

TOWN MANAGER'S REPORT
April 2013

➤ **Mediacom Franchise Agreement**

There has been no further update during the past month from Phil Fraga, attorney representing the Southern Delaware Cable Consortium, on the status of the final agreement.

➤ **Assawoman Canal Trail Project**

The contract for the Assawoman Canal Trail Phase 1 design has been finalized. The scope of work includes:

1. Trail design (8 feet wide, stone dust surface, benches, minimal disturbance to existing vegetation, landscaping/fencing buffers at selected locations, at-grade crossing at Central Ave and an accessible connection to northerly sidewalk of Route 26);
2. Town Road trailhead (Asphalt parking lot, small pavilion (prefab), restroom, canoe/kayak launch, kiosk, bike rack, fee collection station, trail bridge, and pathway from parking lot);
3. Conceptual design for the northern most property with 3 alternatives.

Two meetings will be conducted. The first will be to complete the semi-final design prior to official submission for regulatory approvals. The second meeting is a public open house to be held after 90% of the construction documents are complete.

The major funding source is the Delaware Land and Water Conservation Trust Fund (DTF) Grant Program in which municipalities, counties and state agencies are eligible. The Council on Greenways and Trails reviewed and recommended approval for this project.

As part of the road improvements along Route 26 (westbound from the canal), DNREC has a verbal agreement with DelDOT to make a trail connection to the sidewalk on the north side. However, DelDOT is planning a drainage outfall that could preclude a Route 26 underpass on the west bank.

As previously stated, Ocean View along with two other municipalities and Sea Colony have committed \$5,000 each toward the planning phase of the project.

➤ **Homecoming 2013**

The Homecoming Committee will meet on April 10th at 9:00am to continue planning the event scheduled to be held on Saturday, May 11, 2013.

➤ **Board of Elections Meeting**

The Board of Elections Committee met on April 3, 2013 to certify the election results. Bill Olsen and Geoff Christ ran unopposed and will be sworn into office at the reorganizational meeting scheduled to be held on Tuesday, April 23, 2013 at 6:00PM.

➤ **Edmunds & Associates**

A training schedule has been prepared during the month of April for the accounting staff and myself to learn how to use the new financial module.

➤ **Collection Activities for Delinquent Water Accounts**

The following property owners have been issued a permit but have failed to connect to the water system. The files have been given to Dennis Schrader for collection efforts:

Gulf Stream Development Corporation – 27 Atlantic Avenue, #101
 James and Michal Fegan – 104 West Avenue
 Troy and Theresa Crowson – 12 Hudson Avenue

The following property owners have not obtained a permit nor connected to the water system. The files have been given to Dennis Schrader for collection efforts:

John and Mildred Hurley – 94 West Avenue
 Rita McGrath – 13 Central Avenue
 Rita McGrath – 4 West Avenue
 Fereydoun and Sousan Salimi – 7 West Avenue
 William Vickers III – 108 West Avenue
 Lattanzio – 35 Osprey Lane

In an effort to clean-up accounts before the year-end audit, Middlesex Water will be directed to close out 72 accounts for deceased property owners, accounts for former owners and accounts that went into foreclosure. The amount the Town will be writing off as a bad debt is \$3,172.75.

➤ **Collection Activities for Delinquent Property Taxes**

The following property owners have been turned over to Dennis Schrader for collection efforts for delinquent property taxes:

Mark A. McCreary – 13 Betts Avenue
 Jean A Clark – 31 No. Primrose Lane
 David J. Pierce – 18 Longview Drive
 Stephen Mills – 10 Windmill Lane
 Susan Krause – 177 October Glory Avenue

➤ **Health Insurance Renewal**

#1 BCBS EPO HRA \$1,500/\$3,000 RX Co-Pay \$10/\$25/\$50

Status/Census	Currently Monthly	Current Annually	New Monthly	New Annually	Monthly Increase	Annual Increase	% Increase
EE Only (5)	367.68	4,412.20	400.95	4,811.40	166.35	1,996.20	9%
EE + Child (2)	606.66	7,279.92	641.53	7,698.36	69.74	836.88	5.7%
EE + Spouse (2)	882.43	10,589.16	962.29	11,547.48	159.72	1,916.64	9.1%
EE + Family (9)	937.57	11,250.84	1,022.43	12,269.16	763.74	9,164.88	9.1%

#2 BCBS EPO HRA \$1,500/\$3,000 RX Co-Pay \$15/\$30/\$60

Status/Census	Currently Monthly	Current Annually	New Monthly	New Annually	Monthly Increase	Annual Increase	% Increase
EE Only (5)	367.68	4,412.20	386.26	4,635.00	18.58	222.96	5.1%
EE + Child (2)	606.66	7,279.92	618.02	7,416.00	11.36	136.32	1.9%
EE + Spouse (2)	882.43	10,589.16	927.02	11,124.00	44.59	535.08	5.1%
EE + Family (9)	937.57	11,250.84	984.95	11,819.00	47.38	568.56	5.1%

The BCBS Plan #2 will be selected for the insurance renewal. Other than the difference in RX co-pays, the coverage is identical to Plan #1. The RX co-pays can now be covered through the use of the benefit card. Because the percent of increase is less than 6% there will be no increase in premium costs to the employees.

Premiums for life, dental and short term disability will remain the same. An open enrollment meeting for employees has been scheduled for April 12, 2013 at 10:a.m.

Miscellaneous

- On March 22, 2013, I attended The SCAT Legislative Breakfast.
- On April 4, 2013, staff met with George Taylor, MetLife agent, to discuss the old 457B plan. There are only six participants in this plan; two no longer are employed with the Town. Mr. Taylor provided the necessary paperwork for the individuals to close out their existing accounts and either cash out or move their funds elsewhere. The Town owns a few shares of stock in MetLife which has an approximate value of \$6,000. The stock will be liquidated once Mr. Taylor has confirmed the amount and the plan will be closed.
- IRS has contacted the Town and will be conducting an Employment Tax Compliance Check for the year ending 2011 on May 16, 2013.
- Performance Evaluations for all employees will be completed during the month of April.
- I will be taking vacation from April 20th through April 28th.

Respectfully submitted,
Dianne L. Vogel
Town Manager