



August 2019 Town Manger's Report

Economic Outlook

The Town collected \$7,304.08 in building permit fees during the month of August. 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 \$108,430 for realty transfer taxes (RTT) collected on our behalf during July. This amount will be set aside for future debt payments or capital projects.

J.O.B. Construction- Sussex Avenue Development

Partnered with KCI in determining the next step in the process for the development of the two new lots on Sussex Avenue. A minor development plan application is needed and will be reviewed by the Planning and Zoning Commission in September.

Sussex County Revenue Sharing Grant

The Town was formally notified of a \$30,000 grant from the County to our Police Department. Documentation of last year's grant expenditures was forwarded to the County's Finance Department so that we would become eligible for the new grant. The Police Department will purchase a 2019 Chevrolet Tahoe with this funding. We are very thankful of the County's continued support of our agency.

Comp Plan- Map Amendments

It has been discovered that there were some inadvertent errors with two of the maps in the latest adopted Town Comprehensive Plan. The Office of State Planning has agreed that they are minor and have no bearing on their approval of the plan. In an effort to correct the maps, the Town is working with Davis, Bowen and Friedel to draft correct versions. Our Solicitor is drafting the necessary ordinance(s), which will require Planning & Zoning and Commissioner consideration over the next few months.

Town Hall Improvements

The improvements to the back entrance of Town Hall were completed. Finishing up on the project that started in July, Atlantic Aluminum created and installed the new handrails. This project was included in the FY20 Capital Improvements Budget.

Dangerous Building @ 107 S Main Street

Copies of the legal adds that were advertised in the local newspaper were sent to the Town attorney, who is working on filing the necessary court documents so that we can get a Judge's order to demolish the building.

Condemned Property @ 31 Gum Street

A condemnation notice was sent to the owners of the property located at 31 Gum Street. The building is in disrepair and has been boarded up for a very long time. Per the Town's housing standard codes, the owner has been given 60 days to have the buildings on the property demolished. If it is not done, the Town can take steps to have the work done and a lien placed on the property.

Code Enforcement

There were 56 contacts made for code violations, with 34 formal notices of violations sent to property owners. There were 9 building permits issued during the month of August.

PNC Bank- Release of Restrictive Covenant @ 302 Market Street

The Town finalized with PNC the Release of the Restrictive Covenant document. It will be on the September agenda for Commission approval.

Sidewalks

The Town inspected the 200 and 300 blocks of Walnut Street and informed the property owners who had sidewalks that need to be repaired or replaced.

Employment Anniversary's Upcoming in October

- 10/5/19- Ashley Walls- 4 years

Upcoming Events

- September 9th @ 7:00 P.M.- Commission Meeting
- September 11th @ 6:00 P.M.- SCAT Dinner- Dewey Beach
- September 17th @ 6:00 P.M.- Planning & Zoning Meeting
- September 30th @ 5:00 P.M.- Commission Workshop

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