

# 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	Lori Williams - Administrative Assistant
Joseph M. Perna - Sergeant	Pastor Guy Simpson - Chaplain
Sean A. Hudson - Corporal	Pastor Ken Figs - Chaplain
Bradford E. Reed - Corporal	

March 1<sup>st</sup> - 31<sup>st</sup> 2015

Respectfully Submitted:

Norman R. Barlow  
Chief of Police

### March 2015 meetings and activities;

3/2 City Council Meeting  
3/3 Kent County Chiefs' Meeting  
3/3 Meeting at Legislative Hall  
3/10 State Chiefs' Meeting  
3/10 Meeting with AG's office  
3/12 Awards Night  
3/16 City Council Meeting

### 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.

You should start noticing out new Speed Trailer at various locations around Harrington.

We are hosting a Pottery Night on April 29<sup>th</sup> to raise funds for upcoming events at Freedom Park. (Flyer attached) We are in the process of planning several movie nights and concerts in the park this spring and summer.



# THE CLAY BAKERS

## Glass and Clay by the Bay

Pottery Painting to benefit Harrington P.D. Freedom Park Events.

May 13th 6pm-8:30pm

Location: **Harrington Senior Center, 102 Fleming St. Harrington DE**

Please choose from the following:



\_\_\_\_\_ x \$27: Square Plate

\_\_\_\_\_ x \$18: Square Bowl

\_\_\_\_\_ x \$16: Square Mug



\_\_\_\_\_ x \$40: Wavy Serving Platter

\_\_\_\_\_ x \$30: Round "Jenny" Bowl

\_\_\_\_\_ x \$20: Small Flower Pot



\_\_\_\_\_ x \$22: Large Flower Pot

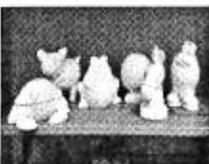
\_\_\_\_\_ x \$24: Small Drink Mug



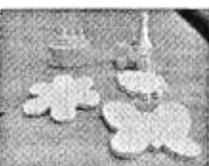
\_\_\_\_\_ x \$27: Large Drink Mug

\_\_\_\_\_ x \$32: Large Banks  
(styles vary)

\_\_\_\_\_ x \$22: Small Banks  
(styles vary)



\_\_\_\_\_ x \$ 9: Flat Butterfly, Flower, Small Figurine  
(limited to stock on hand / styles vary)



Order forms and payment should be returned by April 30th to guarantee your selection. Please make checks payable to Harrington Police Dept.

10 Mechanic St., Harrington, DE 19952

ph: 302-398-4493

Lori Williams or Ruth Peterman

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

for studio use only: \_\_\_\_\_

## 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						
May, 2015						
June, 2015						
<b>TOTALS</b>	<b>2415</b>	<b>554</b>	<b>2965</b>	<b>926</b>	<b>43</b>	<b>176</b>

# Harrington Police Department

FY15

Month	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	\$27,389.79	\$1,652.50	\$29,012.29	\$57,341.00
November	\$19,157.75	\$597.66	218	\$7,812.61	326	\$22,468.72	\$818.80	\$23,287.52	\$10,523.43
December	\$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	\$18,664.13	\$1,842.50	\$20,506.63	\$20,463.04
April									
May									
June									
<b>TOTALS</b>	<b>\$191,825.00</b>	<b>\$5,540.20</b>	<b>2031</b>	<b>\$72,421.16</b>	<b>3242</b>	<b>\$220,040.67</b>	<b>\$12,366.15</b>	<b>\$232,406.82</b>	<b>\$157,661.86</b>

Breakdown of Other Moneys Received  
Mar-15

- \$100.00 Reports
- \$363.04 DEMA - Salary Reimb
- \$20,000.00 Park Grants Reimb. (rec'd in February)
- \$20,463.04



## Monthly Report for March 2015

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

- Prepared for billing in April.
- Conducted staff meeting.
- Discussed implementation of Mobile Home Ordinance with staff.
- Our Americorp member is being replaced.

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

- Worked on project schedule for zoning code rewrite.
- Met with Denise Abbott of Messick's Mobile Homes to discuss Mobile Home Ordinance.

### **Public Works:**

- Held meeting with Lake Forest school officials regarding the Dorman Street Project.
- Attended pre-construction meeting for the Dorman Street Project.
- Public Works is working with RVB on the new street program.
- Submitted nine Notice of Intent to DNREC for debt refinancing and capital projects.

### **Library:**

- Engineers and planner met regarding their site selection matrix rankings.

### **Parks and Recreation:**

- New floor is installed.

### **City Manager Update**

- Attended the DLLG Legislative Advocacy Committee Meeting.
- Met with USDA on USDA/DNREC joint project to re-finance and accomplish capital projects.
- Met with Matt Carter on an ADA Self Evaluation Project.
- Attended DFIT Meeting.
- Met with Wayne Morris to investigate photovoltaic system for Harrington.
- Reviewed CUP\$\$ program with Jean Holloway.
- Attended Open House at Harrington Parks and Recreation.
- Met with Lake Forest Superintendent Conway.
- Attended DeIDOT Pre-development meeting for Connections Inc.
- Attended court for the Delaware State Fair judgement on the pleadings.
- Updated the Greater Kent Committee on Harrington's projects.



## Monthly Report for March 2015

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### Ongoing Projects

#### 1. Inflow and Infiltration

- Meeting with USDA is scheduled August 22, 2013 to discuss financing options.
- Meeting with USDA and RVB on December 16, 2013. Environmental Report and Preliminary Engineering Report requested.
- Council has provided approval for RVB to prepare the Environmental Report and Preliminary Engineering Report at the February 3, 2014 Council meeting.
- Reports to be submitted by mid-April 2014.
- USDA has reported that their funding for next year will not be able to provide refinancing of USDA loans. Our loans will not be able to be refinanced through USDA.
- Awaiting a loan and grant offer from USDA for approximately \$1.1 million.
- Loan and grant offer was received from USDA for \$520,000 loan and \$580,000 grant.
- Project went out to bid 1/31/15
- Bid awarded to Tri-State Grouting on March 2, 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.
- 1<sup>st</sup> meeting held with Becker Morgan Group.
- Needs Assessment Committee is being formulated.
- Scope of work received – Cost estimate is \$45,800.
- Requests for information have been reviewed and are being compiled.
- Library review was conducted on October 17, 2013.
- Public input meetings are being scheduled for February 24 and 25, 2014.
- Next steps will be discussed at the August 18, 2014 workshop.
- Three sites are being reviewed for selection by the City Planner, Becker Morgan Engineering and the Realtor. Findings will be presented at the November meeting.
- The Site Selection Committee narrowed the properties to two in February 2015. These properties were reviewed by the Planner and Becker Morgan Engineering. The results will be presented to Site Selection Committee in April 2015 for action.

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

- Max Walton approved to handle legal matters due to the conflict of interest with Schmittinger and Rodriguez.
- Fair's attorney has requested mediation to resolve issues and the City agrees.
  - i. Jeffrey Young, an attorney, has been selected as the mediator.
  - ii. Mediation was December 11, 2013. Fair requested a continuance.



## Monthly Report for March 2015

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- 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.*

#### **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.*

#### **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.*

#### **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.



## Monthly Report for March 2015

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

Range: First to Last  
Violation Date Range: 03/01/15 to 03/31/15      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 03/31/15      Activity Type Range: First to Last  
Activity Status to Include: Open: Y      Approved: Y      Denied: Y      'SENT LETTER': Y      Open with No Date: Y

Violation Id: V3-00764      Map/Parcel: 179.08-02-36.00-000      Prop Loc: 224-226 COMMERCE ST.

Description: Completed Rental Instection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/10/15			Approved

Violation Id: V3-00765      Map/Parcel: 179.08-02-36.00-000      Prop Loc: 224-226 COMMERCE ST.

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/10/15			Approved

Violation Id: V3-00766      Map/Parcel: 170.20-02-23.00-000      Prop Loc: 27 COMMERCE STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/11/15			Approved

Violation Id: V3-00767      Map/Parcel: 170.20-02-24.00-000      Prop Loc: 29 COMMERCE STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/11/15			Approved

Violation Id: V3-00768      Map/Parcel: 170.20-01-72.00-000      Prop Loc: 107 DORMAN STREET

Description: please remove wood and clean up front yard.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
			03/11/15			
PROPMAIN	PROPERTY MAINTENANCE		03/11/15			

Violation Id: V3-00769      Map/Parcel: 170.16-02-43.00-000      Prop Loc: 300 SECOND AVE

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	03/12/15			Approved

Violation Id: V3-00770      Map/Parcel: 179.08-06-05.00-000      Prop Loc: 6A EAST STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	03/12/15			Approved

Violation Id: V3-00771      Map/Parcel: 170.20-03-12.00-000      Prop Loc: 120 DORMAN ST.

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	03/12/15			Approved

Violation Id: V3-00772      Map/Parcel: 170.16-02-27.00-000      Prop Loc: 202 SIMMONS STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	03/12/15			Approved

Violation Id: V3-00773      Map/Parcel: 179.08-02-55.00-000      Prop Loc: 5 E MILBY STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	03/12/15			Approved

Violation Id: V3-00774      Map/Parcel: 171.17-01-22.00-000      Prop Loc: 407 CENTER STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	RENTAL INS	03/12/15			Approved

Violation Id: V3-00775      Map/Parcel: 179.07-01-67.00-000      Prop Loc: 301 WALT MESSICK ROAD

Description: Completed four Rental Inspections A,B,C,D

Activities:

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Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

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Violation Id: v3-00776      Map/Parcel: 179.08-02-39.00-000      Prop Loc: 6 REESE AVENUE

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

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Violation Id: v3-00777      Map/Parcel: 170.20-02-44.01-000      Prop Loc: 4 HIGH ST

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

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Violation Id: v3-00778      Map/Parcel: 179.08-01-46.00-000      Prop Loc: 100 COMMERCE STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

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Violation Id: v3-00779      Map/Parcel: 179.08-04-67.04-000      Prop Loc: 17 WARD STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

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Violation Id: v3-00780      Map/Parcel: 179.08-04-67.03-000      Prop Loc: 19 WARD STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

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Violation Id: v3-00781      Map/Parcel: 179.08-04-67.01-000      Prop Loc: 23 WARD STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

Violation Id: v3-00782      Map/Parcel: 179.08-04-24.00-000      Prop Loc: EAST STREET 21 & 23 (DUPLEX)

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

Violation Id: v3-00783      Map/Parcel: 179.08-04-24.00-000      Prop Loc: EAST STREET 21 & 23 (DUPLEX)

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

Violation Id: v3-00784      Map/Parcel: 170.20-05-35.00-000      Prop Loc: 56 CLARK STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

Violation Id: v3-00785      Map/Parcel: 171.17-01-21.00-000      Prop Loc: 405 CENTER STREET

Description: Completed Rental Inspection

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

Violation Id: v3-00786      Map/Parcel: 170.20-03-19.00-000      Prop Loc: 106 DORMAN STREET

Description: Sign

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/12/15			Approved

Violation Id: v3-00787      Map/Parcel: 179.08-02-42.00-000      Prop Loc: 12 REESE AVENUE

Description: please remove indoor furniture from front yard

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE		03/30/15			Approved
			03/16/15			
PROPMAIN	PROPERTY MAINTENANCE		03/16/15			

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Violation Id: V3-00788      Map/Parcel: 170.20-01-19.00-000      Prop Loc: 100 GRANT STREET

Description: please have tenant stop parking in neighbors driveway.  
Spoke to neighbors they will stop parking in driveway.

Activities:

Ordinance Id	Type	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	INSPECTION		03/24/15			Approved
		SENT LETTER		03/16/15			
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER		03/16/15			

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Violation Id: V3-00789      Map/Parcel: 170.20-01-43.01-000      Prop Loc: 123 DORMAN ST.

Description: please remove indoor furniture from front porch

Activities:

Ordinance Id	Type	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	INSPECTION		03/30/15			Approved
		SENT LETTER		03/17/15			
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER		03/17/15			

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Violation Id: V3-00790      Map/Parcel: 180.05-01-56.00-000      Prop Loc: 17629 S DUPONT HWY- DAY CARE

Description: vehicle struck building minimal damage.  
D.Naples was on scene to inspect with code enforcement.

Activities:

Ordinance Id	Type	Type	Inspector	Date	Start Time	End Time	Status
PROPMAIN	PROPERTY MAINTENANCE	INSPECTION		03/20/15			Approved

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Violation Id: V3-00791      Map/Parcel: 180.05-01-35.00-000      Prop Loc: 17532 S DUPONT HWY

Description: please clean-up rear yard and shed

Activities:

Ordinance Id	Type	Type	Inspector	Date	Start Time	End Time	Status
		SENT LETTER		03/23/15			
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER		03/23/15			

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Violation Id: V3-00792      Map/Parcel: 179.08-04-02.00-000      Prop Loc: 23-25 CLARK ST.

Description: please remove mattresses from rear yard

Activities:

Ordinance Id	Type	Type	Inspector	Date	Start Time	End Time	Status
		SENT LETTER		03/23/15			
PROPMAIN	PROPERTY MAINTENANCE	SENT LETTER		03/23/15			

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Violation Id: v3-00793      Map/Parcel: 179.08-02-17.00-000      Prop Loc: 213 COMMERCE STREET

Description: please clean up indoor furniture and mattresses in rear yard.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		03/30/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		03/30/15	

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Violation Id: v3-00794      Map/Parcel: 179.08-04-26.00-000      Prop Loc: 1 THORPE STREET

Description: please remove basketball goal from side of road.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		03/30/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		03/30/15	

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Violation Id: v3-00795      Map/Parcel: 170.20-03-11.01-000      Prop Loc: 122 DORMAN ST.

Description: please clean up carpet from front yard.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		03/30/15			
PROPMAIN	PROPERTY MAINTENANCE		SENT LETTER		03/30/15	

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Range: First to Last  
 Issue Date Range: 03/01/15 to 03/31/15      Expiration Date Range: First to 06/30/15  
 Application Date Range: 03/01/15 to 03/31/15      Use Type Range: First to Last      Open: Y  
 Building Code Range: First to Last      Contractor Range: First to Last      Completed: Y  
 Work Type Range: First to Last      User Code Range: First to Last      Denied: Y  
 Customer Range: First to Last      Inc Permits with Permit No: Yes      Inc Permits With Certificate: Yes  
 Waived Fee Status to Include: None: Y      All: Y      User Selected: Y  
 Activity Date Range: First to 03/31/15      Activity Type Range: First to Last  
 Activity Status to Include: Open: Y      Approved: Y      Denied: Y      'SENT LETTER': Y      Open with No Date: Y

App Id: 1505 Map/Parcel: 170.20-01-13.00-000      Prop Loc: 111 LIBERTY STREET      Permit No: 00001505  
 Issue Date: 03/03/15      Const Type:      Work Type: INTERIOR RENOVA

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/03/15			Approved

App Id: 1506 Map/Parcel: 179.07-01-57.00-000      Prop Loc: 219 S WEST STREET      Permit No: 00001506  
 Issue Date: 03/03/15      Const Type:      Work Type: ADDITION

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/03/15			Approved

App Id: 1507 Map/Parcel: 179.08-06-25.00-000      Prop Loc: 55 CLARK STREET      Permit No: 00001507  
 Issue Date: 03/04/15      Const Type:      Work Type: BUILDING

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/04/15			Approved

App Id: 1508 Map/Parcel: 179.07-01-24.00-000      Prop Loc: 110 W MILBY STREET      Permit No: 00001508  
 Issue Date: 03/10/15      Const Type:      Work Type: EXTERIOR RENOVA

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/10/15			Approved

App Id: 1509 Map/Parcel: 170.20-03-11.01-000      Prop Loc: 122 DORMAN ST.      Permit No: 00001509  
 Issue Date: 03/10/15      Const Type:      Work Type: OTHER

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/10/15			Approved
BUILDING	FINAL INS		03/20/15			Approved

App Id: 1510 Map/Parcel: 170.20-01-14.00-000      Prop Loc: 109 W. Liberty Street      Permit No: 00001510  
 Issue Date: 03/10/15      Const Type:      Work Type: INTERIOR RENOVA

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
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BUILDING	PLAN RVW		03/10/15			Approved
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App Id: 1511 Map/Parcel: 179.08-06-10.02-000 Prop Loc: REED STREET LOT 85 Permit No: 00001511  
Issue Date: 03/17/15 Const Type: Work Type: BUILDING

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/17/15			Approved

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App Id: 1512 Map/Parcel: 170.16-02-53.00-000 Prop Loc: 210 E CENTER STREET Permit No: 00001512  
Issue Date: 03/20/15 Const Type: Work Type: POOL

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/20/15			Approved

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App Id: 1513 Map/Parcel: 170.19-01-22.00-000 Prop Loc: MISPELLION/WEST ST SCHOOL Permit No: 00001513  
Issue Date: 03/27/15 Const Type: Work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/27/15			Approved

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App Id: 1514 Map/Parcel: 170.15-01-03.00-000 Prop Loc: Dorman Street Permit No: 00001514  
Issue Date: 03/27/15 Const Type: Work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/27/15			Approved

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App Id: 1515 Map/Parcel: 170.20-03-73.00-000 Prop Loc: 110 FLEMING ST. Permit No: 00001515  
Issue Date: 03/27/15 Const Type: Work Type: SIGN

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/27/15			Approved

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App Id: 1516 Map/Parcel: 170.16-02-38.01-000 Prop Loc: 304 HARRINGTON AVE. Permit No: 00001516  
Issue Date: 03/27/15 Const Type: Work Type: DECK

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/27/15			Approved

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App Id: 1517 Map/Parcel: 179.08-02-35.00-000 Prop Loc: 218 COMMERCE STREET Permit No: 00001517  
Issue Date: 03/30/15 Const Type: Work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
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BUILDING	PLAN RVW	03/30/15	Approved
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App Id: 1518 Map/Parcel: 170.16-02-62.00-000 Prop Loc: 104 E CENTER STREET Permit No: 00001518  
Issue Date: 03/30/15 Const Type: work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RVW		03/30/15			Approved

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

### **Meetings Attended:**

- March 2, 2015 City Council Meeting
- March 13, 2015 Delaware Municipal Clerks Association Meeting
- March 16, 2015 City Council Meeting
- March 17, 2015 Departmental Meeting
- March 23, 2015 Municipal Web Developers Group Meeting

### **Projects:**

- Zoning Code Rewrite
  - o Attended meetings with consultants to discuss first draft
  - o Incorporated changes from first draft into zoning document
  - o Completed formatting and editing document
  - o Created table of contents, title page, and cover
  - o Printed and compiled First Draft document for distribution
  - o Posted First Draft on website
  - o Emailed invitations to review/comment to sign companies
- 2015 Municipal Election
  - o Posted public notices for absentee voting, election petitions, and voter registration
  - o Processed candidate forms
  - o Reviewed registered voter list for correct districts

### **Ordinances & Resolutions:**

- Prepared Resolutions 15-R-02
- Prepared Random Act of Kindness proclamation

### **Tasks:**

- Prepared minutes for:
  - o February 9, 2015 City Council Workshop
- Prepared and posted agendas for:
  - o March 16, 2015 City Council Meeting
  - o April 13, 2015 Library Site Selection Committee Meeting
- Prepared and posted packets for:
  - o March 16, 2015 Planning & Zoning Commission Meeting
- Updated messages on electronic sign
  - o Added messages: Officers of the year, April 13, 14 & 20 meetings, kindness day, Zoning Code, election, library week, spring clean up, community garden, farmers' market, egg hunt, offices closed April 3, Easter, Heritage Day vendors, football & cheer sign-ups
  - o Deleted messages: Go Red, March 2 & 16 meetings, St. Patrick's Day, officers of the year, kindness day
- Updated website
  - o Added posts: remove snow and ice from sidewalks, Zoning First Draft, Election, business survey, senior tax discount, random acts of kindness
  - o Added adopted minutes, ordinances, resolutions, proclamation
  - o Edited building permit page
  - o Deleted posts: remove snow and ice from sidewalks, closings and delays,
- Closed the cash register 3 days a week

- Attended municipal clerks' classes
- Requested quotes & ordered new audio recording system for Council Chambers
- April Newsletter

# ***City of Harrington*** ***Department Of Public Works***

***DATE: March 31, 2015***

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

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

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

***Public Works Employees***

***Alan Moore***

***Leroy Lahman***

***Glenn Hayman***

***Dennis Trader***

***Dudley Clough***

***Richard Clough***

***David Alan Moore Sr.***

***Date: 4/4/2015***

## After Hours on Call Report

Date	Responsible Individual	Contacts
March 2 ,2015	Richard Clough	7
March 9 ,2015	Leroy Lahman	5
March 16 ,2015	Glenn Hayman	1
March 23 ,2015	Dennis Trader	1
March 30 ,2015	Dudley Clough	1

### *Water Department*

Turn On (# of Times)	Turn Off (# of Times)
31	33

Miscellaneous Calls	This Month	Last Month
Number of Water Related Calls	2	4
Brown Water Related Calls	3	0
Total Calls	5	4

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

Monthly & Daily Water Usage Totals	March 2015	March 2014
Monthly Totals	9,526,000	10,202,000
Daily Average	307,000	329,000

<b>Water Leaks</b>	<b>Location</b>	<b>Work Order Date</b>	<b>Completion Date</b>
1" Service Line	112W Mispillion St.	3/6/15	3/10/15
1" Service Line	108W Mispillion St.	3/25/15	3/25/15

<b>Well Status</b>			
<b>Well</b>	<b># Of Gallons March 2015</b>	<b># Of Gallons March 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>	816,000	862,000	<b>-46,000</b>
<b>#3</b>	4,132,000	3,185,000	<b>+947,000</b>
<b>#4</b>	4,579,000	6,155,000	<b>-1,576,000</b>
<b>Total</b>	<b>9,526,000</b>	<b>10,202,000</b>	<b>-676,000</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>
3/2/15	2 Ward St.	Contacted
3/9/15	81 Clark St	Contacted
3/16/15	Ave.	Contacted
3/19/15	St.	Contacted
3/25/15	311 Harrington Ave.	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.

<b>Issues on City of Harrington</b>		
<b>Date</b>	<b>Address Of Sewer Issue</b>	<b>Plunged/Jetted</b>
3/3/15	406 Harrington Ave.	Plunged
3/4/15	10 Mechanic St.	Jetted the line
3/6/15	501 Shaw Ave.	Plunged
3/8/15	240 Delaware Ave.	Plunged
3/9/15	110 Center St.	Plunged
3/11/15	403 Second Ave.	Plunged
3/11/15	24 Commerce St.	Plunged
3/12/15	15 Short St.	Plunged
3/18/15	140 Delaware Ave.	Plunged
3/23/15	102 S. West St.	Plunged
3/24/15	115 Dorman St.	Plunged
3/24/15	119 W. Liberty St.	Plunged

### **Street Maintenance**

<b>Pot hole Locations</b>	<b>Repairs Made</b>
Clukey Dr.  Mispillion St. Hanley St. Mechanic St. Weiner Ave. Simpson St	Been keeping a check and filled because of the big trucks.  Repairs have been made. Repairs have been made. Repairs have been made. Repairs have been made. 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	7
Library	10
Police	9
Community Center	4
Waste Water Treatment Plant	3
Parks & Recreation	5

## **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 Mispillion station.
- Public Works had to pull the number #1 and #2 Pump twice to clean them out and reset them in the wet well.
- 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 Friendship Village station..
- Public Works had to pull the number #2 pumps at Messicks Station and clean them out and reset the pumps in the wet wall.
- Public Works had to pull the number# 1 pump at Mispillion pump station and clean it out and rest it in the wet well.

### **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.

### **Mapping Sewer Lines**

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

### **Salting and Sanding Intersections**

- Public Works salted all the intersections if we have had any snow or ice on the roadways.
- Public Works plowed snow off the streets and back to the curb lines. So we would have all the storm drains open for drainage.

**Date:** April 13, 2015  
**To:** Mayor and Council  
City of Harrington  
**From:** Christine Hayward – Library Director  
**RE:** Work Report – Harrington Public Library - Month of March 2015

Circulation Usage		
Item	Number	Comments
Visitors/Users	2752	During the month
Items checked out	3185	All items checked-out during the month
Items returned	2673	All items returned during the month
Items overdue	158	Items listed as overdue at any time during the month
Fees Collected	\$688.	During the Month
E-Book and E-Audiobook	286	Total checked-out during the month
Computer Use:	Total Public Access Use For the month - Individual logins: 638	< Total is for Public Access Computer Use.
	Wireless Users: - 117	< Total is for patrons using WIFI with their own devices – laptops, Ipads etc.
	Computer help including Ebooks: 151	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
Other Reference questions requiring staff assistance.	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: 566	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: 566

<b>Harrington Public Library</b>  <b>Programs for the month of March 2015</b>		
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<b>Name</b>	<b>Date</b>	<b>Attendance</b>
<b>Story Time</b>	March 4,11,18,25	Children 16 adults 11
<b>Lego Build It Club</b>	March 3	Children 6 + 3 adults
<b>Job Center</b>	March 13,20,27	Adults 7
<b>Computer Class</b>	March 2,9,16,23,30	Adults 22
<b>Book Discussion</b>  <b>Teen Advisory Group Meeting</b>  <b>Family Fun Night &amp; Reading to Dogs</b>	March. 19  March 10  March 12	9 adults  6 Teens + 2 Adults  2 children + 2 adults

## Harrington Public Library Events for May 2015

### Computer Class

Monday, May 4th @ 12:15 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

### LEGO Build it Night!

Tuesday, May 5th @ 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 - Theme: Mother's Day

Wednesday, May 6th @ 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.

### Job Center

Friday, May 8th @ 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, May 11th @ 12:15 pm— FREE Basic Computer Class. Hands-on help with Email, searching, etc. Space is limited; please sign up at the front desk.

### Teen Meeting

Tuesday, May 12th @ 6:00 pm— All teens are welcome to attend this meeting and weigh in on library issue. Free food will be served! This is a great opportunity to get some volunteer experience.

### Storytime - Theme: Frogs

Wednesday, May 13th @ 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, May 14th @ 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!

### LEGO Build it Night!

Tuesday, May 19 @ 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 – May 27 – 10:15 – for preschool children – each week we will read new stories and make a fun craft. If you have a group of 10 or more, please sign-up in advance.

Date: 3/31/2015  
 To: Mayor and Council  
 City of Harrington  
 RE: Parks & Recreation March Report 2015

<b>Program</b>	<b>Participants</b>	<b>Teams or Units</b>	<b>Comments</b>
<b>Dance</b>	<b>40</b>	<b>10</b>	Dance Classes are ongoing.
<b>SPCA</b>			Harrington Parks & Recreation Center is a location where you can donate wanted items to the 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>Tennis</b>	<b>N/A</b>	<b>N/A</b>	We started taking registrations the end of March.
<b>Indoor Field Hockey</b>	<b>70</b>	<b>8</b>	These teams began playing in an ongoing league at Schutte Park in Dover through March 8, 2015.
<b>Spring Soccer</b>	<b>236</b>	<b>22</b>	Games begin on April 11, 2015.
<b>Cheernastics</b>	<b>59</b>	<b>2</b>	This program begins April 13, 2015.
<b>Basic Tumbling &amp; Gymnastics</b>	<b>12</b>	<b>N/A</b>	This program begins on April 1, 2015.
<b>Ladies Fit Class</b>	<b>N/A</b>	<b>N/A</b>	Classes will run on Thursday and Saturdays.
<b>Golf Tournament</b>	<b>N/A</b>	<b>N/A</b>	The Annual Golf Tournament is scheduled for May 15, 2015. Registration began on January 6, 2015 and runs through May 8, 2015.
<b>Heritage Day</b>	<b>N/A</b>	<b>N/A</b>	Heritage Day is scheduled for August 29, 2015. Registrations began on January 6, 2015.

Web Site = 1132 visits and 3,619 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>77 visits</b>
<b>Mon-Thurs</b>	<b>5:30pm-7:45pm</b>	<b>Dances Classes</b>	<b>40</b>
<b>Mon-Tues</b>	<b>5:30pm-9:00pm</b>	<b>Indoor Field Hockey</b>	<b>70</b>

\*Activities were restricted at the Rec center during the month of March with the new floor installation.

*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

April 4, 2015

Harrington City Council:

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

Total Responses for the Month	114
Total Responses in City Limits	67
Total Responses out of City Limits	47
Men In Service	239
Hours In Service	114 hours 23 minutes
Manhours in Service	231 hours 25 minutes

Respectfully Submitted,

Rob Taylor  
EMS Secretary

# URS

CITY PLANNING CONSULTANT

TO: Mayor and City Council of Harrington  
FROM: Debbie Pfeil, Senior Planner  
DATE: April 15, 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 Waiting on applicant to submit final plan
<b>Midway Park Center Apartments-</b>	April 12, 2012 conceptual plan approval Waiting on applicant to submit preliminary plan
<b>Harrington Retail Center-</b>	June 16, 2011 final site plan approval Waiting on applicant to submit building permit
<b>Cabot Creek subdivision-</b>	May 21, 2009 preliminary subdivision approval 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 Scheduled for 12/18/14 Planning Commission Meeting
<b>Harrington Meadows-</b>	Board of Adjustment variance granted on February 25, 2013. The conceptual subdivision plans were approved at the 7/11/13 Planning Commission Meeting. Applicant has submitted the preliminary subdivision plan for City to review & application was sent back to meet Chapter 370 preliminary subdivision plan requirements.

## 2. Planning Projects

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

### 3. Planning Services

URS was requested to assist in the following projects:

- Category B Review-29 Reed Street / New Single Family Home
- ZCC Review-110 Fleming Street / Historic Plaque
- ZCC Review-310 South West Street / Sign denied
- ZCC Review-17568 South DuPont Highway / Height Change & Relocation of Sign
- Agro Lab-USDA announcement event attendance
- DelDOT Meeting-Spartan Station change of Use
- Predevelopment Meeting-LP Sports relocation
- Predevelopment Meeting-Annexation Growth Area
- Assisted Clerk of Council with "The Legacy" response questioning preliminary approval
- Email inquiry response for realtor on 315 Calvin Street regarding nonconforming
- Misc. email / phone call inquiries
- Prepared the City Neighborhood Building Blocks Grant for \$40,000-submitted to DEDO

### 4. Library Committee

- Attended the Library Site Committee meeting on April 13.

5. **Chapter 440 Zoning Project Status** – Presented Draft document at the March 16 City Council Meeting. Notifications were sent to multiple sign companies and current City development engineers/surveyors for input. All documents were posted on the City website to include comment instructions. The Comprehensive Rezone Project included research with the City Utility Clerk and staff to verify parcel and address information. The change of zone map and spreadsheet exhibit was presented to the City Council and Planning Commission on April 14. This information will be forwarded to the City Clerk for certified notices and scheduling of the Public Hearing.

**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 Diltzenhofer, PE, PP, CME  
Frank J. Seney, Jr., PE, PP, CME  
Terence Vogt, PE, PP, CME  
Dennis K. Yoder, PE, PP, CME  
Charles E. Adamsen, 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)

18-33 Habsted Street, Suite 204  
East Orange, NJ 07018  
(973) 323-3066  
(973) 323-3068 (fax)

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

3 Jecama 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  
Widwood 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 Trindle 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:** April 15, 2015

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

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Enclosed please find the April 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  
APRIL 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): 20%

Status: Bids were opened on February 27, 2015. Reybold Construction was awarded the project. A Notice to Proceed was issued on April 2, 2015. Work starts 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 are being 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.