



March 2018 Town Manger's Report

Economic Outlook:

The Town collected \$2,689.03 in building permit fees during the month of March. There were two (2) building permits issued for new construction.

The Town also received a check from the Recorder of Deeds in the amount of \$10,431 for realty transfer taxes (RTT) collected on our behalf. We have collected the amount required to balance the operating budget and future collections will be put towards the cost of the new police department.

Property & Casualty Insurance:

Quotes were solicited for the upcoming renewal of our P&C Insurance Policy. Our current provider provided a quote and we received a second quote from SIP/Trident. Both were presented to the Commissioners at the March workshop and a final decision will be made at the April Commission meeting.

UTV Purchase:

The Police Department's UTV arrived. It still needs to be painted and marked. Funding was provided through a State Grant and from CTF monies allocated by Senator Pettyjohn. The vehicle will be utilized during Apple Scrapple, various parades and by the Town's Public Works Departments.

Cook Street Repairs:

The Town received the Agreement and Notice to Proceed from DelDOT. We will be using CTF money to complete the project, which will consist of repaving and drainage upgrades. We are again thankful to our legislators for providing the important funding.

District #2 Commissioners Chat:

I attended the Chat at the request of Commissioner Tassone. I made a presentation on the budget and how it will be affected once the Town is no longer responsible for treating wastewater. Additional topics were discussed, including property tax rates and realty transfer tax collection.

HS Phase 4b Development Plan Review:

Various meetings were held to discuss the infrastructure plans for Phase 4b. We are not waiting on the developer to address the comments made by Town Staff and then the approval hearings will be scheduled.

Appointments:

Letters were sent to recent appointees to Board of Adjustment and Economic Development Committee, notifying them of their appointment and thanking them for the commitment to serve the Town.

HR- Public Works Hiring:

Interviews were held with candidates for the public works position. The Town has a vacancy for an entry level position. The tentative start date for a new hire would be April 16, 2018.

Employment Anniversary's Upcoming:

- Phillip Mowbray- 29 Years (April 3rd)

Upcoming Events:

- April 4th SCAT Meeting- Millville (held in Fenwick) (3 or more Commissioners may be in attendance, but no action will be taken).
- April 9th- Commission Meeting (7:00 P.M.)
- April 19th- Commission Workshop (5:00 P.M.)
- April 17th- Planning & Zoning Meeting & Public Hearing (6:00 P.M.)
- April 26th- DLLG Meeting- Dover (3 or more Commissioners may be in attendance, but no action will be taken).

Regular daily activities and duties were completed throughout the month, and weekly department meetings were held. Also attended necessary quarterly and monthly meetings pertaining to SCAT, DLLG and CMAD.

Respectfully Submitted,



Jesse Savage
Town Manager