

**TOWN MANAGER'S REPORT**  
**May 2013**

➤ **FEMA Reimbursement for Hurricane Sandy**

The Town received a reimbursement check in the amount of \$8,099.49 for expenses associated with Hurricane Sandy.

➤ **Mediacom Franchise Agreement**

On 04/29/13 Phil Fraga, attorney representing the Southern Delaware Cable Consortium, sent an email stating that there is one item left to be resolved and then the final agreement can be released for approval by the participating Towns.

➤ **Concerts in the Park**

The first "*Concert in the Park*" has been scheduled for Friday, June 14, 2013 which is Flag Day. The "Over Time" Band will perform from 6:00p.m. through 8:00p.m. and provide a special tribute to our Veterans during their performance. Mister Softee will serve ice cream and the boy scouts will sell hot dogs.

➤ **Smithsonian Exhibit – "The Way We Worked"**

A reminder that Ocean View will be hosting the exhibit, "*The Way We Worked*" at the Town Hall from May 18th through June 23rd, Friday through Sunday, 10:00a.m. – 3:00p.m. Invitations have been mailed for the Grand Opening reception which will be held on Sunday, May 19<sup>th</sup> from 3:30pm-5:30pm. All business meetings that were scheduled to be held at Town Hall during this timeframe will be moved to 201 Central Avenue in the Freeman Room.

➤ **Millville Grant Request**

A check in the amount of \$58,700 was delivered to the Millville Volunteer Fire Company by Mayor Wood.

➤ **Edmunds & Associates Software**

Training has been completed for the new financial module. Transition to the new module took place on May 1, 2013. The new chart of accounts and vendor file has been installed. Checks and Purchase Orders are now being prepared using the new module. Beginning balances and budgets will be installed in the near future.

Training for the new Code Enforcement module will take place during May with a goal to go live on June 1st. Ocean View is now live on the Finance, AR and Tax modules.

**Miscellaneous**

- On May 1, 2013, I attended a full day workshop hosted by DEMA on Hurricane Recovery.
- The ADP payroll software has been upgraded. The upgrade automatically calculates state pension amounts and posts payroll entries to the new financial module. These tasks were previously being done manually.
- The file server room has been rewired.

- Staff continues to work with MetLife to clear accounts and transfer funds to new accounts so that the old pension/annuity account can be closed.
- The Town's commercial insurance renewed on May 7, 2013. The schedule of values for buildings, equipment and vehicles was reviewed with the insurance agent for accuracy. Removed 2005 police vehicle from policy that sold on May 7<sup>th</sup>.
- Walked the Assawoman Canal with Bob Ehemann, consultants, and DNREC staff to discuss the proposed trail alignment.
- IRS will be conducting a Payroll Compliance Test for the year ending 2011 on May 16<sup>th</sup> at 9:00a.m. The testing will be done via a conference call rather than on-site.
- Staff has begun preparing schedules for the audit. They auditors will be in the office the 3<sup>rd</sup> week of May.
- Ocean View will host the SCAT Dinner meeting on Wednesday, June 5<sup>th</sup> at DiFebo's on the Green at Bear Trap Dunes. A reminder will be sent to RSVP.

Respectfully submitted,  
*Dianne L. Vogel*  
Town Manager