


**TOWN OF OCEAN VIEW
DELAWARE**

July 2, 2019

TO: Honorable Mayor and Council

FROM: Carol S. Houck, Town Manager 

SUBJECT: Town Manager Report for the Council Meeting of January 9, 2019

It is my pleasure to provide you with information related to the activities of the Town and my engagements during the past month:

Playground Mulch/Porch Furniture

Our new rubber playground mulch has been in place for nearly two months and we have been receiving good feedback at the park from families. Additionally, our playground inspector visited this week to re-inspect our facility at John West Park and was very pleased with its safety improvement over the engineered wood mulch.

We have purchased porch furniture for the porch in the center of John West Park. The porch also has been beautified with hanging ferns. We continue to get very positive comments about this new addition to the park and have observed heavy usage. A future purchase includes that of a Little Free Library station.

Lighting along Muddy Neck Road

The street lighting agreements with Delmarva Power and the Delaware Electric Co-Op have been completed. These agreements are customary and allow for the addition of roadway lighting on existing poles/new poles between the area of the canal at Double Bridges Road and Woodland (where Muddy Neck becomes West). This work is expected to improve safety along this stretch of roadway which also enjoys a high level of bike traffic especially at night.

Building Envelope Update/Air-conditioning (201 Central Ave):

Our consultant Steve Szypulski from American Inspection Technologies is putting the details for a Request for Proposal (RFP) together based on the findings from the intrusive investigation completed at 201 Central. I expect to have the information in hand the week of July 15th.

An air conditioning unit at 201 Central failed last week and was replaced. This unit cooled the office areas of the Police Department. The department was without air-conditioning for nearly a week.

Copier Replacements (Copy, Fax, Scan)

The copiers that service the Administrative offices at 201 Central have been replaced under a State of Delaware lease that provides one monthly all in pricing and more favorable terms than our previous lease. The new agreement has flexible end terms and includes the machine rental, maintenance, and toner in one monthly cost. The new units will allow for most of our faxes and standalone printers to be eliminated and will result in cost savings. I plan to begin to look at the machines in the Police Dept. next to determine end of lease terms and needs.

Summer Classic Movie Wednesdays

At time of writing my report we had held our first summer movie event at John West Park featuring the classic movie Casablanca. The event went well with an approximate attendance of 85 people who enjoyed hot dogs grilled by our local Boy Scout Troop 281, ice cream treats from Bonkey's, popcorn and cotton candy, as well as dancing to live music and having some fun posing with Bogart at the entrance to Rick's Café Americain.

The feedback we're receiving about the event has been very positive. Special thanks to our own Town staff for supporting the effort before and during the events, especially Jill Oliver, Jerrad Steele, Adrienne Nickerson and members of our Police Department. I would be remiss if I also didn't thank Ashley Nickerson (Adrienne's daughter) who has volunteered for all of our spring concerts and summer movie nights (sometimes bringing friends to help) selling food, helping with set up and break down, etc. I am pleased with the team effort to make our events a success.

Next up:

Sandlot	July 3 rd	Plus food, speed pitch, other activities in the park
An Affair to Remember	July 10 th	Plus food, live music, dancing, themed photo op/etc
101 Dalmatians	July 17 th	Food, Bounce house, themed photo op/etc.

Cops and Goblins Saturday, Oct 26

Old Town Holiday Market & Tree Lighting Saturday, Nov 30

Pilot Engagement - Public Works Duties

We have begun our engagement with Herker Property Maintenance this week. The initial duties they have assumed include turf management, bed mulching, fertilization and weed control for all grass areas previously maintained by Town staff. Additionally, they will complete a late fall leaf clean up from the Town Hall/John West Park and our Administrative building.

We are also engaged in discussion regarding snow plowing operations which will be handled under a separate pilot agreement.

Additional items that will be handled on a case by case and needs basis include:

- sidewalk, catch basin, and curb repairs

- tree trimming in right of ways
- seasonal planting and or beautification
- blockage clearance from ditches and right of ways

I plan to provide you with an evaluation of the pilot effort outcome along with a recommendation for moving forward at the end of the year to align with our FY21 Budget preparation.

Energy Audit Report

Please find attached the Energy Audit for the Town of Ocean View completed by the University of Delaware Center for Energy and Environmental Policy and its Industrial Assessment Center (IAC). Below is a brief summary from the report:

Implementation of all the assessment recommendations (ARs) in this report would:

- Reduce electric energy consumption by 56,617 kilowatt-hours or 25% per year.
- Reduce carbon dioxide emission from electricity generation and heating by **64,391 lbs.** per year. This equates to a **44% reduction in the current facility carbon footprint.**
- Produce a total cost savings of **\$4,991** per year, a **reduction of 36 %.**
- The total implementation cost of all recommendations is **\$6,544** with an average payback of **1.72 years.**

Jerrad and I will begin to plan our implementation options/timing.

I have attended the following meetings/events representing the Town of Ocean View:

June 11, 2019	Town Council meeting
12	Met with Capt. Hall and Officer Dalton on Cops & Goblins
13	Met with AFLAC Rep
20	Solicitor and Ken Cimino – various topics – Planning Team Meeting
24-26	Movie Night preparations
25	Met with Herker Property Maintenance
26	Set up and attended Classic Movie night
27	Met with Bethany, So. Bethany, Millville Town Managers to discuss Cable Franchise Agreements