



The Town of Fenwick Island

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www.fenwickisland.delaware.gov

TOWN MANAGER'S UPDATE **Monthly Activity Update for May 2024**

In May 2024, the Town Manager actively engaged in various key activities to advance town operations and address community needs. The month began with participation in FEMA's Hurricane Awareness Training, seeking to host similar events locally. Significant progress was made on the FY25 budget and the transition of the town's shared file system to SharePoint, ensuring better business continuity.

Planning for the Memorial Day ceremony was a major focus, alongside the continuous weekly staff meetings to keep the team updated on ongoing projects. The Town Manager attended several meetings and trainings, including the SCAT Breakfast about Cyber and Homeland Security Grants, and the final sessions of the GAP webinar series.

Efforts to resolve local issues were evident, such as collaborating with Delmarva Power to remove nuisances and addressing anonymous concerns about uninhabitable housing. The manager also engaged in multiple committee meetings, including those on residential concerns, business, pedestrian safety, and technology.

Work with Wagamon's on implementing OneDrive and SharePoint for Town Hall and attending the Board of Adjustment hearing for an elevator variance highlighted the focus on operational improvements. Preparation for upcoming elections was addressed with detailed planning on election-related tasks.

Further, the Town Manager attended Executive and Town Council meetings, we responded to a FOIA request, and received approval for two homeland security grants. The month concluded with attending a QuickBase database demonstration, the dredging bid opening meeting, and resolving landscaping issues on the northern-most medians.

Additionally, the Town Manager, along with Chief Morrissey, visited local businesses to introduce themselves and foster stronger community relations.

- **Hurricane Awareness Training:**
 - Attended a training session by FEMA on May 8. Exploring options to bring similar presentations to our area to avoid traveling to Dover. A minimum of 20 participants is needed for a class to be hosted locally.
- **Fiscal Planning:**
 - Conducted budget analysis and planning for FY25.
- **System Transition:**

- Transitioned our internal shared file system to SharePoint for enhanced business continuity.
- **Memorial Day Ceremony:**
 - Worked on planning the Memorial Day ceremony.
- **Weekly Staff Meetings:**
 - Held weekly staff meetings to share updates on current projects and initiatives.
- **SCAT Breakfast:**
 - Attended on May 3 regarding Cyber Grant and Homeland Security Grant.
- **GAP Webinar Series:**
 - Attended the last four webinars in the 8-week GAP series.
- **Delmarva Power Collaboration:**
 - Worked with Jim Smith to remove a nuisance lighting on S. Schulz Rd.
- **Committee Meetings:**
 - Attended various committee meetings, including:
 - Residential Concerns Committee
 - Business Committee
 - Pedestrian Safety Committee
 - Technology Committee
- **SharePoint Implementation:**
 - Collaborated with Wagamon's on implementing OneDrive and SharePoint for Town Hall.
- **Board of Adjustment:**
 - Worked with Mike Locke on the elevator variance hearing (May 28).
 - Attended the Board of Adjustment hearing on May 28.
- **Planning Commission:**
 - Attended the Planning Commission meeting.
- **Election Preparation:**
 - Met with Colleen Wilson and Erin to review and outline the election year calendar, deadlines, absentee voting, and other election-related tasks.
- **Town Council Meetings:**
 - Attended Executive/Town Council Meetings on May 20 and May 24.
- **FOIA Request:**
 - Responded to a FOIA request received on April 26.
- **Housing Concerns:**
 - Investigated an anonymous resident's concern regarding uninhabitable housing.
- **Homeland Security Grants:**
 - Received approval for two homeland security grants.
- **Database Demonstration:**
 - Attended a QuickBase database demonstration.
- **Dredging Project:**
 - Attended the dredging bid opening meeting.
- **Landscaping Issues:**
 - Worked with the landscaping company to address concerns about the placement of sod on the two northern-most medians.

Public Works

May 2024

May 2024

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
Apr 29 A, B, C, D Crossovers Completed Backdrug E Crossover For Tomorrow Pickup Mike Car - Pittsville Sign / Post Pulled - Dagsboro (Church) Town / Beach Run Water New Plants	30 Backdrug G Crossover E & F Crossovers Completed Take Sand To State Park - Farm Beach Water New Plants	May 1 (3) Jugs Of Water - TH Measure Banner For Erin (3'x20') Pickup Uniforms @ LogoMotive Take Boxes From TH To PD For Caroline Take Down Earth Day Banner / Posts Take Sand To State Park - Cannon Beach	2 Bought New Plants - Lord's Call Comcast About Work Location Issue Cut Grass - E Indian (Seaside Inn) Cut Grass / Weed Eat Both Parks Cut Grass North Sign Cut Grass W G'Town End (DogPark)	3 Call LogoMotive, Re-Order Mike's Shirts Call Mrs. Wilus, Meet Tue. To Install Brick Check & Clean Beach Mats A - F Check 4WD Issue PW Truck Clean Out 2nd Flower Pot - FI Park Front Drop Off PD Bikes To FI Bike Shop	
6 Check Mobi Mats & Mat Ends Clean Area By PW Yard, move TH Car Drop-off PW Truck To Pittsville Mats Installed G'Town & Houston Sts. Plant Blue Flowers - FI Park Town / Beach Run	7 Check / Drain Indian St. BFP Clean Out / Fuel PW Tool Truck Install WILUS Brick Met Mrs. Wilus, Pick Out Brick Spot Pickup PD Bikes @ FI Bike Shop Plant Remaining Blue Flowers	8 Bent Rebar To Secure Mats To Beach Bryan - Hurricane Class (Dover) 8 HR Mobi-Mats Installed Indian St. Beach End Town / Beach Run Water New Plants In Town Park Water New Trees In Median	9 Bending Rebar For Mats Cut / Weedwhack Both Parks Get PW Truck From Pittsville Motors Install New TH Shredder, Toss Old One Irrigation Line Fixed - Rowe Prop. Maint. Met Mr. Burch - 3 W Essex	10 Bought More Bolts - Mobi-Mat Repairs Check Mobi-Mats Continue Mobi-Mat Repairs Find / Fix Light Issue - PW Truck Remove Banners & Flags Town / Beach Run	
13 Buried Deceased Bird On Beach Check Mat Ends Town / Beach Side Cut / Bent Last Of Rebar - Mat Pins J,K,L Crossovers Done - All Sts. Done Put Flags Back Out On Pole Town / Beach Run	14 (1) Box To LG Room (9) Boxes For Shred PD To Shed Add 2nd Brace - James St. End Pipe (S) Banners Up, Replace 2 Banner Rods Email Mercurio - Park Walk Photos Plant Flowers Donated By Mrs. Simpler	15 Check Mobi-Mats (High Winds Beach) Clean Up 3rd Bay PW Garage Cut Piece Drip Line (IFO Marquee) Fix Crepe Myrtle - FI Park Front Pickup Mike / Erin Order - LogoMotive Print Certificate For File - Bryan	16 Check Mat Ends Beach / Town Side Check Mats, Pins & Fill Gaps In Cut Grass - FI Comm Park Front Fix Fence - Atlantic Dune Crossing Recycle Out For Pickup Sweep Mobi-Mats	17 Check Keys For Kathy Drill Holes In Trash Can - 1704 Coastal New Papers In TH, Toss Old Papers Refill Water Tank - Lewes St. Garden Re-Install Mercurio Brick Stone ROW - 1604 Bay St. Completed	
20 Buntings - Park Gazebo, Fence & TH Check Mat Ends - Beach / Town Drain / Fix Sm. Water Tank Found & Fixed Pipe Leak - TH Rear Bath Ordered 7T 3/4" Gray Stone - McCarthy's Ready Beach Signs To Be Installed This	21 Bryan - DFIT (Dover) Check Sod Condition - Medians Cut Grass - North Sign & Dog Park Pressure Wash Sample Paint - PW Gate Pull Out Beach Chair - Bayard Shed Put Lost Kid & Street Signs On Beach	22 Assist PD - Radar @ Ocean Bay Plaza Cut Grass - Both Parks Deliver Packages To BOA Members Install Speed Bumps - W. Md. & Island Pull Out Beach Chair - Bayard Shed Sharpen Blades - Hustler Grasscutter	23 7T Stone Delivery - McCarthy's Charge Wireless Speaker Check Ends / Clean Off Mobi-Mats Gave LG Towels & Toilet Paper Install More Buntings - TH Property Make Stone Notebook - Per Mike	24 BJ's Run - Refreshments For Ceremony Blow Mulch & Water Off Park Walkway Blow Off PW Gate Area Check / Clean Out W. Indian BFP Check Drains - W. Md / Island Check Sound Equipment For Ceremony	
27 ← Memorial Day Holiday - OFF	28 Heavy Haul Week (2) Water Jugs To PD Check Mat Turns, Filled W/ Sand Check Mats Beach / Town Sides Check Pins / Trash / Benches FI Park Checked Out 13 W Farmington (Stone)			29 7T 3/4" Gray Stone Delivered Called Atkins & Son Materials - Pickup Called Rowe Prop Maint For Park Check Drywall Mud - Still Wet. (TH Rear) Continue Herb Spray Bayside ROW	30 Assist PD - Remove Radar @ Ocean Bay Check Drainage W. S.C. Ave. End Continue Drywall Work TH Rear Cut Grass - Cannon Park Cut Grass - North Sign / Dog Park / Hotel

Permits-8
ECC- \$219,744.59
Fees- \$6,592.97

**Town of Fenwick Island
Building Report
May 2024**

PERMIT NUMBER	PROPERTY DESCRIPTION	PROJECT DESCRIPTION	E.C.C.	FEES
5865	Hershey Exteriors Blatzheim 8 E. Dagsboro St. 1-34 23.16 234.00 LOT 14	Replace Shingle	\$24,600.00	\$738.00
5866	Giansanti Built Carey 3 W. Maryland Ave 1-34 23.20 51.01 LOT 5	Replace Deck Rails, Decking, Steps	\$28,600.00	\$858.00
5867	Giansanti Built Keck 10 W. Dagsboro St. 1-34 2316 50.00 LOT 248	Enclose ground level deck	\$21,200.00	\$637.00
5863	Chad Breneman Construction Conklin 5 E. Essex St. 1-34 23.12 243.00 LOT 9	Enclose Patio	\$26,620.72	\$798.62

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5868	Coastal Outdoor Living Cooke 60 Madison Ave. 1-34 23.16 178.00 LOT 226	Replace Deck Boards	\$20,455.28	\$613.65
5869	Interiors by Kim Horning 8 E. King St. 1-34 23.08 17.00 LOT 11	Replace Deck Boards	\$55,856.84	\$1,675.70
5870	Heathman Roofing Simpler 31 Bayard Ext. 1-34 23.16 61.00 LOT 367	Replace roof shingles	\$26,500.00	\$795.00
5871	Local Builders LLC Harwood 11 E. Lewes St. 1-34 23.08 31.00 Lot 1	Replace two existing exterior doors	\$15,911.75	\$477.00

May 2024 Business License Report

License Type Id	Business Name	Issue Date		
C2	Harold Esham	5/14/2024		
OC	Colliers LLC	5/1/2024		
OC	Donovan's Painting & Drywall	5/1/2024		
OC	Coastal Outdoor Living LLC	5/8/2024		
OC	Interiors by Kim	5/9/2024		
OC	CARVBILT LLC	5/15/2024		
OC	GERONE C. HUDSON ELECTRICAL	5/17/2024	TOTALS	
OC	DENNIS W. MARVEL ELECTRICAL	5/17/2024	C2	1
OC	CUSTOM MECHANICAL, INC.	5/22/2024	OC	8
RE	RICKARDS CENTER PARTNERSHIP	5/3/2024	RE	9
RE	HAGEE, BUCHLER, FINCH	5/6/2024	RM	0
RE	Paul & Kristan Wimbish	5/6/2024		18
RE	Matt Rzepkowski	5/10/2024		
RE	SUSAN DENT	5/14/2024		
RE	LODOWSKI, CAROL	5/14/2024		
RE	BEAM, MARK & TAMULA	5/21/2024		
RE	Leon Poffenberger	5/21/2024		
RE	KAMSHEH, DEBRA & WALID	5/22/2024		



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Beach Patrol Report

FIBP Summer 2024 has had an outstanding start. Our rookies have progressed quicker than expected and everyone will be full certified by July 1. The beach patrol is pleased to announce that we have received our Advanced USLA Certification again this year, and the certification will be valid for the next 3 years. Competition season has started, and we all are looking forward to a successful season.

June Stats:

Rescues: 7

First Aid: 10- minor 1- major

Transportation: 15

Missing Persons: 5

Fenwick Island Police Department
800 Coastal Hwy.
Fenwick Island, DE 19944



MEMORANDUM

TO: PRESIDENT
COUNCIL MEMBERS
CITIZENS

FROM: CHIEF Michael j. Morrisey

DATE: June 3, 2024

SUBJECT: MAY MONTHLY REPORT

The following is the May 2024 monthly report for your review and approval:

	<u>2024</u>	<u>2023</u>
Physical Arrests	2	4
Traffic Citation	68	90
Total Number of Complaints	53	60
DUI Arrests	3	1
Criminal Citations	4	0
Parking Tickets	1	36
Time Assisting DE State Police	6 hrs.	11
Time Assisting Other Agencies	8 hrs.	0