

Harrington Police Department

Monthly Report to
Mayor & City Council

“Making a Difference”

Norman R. Barlow - Chief of Police

Ruth K. Peterman – Police Resources Manager

Keith B. Shyers – Deputy Chief

E. Kenneth Brode – Lieutenant

Adam S. Gillespie – Sergeant

Joseph M. Perna – Sergeant

Bradford E. Reed – Corporal

Byron Stubbs – Corporal/ SRO

Richard Baker – Corporal

Shawn Jacobs – Patrolman

Carl Klotz - Patrolman

Brooke Watkinson - Recruit

Samuel Wilks - Patrolman

Pastor Guy Simpson - Chaplain

Pastor Ken Figgs - Chaplain

March 1st – 31st 2016

Respectfully Submitted:

Norman R. Barlow
Chief of Police

March 2016 meetings and activities;

- 3/2 Admin Meeting
- 3/7 City Council Meeting
- 3/8 Kent County Chiefs' Meeting
- 3/15 State Police Chiefs' Meeting
- 3/21 City Council Meeting
- 3/23 Budget Meeting
- 3/24 Awards Night

HPD updates and happenings.

- Our new hire in the Police Academy is doing well.
- Our Bathroom remodel is ongoing.
- Officers Perna and Stubbs were named Officers of the Year for 2015.
- Accreditation is still ongoing
- Carl is continuing our community policing efforts and is doing an outstanding job.

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	\$14,814.75	\$387.80	141	\$5,069.29	215	\$35,998.20	\$628.08	\$36,626.28	\$5,729.00
September	\$8,156.00	\$224.50	81	\$2,934.60	134	\$36,340.15	\$2,156.40	\$38,496.55	\$39,062.41
October	\$13,184.75	\$360.22	131	\$4,708.82	211	\$28,729.10	\$1,599.50	\$30,328.60	\$6,380.75
November	\$9,656.25	\$255.83	91	\$3,344.18	156	\$22,937.80	\$1,840.50	\$24,778.30	\$9,740.06
December	\$14,162.50	\$381.18	139	\$4,982.80	227	\$17,796.42	\$1,344.00	\$19,140.42	\$25,144.56
January	\$24,015.75	\$642.70	239	\$8,401.30	428	\$23,733.68	\$852.44	\$24,586.12	\$4,750.00
February	\$14,075.75	\$363.96	136	\$4,757.61	246	\$23,130.43	\$1,039.50	\$24,169.93	\$10,010.80
March	\$28,854.25	\$797.90	298	\$10,430.00	495	\$20,251.65	\$4,091.60	\$24,343.25	\$20,300.00
April									
May									
June									
TOTALS	\$169,542.25	\$4,434.13	1630	\$57,962.43	2743	\$240,642.36	\$16,011.29	\$256,653.65	\$140,826.58

Breakdown of Other Moneys Received Mar-16

Reports \$400.00
 LESO - USDA reimb for new vehicle \$15,700.00
 LESO - Sale of equipment \$4,200.00
 \$20,300.00

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	220	35	388	86	6	15
September, 2015	250	23	279	57	2	5
October, 2015	276	45	276	88	1	17
November, 2015	320	44	372	87	1	16
December, 2015	286	50	315	141	1	13
January, 2016	355	37	443	157	4	30
February, 2016	272	26	306	100	1	6
March, 2016	353	74	388	141	2	19
April, 2016						
May, 2016						
June, 2016						
TOTALS	2619	446	3304	986	26	130

News Releases
March 2016

On March 3, 2016 the Harrington Police Department arrested Dalenesha E. Benson 30, of Clarks Corner Apartments after police were contacted about a possible child abuse. On March 1, 2016 the Harrington Police Department was notified by the Division of Family Services about a possible child abuse incident involving a 10 year old child that occurred at Clarks Corner Apartments. Detectives from the Harrington Police Department, with the assistance of the Child Advocacy Center conducted the investigation. During the course of the investigation it was determined that on one occasion Ms. Benson struck the child with a TV Cable causing minor injuries to the child. Police obtained warrants for her and she later turned herself in. She was processed and with charged with one count of Assault 3rd Degree. She was arraigned via video phone at Justice of the Peace Court 2 and was released on \$500 unsecured bond.

On March 5, 2016 the Harrington Police Department arrested Nathaniel M. Opaliski 19, of the 100 Block of Sussex Ave. in Greenwood after police respond to a domestic dispute. While on patrol police responded to the Quality Inn located on Corn Crib Rd. to contact the victim. The victim reported to police that Mr. Opaliski was involved in a domestic dispute with the victim at a residence on Rose Haven Lane. Police responded to the residence and took Mr. Opaliski into custody. During the investigation police determined that Mr. Opaliski and the victim were involved in an argument and during the argument Mr. Opaliski assaulted the victim and damaged some of the victim's property. Mr. Opaliski was transported to the Harrington Police Department for processing and was charged with Offensive Touching and Criminal Mischief under \$1,000. He was arraigned via video phone at Justice of the Peace Court 7 and was committed to the Sussex Correctional Institute in default of \$200 secured bond.

On March 6, 2016 the Harrington Police Department arrested two people after police respond to a suspicious person complaint. While on patrol police were called to the 200 Block of Brooklyn Dr. for a report of a suspicious vehicle. Police responded to the location on Brooklyn Dr. and contacted Herbert J. Mullen 28, of the 800 Block of Townsend Blvd. in Dover and Robert Ciaraldi 36, of the 25000 Block of Smith Way in Milton. While Mr. Mullen was being contacted by police he gave officers a false name and date of birth. Police located his driver's license and were able to identify Mr. Mullen's real identity. He was taken into custody. Police also conducted a computer check on Mr. Ciaraldi and confirmed he was had active capias out of Sussex County Family Court, Justice of the Peace Court 14, Sussex County Court of Common Pleas and Justice of the Peace 6. Mr. Ciaraldi was also taken into custody. Both were transported to the Harrington Police Department for processing. Mr. Mullen was issued a criminal summons for criminal impersonation and released. Mr. Ciaraldi was arraigned via video phone at Justice of the Peace Court 7 was committed to the Sussex Correctional Institute in default of \$15,077 cash bond.

On March 4th, 2016 the Harrington Police Department arrested Kampta P. Sharma Jr. 21, of the 500 Block of Stoneridge Dr. in Dover on drug charges after police conduct a traffic stop. While on patrol police observed a vehicle, being operated by Mr. Sharma on South dupont Hwy and the officer on patrol ran a registration check on the vehicle. The vehicle registration was flagged due

to this vehicle possibly being involved in a road rage incident involving a firearm in New Castle County back in February 2016. Officers then stopped the vehicle and while contacting Mr. Sharma, officers immediately detected and odor of marijuana coming from the vehicle. While searching Mr. Sharma police located a small amount of marijuana in his clothing. During a search of the vehicle police located 97 baggies of Heroin and drug paraphernalia. Mr. Sharma was taken into custody and transported to the Harrington Police Department for processing. A passenger in the vehicle was detained but later released with no charges. A computer check also revealed that Mr. Sharma also had three active capias out of Kent County Family Court. Mr. Sharma was charged with Possesses a controlled substance in a Tier 1 quantity, Possess or a consumed a controlled substance, possession of marijuana other than personal use and possession of drug paraphernalia. He was arraigned via video phone at Justice of the Peace Court 7 and was committed to the Sussex correctional Institute in default of \$7,250 secured bond.

On 3-8-16 the Harrington Police Department arrested two people after police conduct a traffic stop. While on patrol at 12:45 am police stopped a vehicle on South DuPont Hwy. in Harrington after officers found the registration on the vehicle suspended due to no insurance on the vehicle. When police stopped the vehicle they immediately smelled an odor of marijuana coming from the vehicle. Police contacted the driver Brandi M. Killinger 21, of the first block of Benmel Lane in Harrington and the passenger Samantha Montgomery 23, of the first block of Big Stone Beach Rd. in Milford. Police then conducted a vehicle search and police located a small amount of marijuana, 2 baggies of Heroin and drug paraphernalia. Both were taken into custody and transported back to the Harrington Police Department for processing. A computer check also revealed that Ms. Killinger had active capias out of Kent County Court of Common Pleas. Ms. Montgomery was issued a summons for possession of drug paraphernalia and released. Ms. Killinger was charged with Possession of Marijuana, Possess or consume a controlled substance with an aggravating factor, Possession of Drug Paraphernalia and several traffic offenses. Ms. Killinger was arraigned via video phone at Justice of the Peace Court 7 and was released on \$1,175 unsecured bond.

On March 5th, 2016 the Harrington Police Department arrested a 17 year old juvenile who was wanted since 2014. The Harrington Police Department was contacted by Troopers from Delaware State Police Troop 5 who stated that they had the 17 year old suspect of Hamilton, New Jersey in custody during a traffic stop. Troopers then transported the juvenile to the Harrington and turned him over to officers at the Harrington Police Department. In June 2014 the Harrington Police Department responded to Clarks Corner Apartments for a report of an assault complaint. When police arrived they contacted the victim and police determined that the victim was shot in his face with a BB gun. The victim suffered minor injuries. Police were able to identify the 17 year old juvenile as the suspect and obtained warrants for him. Once at the Harrington Police Department the juvenile was processed and he was charged with Reckless Endangering Second Degree and Offensive Touching. Due to him being a juvenile, he was released to a family member pending a future court appearance in Kent County Family Court.

On 3-21-16 the Harrington Police Department arrested Gabrielle M. Lessner 55, of East Thrush Dr. in Milford for Driving under the influence and other charges. While on patrol on Milford-Harrington Hwy. police stopped a vehicle, being operated by Ms. Lessner for a traffic violation. Police then contacted Ms. Lessner and officer immediately smelled and odor of alcohol. Police then administered standard field sobriety tests and Ms. Lessner was then taken into custody and transported to the Harrington Police Department for processing. She was charged with Driving under the influence, Driving with a suspended or revoked license, unreasonable speed and several other traffic violations. She was released pending a future court appearance.

On 3-20-16 the Harrington Police Department arrested Tyler J. Melton 20, of the 700 Block of Mulberrie Point Rd. in Frederica for Driving under the influence of Alcohol. While on patrol on Delaware Ave. police stopped a vehicle, being operated by Mr. Melton for a traffic violation. Police then contacted Mr. Melton and the officer immediately smelled an odor of alcohol and observed a case of beer and an open beer can in the vehicle. Police then administered standard field sobriety tests and Mr. Melton was then taken into custody and transported to the Harrington Police Department for processing. Mr. Melton was charged with Driving by a Minor after consumption of alcohol, failed to remain in a single lane, no registration in possession and no insurance in possession. He was released pending a future court appearance.

On Friday March 25, 2016 the Harrington Police Department arrested Kyle D. Camper 31, of the 1900 Block of Grand Ave. in North Bergen, New Jersey on drug charges after police stopped his vehicle for speeding. While on patrol on South DuPont Hwy. at approximately 12:30 pm police stopped a vehicle, being operated by Mr. Camper for traveling 70 MPH in a posted 50 MPH zone. Police contacted Mr. Camper and while speaking to him officers noticed his hands were shaking profusely and Mr. Camper was acting very nervous. The Harrington Police Department K-9 conducted a scan of the vehicle and K-9 Marshall alerted to the presence of narcotics in the vehicle. A vehicle search was then conducted while searching police located a large suitcase in the truck containing several packages of marijuana and two smaller bags containing more bags of marijuana. Police also located a large amount of money inside the vehicle. Mr. Camper was taken into custody and transported to the Harrington Police Department for processing. Police located over 8 pounds of marijuana in the vehicle along with over \$12,000 in suspected drug money. Police also seized the vehicle that was being operated by Mr. Camper. Mr. Camper was transported to the Harrington Police Department for processing. Mr. Camper was charged with Possesses a controlled substance in a Tier 4 quantity, Possession of Drug Paraphernalia and Speeding. He was arraigned via video phone at Justice of the Peace Court 7 and committed to the Sussex Correctional Institute in default of \$15,101 secured bond.

On 3-26-16 the Harrington Police Department arrested Tracy L. Ellers 39, of the 900 Block of Gallo Rd. in Harrington for an outstanding Theft warrant. On 3-26-16 Ms. Ellers was taken into custody by the Delaware State Police and turned over to the Harrington Police Department. Ms. Ellers warrant, which Harrington Police obtained in November 2015, alleges that Ms. Ellers was given a ride by a friend to a location in Harrington. While Ms. Ellers was in the vehicle the victim reported that Ms. Ellers took money out of the victim's vehicle before she was dropped off. Ms. Ellers was processed at the Harrington Police Department and arraigned via video phone at Justice of the Peace Court 7 and was released on \$250 unsecured bond.



Monthly Report for March 2016

City Hall/Finance:

- Staff worked on the Charter Change for refinancing debt and modifying a section of the Charter concerning the term of debt to be borrowed with a super majority.
- Began budget preparation.
- Prepared the FY 2016 Latest Estimate Budget and presented it to Council.
- Calculated privilege tax for our self-insured workers compensation insurance.
- City Manager attended the Legislative Advocacy Committee meeting on March 22, 2016.
- 2015 Audit fieldwork is to begin on April 25, 2016 and will last two to three weeks.
- City Manager prepared an article for the Harrington News Journal regarding improvements at the Norfolk Southern yard.
- Submitted our Chesapeake Utilities Franchise Agreement for review on March 16, 2016. Chesapeake Utilities will review it and provide comments back to us.
- City Manager visited Washington DC to meet with our legislators. This trip was sponsored by the Delaware League.
- CM attended I & I progress meeting on March 7, 2016.
- CM attended conference call for DFIT Claims Review on March 8, 2016.
- CM attended DDD Task Force Meeting on March 10, 2016 and March 23, 2016.
- CM participated in a University of Delaware IPA Local Government Clerks Class as one of four panel members.
- CM attended the quarterly DFIT meeting.
- CM met with Kent County GIS staff to discuss ESRI implementation for FY 2017.
- CM conducted one department head meeting on March 18, 2017.
- CM attended the Builders and Contractors Committee meeting.
- Revised the water and sewer rate study to determine FY 2017 revenues.

Planning/Code Enforcement:

- Hired Glenn Mandalas as attorney for the Board of Adjustment.
- The Downtown Survey were presented to the Task Force on March 23, 2016.
- Worked with KCI to develop economic development incentives for our Downtown Development District (DDD) and citywide. These incentives will be presented April 14, 2016 along with the draft DDD plan.
- Contacted Kent County for planning assistance with a Board of Adjustment variance request.
- Envirotech Inc. was selected to perform an environmental testing on 17-19 Commerce Street. Asbestos was detected in the building and Envirotech bid the abatement for the City. Three bids were received and County Environmental was the low bidder at \$3,000.
- Abated the property located at 260 Delaware Avenue. This property failed to completely demolish an existing house. The demolition process was completed (\$5,458) and asbestos at the site was removed (\$1,825). These charges are considered a lien against the property and will be re-levied if not paid by the property owner.



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- American Financial will begin conducting sealed bid auctions at their location. These auctions will be held weekdays from 9am – 4pm. This process is only open to dealers.
- Reviewed land development procedure packets with KCI Inc.

Public Works:

- We are continuing the application process for the CWSRF loan application. We are also working on USDA applications for the same projects.
- The I & I project field work is now complete. There are still administrative issues to complete before the USDA loan can be closed. The USDA believes the interest rate at the time of closing will be less than the two percent projected.
- Tom Wilkes and City Manager met with Wayne Morris of McCrone Inc. on March 21, 2016, to discuss a path forward on closing the lagoons in place.

Library:

- Continuing due diligence work on proposed library site. We met with DelDot and Kent Conservation District on February 2, 2016. We are awaiting the engineering recommendations.

Parks and Recreation:

- Plans for the community garden are being finalized.

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.



Monthly Report for March 2016

- 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 21st so that the Reese Avenue area can be videoed and repaired.
- Three sites have been found that require excavation work in order to repair. Two sites are on Hanley Street and one site is on West Liberty.

2. Library Needs Assessment

- Request for proposal issued 2013.
- Four RFPs were received.
- Next step is to narrow the list and set up presentations.
- Meeting is scheduled for June 12, 2013.
- Presentations will be held on July 13, 2013.
- Recommendation to Council will be made on July 15, 2013 to Council.
- 1st meeting held with Becker Morgan Group.
- Needs Assessment Committee is being formulated.
- Scope of work received – Cost estimate is \$45,800.
- Requests for information have been reviewed and are being compiled.
- Library review was conducted on October 17, 2013.
- Public input meetings are being scheduled for February 24 and 25, 2014.
- Next steps will be discussed at the August 18, 2014 workshop.
- Three sites are being reviewed for selection by the City Planner, Becker Morgan Engineering and the Realtor. Findings will be presented at the November meeting.
- The Site Selection Committee narrowed the properties to two in February 2015. These properties were reviewed by the Planner and Becker Morgan Engineering. The results will be presented to Site Selection Committee in April 2015 for action.
- The engineers and planner presented their rankings to the Library Site Selection Committee on April 13, 2015.
- Council appointed the Mayor, City Solicitor and City Manager on May 18, 2015, to negotiate procurement of a site.
- Procurement committee met for the first time on August 19, 2015.
- Due diligence work is being performed on the site by Becker Morgan.
- Met with DelDOT and Kent Conservation District on February 2, 2016.

3. Delaware State Fair Contract/Case

- Max Walton approved to handle legal matters due to the conflict of interest with Schmittinger and Rodriguez.
- Fair's attorney has requested mediation to resolve issues and the City agrees.
 - i. Jeffrey Young, an attorney, has been selected as the mediator.
 - ii. Mediation was December 11, 2013. Fair requested a continuance.
 - iii. Fair did not make follow-up call on January 11, 2014 as discussed. They have asked for more time.



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- 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.
- xx. The Court has set a trial date of October 31, 2016.
- xxi. We have received an offer to settle the law suit from DSF and our reviewing it. October 2015
- xxii. Reviewed the current status of the case with Max Walton on January 14, 2016.
- xxiii. *Prepared interrogatories.*

4. 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 from the Voluntary Cleanup Program on June 15, 2015. We are working to address those questions for the Program staff.



Monthly Report for March 2016

- We are trying to get a meeting with the SIRS to verify the sampling requirements as of December 14, 2015.

Notes from the Manager

I want to make you all aware of the issues outlined by the Legislative Advocacy Committee of the DLLG. As you may remember, I am a member. **These items have not been presented to the League board and no official stand has been taken. I am sending the information so that it may be discussed by Harrington. Please contact me directly to discuss these issues.**

The Committee has identified one key position:

- The committee is strongly opposed to the creation of any additional unfunded mandates at the same time municipal revenues are being reduced.

Legislative Priorities:

1. Realty Transfer Tax
 - Preservation of existing split between State and Municipals
2. Tax Intercept
 - Delinquent Municipal property taxes
3. HB 200 – Accessible Parking (attached)
 - Recommend continued compliance with Federal ADA guidelines
 - Municipalities already following and complying with law(see attached Newark comments)
4. Accommodations Tax
 - Modify Title 22 to allow taxation
 - Willing to have a cap on percent
 - Meeting with hotel lobbyist to learn of concerns/opposition on January 14, 2016
5. Municipal Street Aid and Community Transportation Funding
 - Maintain levels with no reductions
 - change)
6. Others:
 - Gas Tax
 - Job creation
 - Infrastructure improvement
 - Stable MSA and CTF funding

Range: First to Last
 Issue Date Range: 03/01/16 to 03/31/16
 Application Date Range: 03/01/16 to 03/31/16
 Building Code Range: First to Last
 Work Type Range: First to Last
 Customer Range: First to Last
 waived Fee Status to Include: None: Y
 Activity Date Range: First to 04/14/16
 Activity Status to Include: Open: Y
 Expiration Date Range: First to 06/30/16
 Use Type Range: First to Last
 Contractor Range: First to Last
 User Code Range: First to Last
 Inc Permits With Permit No: Yes
 User Selected: Y
 Activity Type Range: First to Last
 'SENT LETTER': Y
 Open: Y
 Hold: Y
 Completed: Y
 Denied: Y
 Inc Permits With Certificate: Yes
 All: Y
 Approved: Y
 Denied: Y
 Open With No Date: Y

App Id: 1609 Prop Loc: 120 MESSICKS RD
 Issue Date: 03/04/16 Alt Cost 1: 1,904.00 Alt Cost 2: 0.00 Alt Cost 3: 0.00
 Alt Cost 4: 0.00 Alt Cost 5: 0.00 Const Type: Work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		03/04/16			Approved

App Id: 1610 Prop Loc: 15 WARD ST
 Issue Date: 03/07/16 Alt Cost 1: 2,000.00 Alt Cost 2: 0.00 Alt Cost 3: 0.00
 Alt Cost 4: 0.00 Alt Cost 5: 0.00 Const Type: Work Type: BUILDING

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		03/07/16			Approved

App Id: 1611 Prop Loc: 220 COMMERCE STREET
 Issue Date: 03/11/16 Alt Cost 1: 998.00 Alt Cost 2: 0.00 Alt Cost 3: 0.00
 Alt Cost 4: 0.00 Alt Cost 5: 0.00 Const Type: Work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		03/11/16			Approved

App Id: 1612 Prop Loc: 409 HARRINGTON AVE.
 Issue Date: 03/18/16 Alt Cost 1: 2,000.00 Alt Cost 2: 0.00 Alt Cost 3: 0.00
 Alt Cost 4: 0.00 Alt Cost 5: 0.00 Const Type: Work Type: SHED

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		03/18/16			Approved

App Id: 1613 Prop Loc: DORMAN STREET
 Issue Date: 03/30/16 Alt Cost 1: 1,020.00 Alt Cost 2: 0.00 Alt Cost 3: 0.00
 Alt Cost 4: 0.00 Alt Cost 5: 0.00 Const Type: Work Type: INTERIOR RENOVA

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		03/30/16			Approved

Comment: approved by D. Naples

App Id: 1614 Prop Loc: 6 THORPE ST
Issue Date: 03/31/16 Alt Cost 1: 2,647.00 Alt Cost 2: 0.00 Alt Cost 3: 0.00
Alt Cost 4: 0.00 Alt Cost 5: 0.00 Const Type: Work Type: SHED

Activities:

<u>Building Code</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
BUILDING	PLAN RVW		03/31/16			Approved

Range: First to Last
Violation Date Range: 03/01/16 to 03/31/16 Use Type Range: First to Last Open: Y
Ordinance Id Range: First to Last User Code Range: First to Last Completed: Y
Customer Range: First to Last Inc Violations with waived Fines: Yes Denied: Y
Activity Date Range: First to 04/14/16 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: V6-00107 Map/Parcel: 170.20-01-40.00-000 Prop Loc: 107 GRANT STREET

Description: please remove garbage pile from rear of property.

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
	SENT LETTER		03/07/16			
Comment: Exterior Warning.pdf						

Violation Id: V6-00108 Map/Parcel: 180.05-01-35.00-000 Prop Loc: 17532 S DUPONT HWY

Description: please remove trash and rubbish from the rear property.

Activities:

<u>Ordinance Id</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
	SENT LETTER		03/15/16			
Comment: Exterior Warning.pdf						

March 2016 Activities Report for Kelly Blanchies, Clerk of Council

Meetings Attended:

- March 7, 2016 City Council Workshop and Special Meeting
- March 8, 2016 Delaware Municipal Clerks Association Meeting
- March 21, 2015 City Council Meeting
- March 22, 2016 Departmental Meeting
- March 23, 2016 City Council Workshop
- March 29, 2016 Municipal Web Developers Group Meeting
- Weekly City Hall staff meetings

Projects:

- Delaware State Fair litigation
 - o Distributed interrogatory questions
 - o Researched responses to interrogatories
 - o Coordinated responses to interrogatories and corresponded with attorney
- 2016 Municipal Election
 - o Published and posted notice for absentee ballots
 - o Published and posted notice for candidates
 - o Published and posted notice to register to vote
 - o Coordinated with Department of Elections
 - o Processed candidate filing form

Ordinances & Resolutions:

- Prepared Resolutions 16-R-07
- Prepared Ordinances 16-04

Tasks:

- Prepared minutes for:
 - o January 19, 2016 City Council Meeting
 - o February 1, 2016 City Council Workshop
 - o February 22, 2016 City Council Meeting
- Prepared and posted agendas for:
 - o March 16, 2016 Builder and Developer Committee Meeting
 - o March 21, 2016 City Council Meeting
 - o March 23, 2016 City Council Workshop
- Prepared and posted packets for:
 - o March 7, 2016 City Council Workshop
 - o March 7, 2016 City Council Special Meeting
 - o March 21, 2016 City Council Meeting
- Updated messages on electronic sign
 - o Added messages: Easter egg hunt, officer of the year, April meetings
 - o Deleted messages: March meetings, St. Patrick's Day, African American History Month, Go Red, FFA Week, Parks and Rec breakfast
- Updated website
 - o Added posts: Municipal election
 - o Added adopted minutes, ordinances, resolutions, proclamations
 - o Deleted posts: African American History Month, Go Red, FFA week, downtown open house, snow forecasted March 3
- Closed the cash register 3 days a week

- Research on transfer tax exemptions

I have been selected to serve as the Secretary for the Delaware Municipal Clerks Association.

City of Harrington

Department Of Public Works

DATE: March 31, 2016

FR: Alan Moore, Public Works Supervisor

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

***RE: Public Works Department
Monthly Report
March 1, through March 31, 2016***

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

David Alan Moore Sr.

Date: 4/7/2016

After Hours on Call Report

Date	Responsible Individual	Contacts
March 07 ,2015	Dennis Trader	0
March 14 ,2015	Dudley Clough	0
March 21 ,2015	Richard Clough	3
March 28 ,2015	Leroy Lahman	1

Water Department

Turn On (# of Times)	Turn Off (# of Times)
9	11

Miscellaneous Calls	This Month	Last Month
Number of Water Related Calls	0	1
Brown Water Related Calls	4	0
Total Calls	4	1

All four complaints of brown water was received as we were flushing the hydrants.

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

Monthly & Daily Water Usage Totals	March 2016	March 2015
Monthly Totals	7,699,000	9,527,000
Daily Average	248,000	307,000

Water Leaks	Location	Work Order Date	Completion Date
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Well Status			
Well	# Of Gallons March 2016	# Of Gallons March 2015	Difference 2016 vs 2015
#1	Operational - Emergency Use Only	Operational - Emergency Use Only	Operational - Emergency Use Only
#2	544,000	816,000	-272,000
#3	1,384,000	4,132,000	-2,748,000
#4	5,771,000	4,579,000	+1,192,000
Total	7,699,000	9,527,000	-1,828,000

Sanitary Sewer Department

Sewer Issues on Property Owners		
Date	Address Of The Property With The Sewer Issue	Property Contacted Or Door Tagged
3/04/16	114 Dorman St.	Contacted
3/08/16	107 West St.	Contacted
3/11/16	12 Reese Ave.	Contacted
3/14/16	86 Clark St.	Contacted
3/17/16	103 Grant St.	Contacted
3/24/16	122 Grant St.	Contacted
3/29/16	214 E. Liberty 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.

Issues on City of Harrington		
Date	Address Of Sewer Issue	Plunged/Jetted
3/01/16	178 Main St. Farmington	Jetted the service line.
3/02/16	264 Delaware Ave.	Plunged
3/03/16	2 Ward St.	Plunged
3/04/16	4 E. Milby St.	Plunged
3/09/16	19 Dorman St.	Plunged
3/15/16	115 Mispillion St.	Plunged
3/18/16	203 E. Center St.	Plunged
3/22/16	201 E. Franklin St.	Jetted the service line.
3/25/16	8 Thomas St.	Plunged
3/26/16	109 E. Liberty St.	Plunged
3/28/16	118 Harrington Ave	Plunged
3/30/16	501 Shaw Ave.	Plunged

Street Maintenance

Pot hole Locations	Repairs Made
Clukey Dr.	Been keeping a check and filled because of the big trucks.
Meadawood Lane	Been keeping a check and filling hole in till it is black topped.
Brown St.	Repairs have been made.
Coleman St.	Repairs have been made.
Railroad Ave.	Repairs have been made.
Wolcott St.	Repairs have been made.
Peck Ave.	Repairs have been made.
Porter St.	Repairs have been made.

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

Building Maintenance/ Work Orders

Location	# of Calls
City Hall	9
Library	6
Police	10
Community Center	2
Waste Water Treatment Plant	0
Parks & Recreation	4
Public Works	8

Project Updates

Water Meter Installation

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

Water Meter Checks

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

Storm Drains Cleaning

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

Pump Stations

- Public Works pull pump # 1 cleaned it out and reset it in the wet well at Clarks Corner Station.
- Public Works had to pull the number the #1 pump and clean it out and reset it in the wet well at the Smith St. Station.
- Public Works had to pull pump # 1 at Messick Station clean it and reset it in the wet well.

- Public Works put a rebuilt pump back on line at Clarks Conner to replace pump #2
- Public Works had to pull pump # 2 at Messicks and clean it out and reset it in the wet well.

The I & I Project

- Fast Pipe East came in and lined four areas in the city limits.
- 3/16/16 they lined from manhole 147 to 148 on Peck Ave.
- 3/17/16 they lined from manhole 14 to 15 on Liberty St.
- 3/17/16 they lined from manhole 24 to 25 on Mechanic St.
- 3/17/16 they lined from manhole 62A to 62B on Hanley St.
- 3/21/16 they lined from manhole 40 to 47 on West St.
- 3/21/16 they lined from manhole 37 to 39 on West St.
- 3/22/16 they lined from manhole 137 to 138 on Clark St.
- 3/22/16 they lined from manhole 126A to 126B on Mill St.
- All the lining of the pipe is finished on this contract.

Recurring Sewer Problems

- Public Works run the camera in the service line at 11 Short St The service line was taking on dirt. We dug up the line and replaced it with schedule 40 pipe and installed a new clean out at the sidewalk.

Date: APRIL 11, 2016
To: Mayor and Council
City of Harrington
From: Christine Hayward – Library Director
RE: Work Report – Harrington Public Library – Month of MARCH 2016

Circulation Usage		
Item	Number	Comments
Visitors/Users	2857	During the month
Items checked out	2629	All items checked-out during the month
Items returned	2235	All items returned during the month
Items overdue	101	Items listed as overdue at any time during the month
Fines & Fees	\$571.	Collected During the Month
Overdrive eMedia : eBooks eAudiobooks Streaming Video	293	Total checked-out during the month
Computer Use: NA	Total Public Access Use For the month - Individual logins: Wireless Users: - NA Computer help including Ebooks: 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. Total reference transactions tracked by Dewey number for the	< Total is for Public Access Computer Use. < Total is for patrons using WIFI with their own devices – laptops, Ipads etc. 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 Totals include patrons who attend the Job Center or the weekly Basic Computer Class. Total reference including, directional , account related, Library Policy or other assistance – NOT tracked by Dewey number: Total virtual reference (by Email, phone, IM, Text): Total combined reference in person or virtual:
Other Reference questions requiring staff assistance. N/A		

Harrington Public Library	PROGRAMS	MARCH 2016
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Name	Date	Attendance
Minecraft Club	Mar. 2,7,9,14,16,21,23	Children: 25 Adults: 12
Story Time	Mar. 2,9,16,23,28,30	Children: 30 Adults: 17
Computer class	Mar. 7,14,28	Adults: 3
Book Discussion Group	Mar. 17	Adults: 7
Job Center	Mar. 1,15	Adults: 5
Family Fun Night/visit with the Easter Bunny/ Reading to the Dogs	March 10	22 Children 12 Adults
Teen Advisory Group Meeting	March 24	3 Teens 2 adults

Kelly Blanchies

From: Christine Hayward <Christine.Hayward@lib.de.us>
Sent: Tuesday, April 12, 2016 4:51 PM
To: Kelly Blanchies
Subject: FW: May Events

Kelly – here are the Library’s May Events Calendar. Please include with my Council Report.

Thank you,
Chris

From: Marleena Scott
Sent: Tuesday, April 12, 2016 3:05 PM
To: Christine Hayward
Subject: May Events

May Events

Computer Help Lab

Monday, May 2nd @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Minecraft Club

Monday, May 2nd @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Mother's Day-Storytime

Wednesday, May 4th @ 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

Wednesday, May 4th @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Saturday Morning Kids'Jamboree

Saturday, May 7th @ 10:30 am—Stories, music, and activities for birth to 5 years old. Sponsored by the Harrington Public Library and the Lake Forest Readiness Team. Presented by former HPL Children's Librarian Marie Cunningham.

Computer Help Lab

Monday, May 9th @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Minecraft Club

Monday, May 9th @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Flowers-Storytime

Wednesday, May 9th @ 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

Wednesday, May 9th @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Saturday Morning Kids'Jamboree

Saturday, May 14th @ 10:30 am—Stories, music, and activities for birth to 5 years old. Sponsored by the Harrington Public Library and the Lake Forest Readiness Team. Presented by former HPL Children's Librarian Marie Cunningham.

Computer Help Lab

Monday, May 16th @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Minecraft Club

Monday, May 16th @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Teen Meeting

Thursday, May 17th @ 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.

Police-Storytime

Wednesday, May 18th @ 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

Wednesday, May 18th @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Book Club

Thursday, May 19th @ 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 Help Lab

Monday, May 23rd @ 12:00 pm— Basic Computer Class. Space is limited; please sign up at the front desk.

Minecraft Club

Monday, May 23rd @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Cause for Alarm: Protecting Delaware from Fire

Tuesday, May 24th @ 6:00 pm— A program from the Delaware Humanities Forum presented by Mr. Michael Dixon. Delaware, a state with many densely packed communities filled with old, wooden structures, has seen its share of tragic fires and conflagrations. This grave threat to public safety, from the beginning of colonization, caused people to enact regulations and form fire departments. This story of firefighting provides an overview of what fire has done to our towns and cities as we rebuilt, implemented new laws, and organized more effective fire protection forces. The lecture is loaded with stories describing how places throughout the state bravely confronted the "fire fiend" when the dreaded "fire bell in the night" called people them from their slumbers.

Fire Safety-Storytime

Wednesday, May 25th @ 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.

Last Minecraft Club of the 2015/2016 School Year

Wednesday, May 25th @ 3:30 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 between 10 years of age through 8th grade. We work on a first come, first serve basis with the laptops.

Date: 3/31/2016
 To: Mayor and Council
 City of Harrington
 RE: Parks & Recreation March Report 2016

Program	Participants	Teams or Units	Comments
Dance	45	11	The Recital will be on June 11, 2016.
SPCA			Harrington Parks & Recreation Center is a location where you can donate wanted items to the first State Animal Center and Kent County SPCA.
Adult Fitness	115	N/A	Current number of adults registered to use the facility during the day. The annual membership will be \$50/person or \$75/family or couple.
Youth Indoor Hockey	25		This program was an instructional program for grades k-5. It ran during the month of March.
Spring Soccer	264	23	Soccer begins on Saturday, April 9, 2016.
Cheerleading	55	2	Registrations ended on March 31, 2016. The program begins on April 4, 2016.
Tumbling & Gymnastics	14		Registrations are ongoing. This Program will begin on April 13, 2016.
Ladies Fit Class	9		This is a new program held on Saturday mornings from 9:45-10:30AM.
Teen/Adult Ballet	4		This is a new class for adults that began in January. It is held on Thursday evenings from 6:30-7:15pm.
Golf Tournament			Registrations began on January 2, 2016 and end on May 13, 2016. The Golf Tournament is on Friday, May 20, 2016 at Johnathan's Landing.
Tennis	4		Registrations are ongoing. This Program will begin the end of May.
Field Hockey Tournament	150	17	This fundraiser was held on March 5, 2016 at Lake Forest High School.

Web Site = 956 visits and 4,365 page views

Recreation Center			
Days	Hours	Usage for the Month	Number of Participants
Mon –Thurs Fri	8am-4pm 8am-12pm	Adult Fitness	358 visits during the month
Mon-Thurs	5:30pm-7:45pm	Dances Classes	45
Tues-Wed	1:00-3:00pm	Team Basketball	32
Saturday	9:45-10:30am	Ladies Fit Class	9 each week



Bill Falasco, Recreation Director

Harrington Fire Company, Inc

EMERGENCY 911

20 CLARK STREET
HARRINGTON, DE 19952-0236
BUSINESS: (302) 398-8931
FAX: (302) 398-4350

April 13, 2015

Harrington City Council:

Below is the Fire / Service and Training activity of the Harrington Fire Company for the month ended March 2016.

Total Fire Responses for the Month	29
In Town Responses	9
Out of Town Responses	20
Personnel In Service	354
Personnel Hours In Service	16 hrs 00 min
Personnel Manhours in Service	178 hrs 00 min
Miles Travelled	378
Total Service and Trainings for the Month	4
Personnel In Service	74
Personnel Hours In Service	11 hrs 35 min
Personnel Manhours In Service	223 hrs 10 min

Respectfully Submitted,

Rob Taylor
Fire Chief

Harrington Fire Company, Inc.
EMERGENCY MEDICAL SERVICE

20 Clark Street
Harrington, DE 19952

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

April 13, 2016

Harrington City Council:

Below is the activity of the Harrington Fire Company Ambulance for the month ended March 2016.

Total Responses for the Month	80
Total Responses in City Limits	38
Total Responses out of City Limits	42
Men In Service	167
Hours In Service	76 hours 21 minutes
Manhours in Service	154 hours 39 minutes

Respectfully Submitted,

Chad Robinson
EMS Secretary



CITY OF HARRINGTON ZONING REPORT

Date: 4/6/16

This report is intended to provide a brief overview of the Zoning projects either pending or in process with the City of Harrington:

1. Pliant property (Rob Rider) – a conference call was held with the prospective tenant for the production of organic fertilizer; estimated cost of construction is \$10M with a 1 year construction time frame; estimated 15 jobs will be created. Permit applications are expected this spring. The production process was approved by Bill Pepper from a zoning standpoint.
 - a. *No updates as of 4/6/16*
2. ~~Agro Lab (Clukey Drive) – meeting held with owner Bill Rohr regarding possible interior renovations to his existing facility and the use of another building on the property for a Verizon contractor tenant; Bill advised that a lease has been executed with the tenant. No zoning issues. 2/9/16 – *Certificate of occupancy has been issued for tenant.*~~
3. Color Box building – meeting held in early November with prospective tenant (automotive storage occupancy); no movement on construction yet; expected early this year. No zoning issues.
 - a. *3/9/16 – An onsite meeting was held on 3/4/16 with the new owner, Frank Moore, to discuss immediate occupancy of the office area. A walk through had been done previously (November 2015) to identify issues that would need to be resolved. Mr. Moore was advised on 3/4/16 that illuminated Exit signs and fire extinguishers would have to be installed before a Certificate of Occupancy could be issued. No renovations are planned for the initial occupancy, but Mr. Moore advised that he would soon be seeking a permit for interior renovations to make the space more usable for his business. Confirmation of the 2 items was received on 3/8/16 and a Certificate of Occupancy issued that same day.*
 - b. *4/6/16 – Mr. Moore sought a letter from the City stating that vehicle sales would be permitted on the property. This letter was needed to secure the proper authorization from Delaware DMV. The letter of no objection was issued to Mr. Moore on 3/17/16.*
4. 260 Delaware Ave – application received (2nd submission) for the construction of a single family dwelling on the lot. Several zoning issues raised and discussed with Bill Pepper. Could ultimately involve an application for lot width variance from the Board of Adjustment. Applicant has not yet submitted the proper paperwork for a Category B review. No construction plan review has taken place at this time. Proposed structure is 2-story dwelling with an attached 3 car garage; appx. 3000 ft².
 - a. *3/9/16 – no updates.*

- b. *4/6/16 – The foundation has been removed and the lot restored to a level condition by the City. Asbestos contamination was found in the soils and properly abated by a City hired contractor. It is my understanding that liens are to be placed on the property for the costs associated with the demolition. The costs can be recovered before a building permit will be issued to the property owner for construction of a new Single Family Dwelling.*
5. 224/226 Weiner Ave – fire event on 11/29/15; families have been displaced; property was a 2-family dwelling (rental); the fire appears to have destroyed most of the 2nd and 3rd stories. The 2 family dwelling is not a permitted use in the current zoning, however it is recognized a non-conforming use and the owner has a reconstruction right; project is pending.
- 2/9/16 – a building permit has been issued.*
 - 3/9/16 – no new updates*
 - 4/6/16 – Construction is underway*
6. Stone's Pub – new owner has obtained demolition permit for interior work; a building permit application has been received and rejected for lack of proper construction documents; 1st floor is proposed as a continued use as a Bar and package store; Floors 2 and 3 will not be renovated at this time. The owner has expressed a potential use of floors 2 and 3 as residential (rental) at some time in the future; applicant has been made fully aware of all code requirements.
- 2/9/16 – a 2nd submission of the construction documents were received on 2/9/16.*
 - 3/9/16 – a building permit has been issued for the renovation of the 1st floor only. Electronic construction plans were provided by the new owner for floors 2 and 3 but have yet to be processed as a building permit application has not been received. The plans indicate reconstruction of the existing uses; 3 apartments on 2nd floor, 8 rooming units on 3rd floor. It has been proposed to install a fire suppression system (sprinklers) in the building and all life/safety issues will be brought into compliance with the 2012 IBC.*
 - 4/6/16 – A progress inspection was conducted on 3/29/16 to assess the stage of construction; several non-compliant issues were observed and brought to the attention of the applicant (work performed outside scope of permit, installation of windows that are not compliant with the State of Delaware Energy Code, structural beams not installed per the approved plans). A meeting was held with the applicant on 4/5/16 to review the revised plans she obtained and to discuss precisely how to proceed with the project to avoid any future issues. The time spent in this meeting will be billed to the applicant.*
7. Harrington Meadows – A Board of Adjustment application was received for this project on 2/26/16. The application sought relief on lot size and setbacks in consideration of possibly changing the type of dwellings proposed from Townhouses to Single Family Dwellings. (added 3/9/16)
- 4/6/16 – no updates*
8. Appx. 17156 South DuPont Hwy (vacant lots adjacent to Verizon store) – A call was received from an agent for a developer out of Chicago, Mr. Tom Cleary. He asked if the street behind the lots (Howard Dill Ave) could possibly be relocated to facilitate the combining of 3 lots to meet his client's needs. This was discussed with the City Manager. It was relayed to Mr. Cleary that the City would consider such relocation but would obviously need more information and a proper plan submission before any final

decisions could be made. Mr. Cleary did not divulge who his client was but did indicate that the proposed facility would have a drive-through component. (added 3/9/16)

a. *4/6/16 – no updates*

9. **101 3rd Street** – A building permit has been issued and construction has begun for a new 2-story Single Family Dwelling on this property. (added 3/9/16)

a. *4/6/16 – no updates*

10. **Midway Shopping Center** – ~~Two new tenant spaces received Certificates of Occupancy: Dynamic Physical Therapy and a Chiropractor's office.~~ (added 3/9/16)

11. **Harrington Retail Center** – A pre-development meeting was held on 2/12/16 with the Architect of Record for the property to discuss the possibility of constructing a mini storage facility. Debbie Pfeil oversaw this meeting. (added 3/9/16)

a. *4/6/16 – no updates*

12. **112 East St** – A meeting was held on 2/5/16 with Mr. Gary Johnson of Telemon Corporation to discuss the Zoning Classification and potential use for the lots owned by Telemon on East St. (14 lots). Telemon was interested in constructing an office building. Mr. Johnson was advised that the lots are classified as R-2 and of the uses that would currently be permissible. (added 3/9/16)

a. *4/6/16 – no updates*

13. **Friendship Village** – There are currently 3 new Single Family Dwellings under construction. (added 3/9/16)

a. *4/6/16 – construction is proceeding. Our office was advised on 4/5/16 that 3 more permits for new homes will be submitted soon*

14. **1259 Corn Crib Rd (Hotel)** – A building permit application was received on 3/8/16 to convert a conference room into an apartment at this location. No zoning applications were received. A preliminary review indicates that such a change in use may not be permitted. Further updates will be provided as they become available.

a. *4/6/16 – On 3/9/16, a discussion was held with an attorney representing the property owner. The process for a Board of Adjustment application was explained. The attorney with whom I spoke advised that he is not licensed to practice in DE and would relay the information to the property owner. No further submissions have been received.*

Respectfully Submitted,

David A. Naples, MCP
Remington, Vernick & Beach Engineers
University Office Plaza
Bellevue Building
262 Chapman Road, Suite 105
Newark, DE 19702
(410) 920-5009 cell
David.Naples@rve.org

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 Dittorshofer, PE, PP, CME
Frank J. Seney, Jr., PE, PP, CME
Terence Vogt, PE, PP, CME
Gerrits K. Yoder, PE, PP, CME
Charles E. Adamson, PLS, AET
Ken Wendell Bibus, PE, CME
Marc DeBlasio, PE, PP, CME
Leonard A. Faiola, PE, CME
Christopher J. Fazio, PE, CME
Kenneth C. Resolec, 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)

15-53 Halsbed 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 Jacana 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) 643-7110
(609) 645-7076 (fax)

4507 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 Third 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) 263-8210 (fax)

Univ. Office Plaza, Bellevue Building
262 Chapman Road, Suite 105
Newark, DE 19702
(302) 296-0212
(302) 296-6208 (fax)

**Remington, Vernick
& Arango Engineers**

243 Route 130, Suite 200
Bordentown, NJ 08506
(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 14, 2016

Re: City of Harrington
Project Update
Our File# DKHNT044

Enclosed please find the April 2016 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 2016
CITY OF HARRINGTON
CAPITAL PROJECT UPDATE**

1. Lagoon Closure Project

Status: We requested a meeting with DNREC officials to discuss specific sampling requirements and analytical protocol. Latest contact was 4/14/2016. DNREC is reviewing the file and will respond back to us week of 4/25 at the earliest.

2. I&I Removal Program (DKHNT036)

Percent complete (construction phase): 99%

Status: All work is complete. Only paperwork and final payment documents are being processed. (This project will be removed from the update next month)

3. New Water Projects Funding Applications - USDA and DNREC (DKHNT040)

Percent complete (engineering phase): 99%

Scope of project: Construct new water mains, supply well, storage tower, and facilities building.

Status: The DNREC Funding application has been submitted and accepted. USDA requires a Preliminary Engineering Report (PER) and an Environmental Report (ER); these Reports were prepared and submitted to both agencies. The ER has been accepted by both agencies. The PER was re-submitted. We are currently preparing a proposal for engineering and design services.

4. 2015 Road Program (DKHNT041)

Percent complete (construction phase): 25%

Scope of project: Roads are Mechanic, Clukey, and Meadow Wood.

Status: The project was awarded to Jerry's, Inc. for \$149,518. The Notice to Proceed was November 2, 2015. The project was suspended due to the winter weather. A Pre-construction meeting was held on April 4, 2016 to re-start work. Crews will mobilize week of 4/18/2016.

5. Sanitary Sewer Capacity Improvements - USDA and DNREC Funding Applications (DKHNT042)

Percent complete (engineering phase): 99%

Scope of project: Construct new larger diameter sewer mains on Liberty, Clark, Dixon, Gordon Streets.

Status: The DNREC CWSRF Funding application has been submitted and accepted. The PER and ER were prepared and submitted on November 4, 2015. The ER was re-submitted 3/25/2016; PER week of 4/18/2016. This project received funding approval from DNREC 2/17/2016; USDA funding pending. We are currently preparing a proposal for engineering and design services.

6. Municipal Parking Lot

Percent complete (engineering phase): 0%

Status: We are preparing a proposal for engineering services to create drainage improvements and new paving of the Dorman street parking lot.

**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.