Street (Klonitsko-accessory structure)
- ZCC Review-17448 South DuPont Highway (American Legion-signage)
- Category B Resubmittal/Review-105 Fleming Street (Patel-New Single Family Home)
- Category A Review-DuPont Highway (Midway Plaza-New Advance Auto Parts)
- Misc. email / phone call inquiries

## 4. Library Committee

- Attended the Library Site Committee meeting on April 13, no action take since that meeting.

## 5. Chapter 440 Zoning Project Status –

- Presented Final to City Council & Ordinance First Read on June 15, 2015
- 2nd Read was on July 20, 2015
- Adopted on July 20, 2015

## 6. Comprehensive Rezone Project Status –

- Multiple meetings held with owners inquiring about zoning changes.
- Correspondence received requesting zone to remain
- Presented findings to City Council June 8
- Rezone map changes completed on June 15
- New letter received to contest rezoning from Frank Williams (5 parcels-Thorpe Street)
- New letter not opposing rezone from Franklin Hendricks/Betty Taylor (Delaware Avenue)
- New letter received to contest rezoning from Hughes (2 parcels-
- Ordinance for adoption is updated to reflect the written correspondence received
- Adopted rezoning on July 20, 2015
- Finalizing Official Zoning Map
- Finalizing Future Land Use Map

**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 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 Wendell Bibbs, PE, CME  
Marc DeBlasio, PE, PP, CME  
Leonard A. Faiola, 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)

4907 New Jersey Avenue  
Wildwood City, NJ 08260  
(609) 522-5150  
(609) 522-5313 (fax)

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

5010 East Trinxle Road, Suite 203  
Mechanicsburg, PA 17050  
(717) 766-1775  
(717) 766-0232 (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 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:** August 13, 2015

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

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Enclosed please find the July 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  
AUGUST 2015  
CITY OF HARRINGTON  
CAPITAL PROJECT UPDATE**

**1. Lagoon Closure Project**

Status: DNREC sent an email on June 15, 2015 requesting clarification on a few items in the Lagoon Closure Report. Answers were provided. They also requested an additional 10 sludge samples be collected from the lagoons and sent to a lab for further analysis before they can conclude the nature of the material in the lagoons. This work is being scheduled.

**2. I&I Removal Program (DKHNT036)**

Percent complete (construction phase): 25%

Status: A notice to proceed was issued to Tri-State Grouting with start date of July 6, 2015. Work began on Hanley Street July 13, 2015. They have cleaned, televised, and grouted joints on Hanley, Milby, Liberty, Grant, Mechanic, and Wolcott streets. Blockages were recorded on Hanley and Liberty that will require open trench repairs

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

Percent complete (construction phase): 98%

Status: All work is complete. Contract closeout paperwork is being prepared.

**4. 2015 Road Program**

Percent complete (engineering phase): 90%

Status: Roads to be paved are: Meadowood Lane (@Peck), Mechanic Street (Dorman to Railroad Ave), and Clukey Drive (@SR13). Preparation of bid documents for contractor procurement is underway.

**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.