



The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409

302-539-3011 ~ 302-539-1305 fax

www.fenwickisland.delaware.gov

TOWN MANAGER'S RECAP

Monthly Activity Update for August 2024

As summer winds down, the Town Manager and staff remained busy throughout August, focusing on the smooth execution of the election on August 3. Thanks to the dedicated efforts of the Board of Elections and staff, the event went off without any issues. Tax letters were mailed out on August 1, and we have started receiving payments.

Throughout the month, the Town Manager participated in various committee meetings, including Residential Concerns, Business, Infrastructure, Pedestrian Safety, Environmental, and Planning. The Council reorganization meeting and swearing-in ceremony were also significant events.

The Town Manager worked closely with the Mayor and Town Solicitor on a potential resolution to an easement dispute and responded to several FOIA requests, including those for absentee ballot information, property records, and utility shut-off notices. A resident's complaint about food spoilage due to a power outage was addressed, and staff investigated and resolved a water leak behind Town Hall.

Additional activities included working with property owners to address concerns about an unsightly garden and weeds, conducting a CO house visit, and collaborating with Mike Locke on a bulkhead issue. Staff also worked with the County election office on logistics for the upcoming September 10 Primary election. The Town Manager, along with Chief Morrissey and Mayor Magdeburger, toured the OCMD Emergency Management facilities.

Looking ahead, staff are beginning to establish their goals for the fall. One major focus will be working with the IT Committee and Council to organize existing data, both electronic and paper, to streamline staff work and improve efficiency.

This month has set a strong foundation for the busy fall season ahead, ensuring the town's operations continue to run smoothly as we transition into the next phase of the year.

Election Activities:

- Assisted with election day activities and logistics on August 3.
- Attended a Board of Elections Certification meeting.
- Worked with the County election office on logistics for the September 10 Primary election.

Committee and Council Meetings:

- Attended Residential Concerns Committee meeting.
- Attended Business Committee meeting.
- Attended Infrastructure Committee meeting.

- Attended Pedestrian Safety Committee meeting.
- Attended Environmental Committee meeting.
- Attended Planning Commission meeting.
- Attended the Council reorganization meeting and swearing-in ceremony.
- Attended Executive Session and the Town Council meeting on August 23.

FOIA Requests:

- Responded to a FOIA request for absentee ballot information.
- Responded to 3 additional FOIA requests related to property records, utility shut-off notices.

Resident and Property Concerns:

- Working to resolve a resident's complaint regarding a power outage and the resulting food spoilage.
- Worked with property owners regarding concerns about the condition of an old garden/flower bed that is unsightly due to weeds and overgrowth.
- Proposed a resolution to a parking lot safety concern raised by residents.
- Went on a CO house visit with Mike Locke.
- Worked alongside Mike Locke on a bulkhead concern that was submitted in mid-June.

Town Operations and Infrastructure:

- Worked with staff to investigate and stop a water leak under the pavement located behind the Town Hall.
- Toured the OCMD Emergency Management facilities with Chief and Natalie.
- Worked with the Mayor and Town Solicitor on a potential resolution to an easement dispute.

Special Events:

- Attended the lifeguard award events on August 13 and August 15. Notably, for the first time in history, Sussex County won the national championship!

TOTAL PERMITS-8
TOTAL ECC-\$203,276.50
TOTAL FEES-\$5,887.51

TOWN OF FENWICK ISLAND
BUILDING REPORT
JULY 2024

PERMIT NUMBER	PROPERTY DESCRIPTION	PROJECT DESCRIPTION	E.C.C.	FEES
5878	Green Street Solar Adams 1402 Bunting Ave. 1-34 23.12 191.00 LOT 2	Installation of Solar Panels	\$12,200.00	\$100.00
5880	Renewal by Anderson Szymanski 2 E. Cannon St. 1-34 23.16 251.00D Unit 3	Replace 1 Window 6 Doors	\$26,563.00	\$796.89
5883	J & J Bulkheading Thomas 6 W. Essex St. 1-34 23.12 52.00 LOT 12	Replace deck boards on 4'x20' dock	\$1,500.00	\$100.00
5455	J & J Bulkheading Dorment 52 Madison Ave. 1-34 23.16 181.00 LOT 222	Repair/Replace 50' of Bulkhead	\$16,000.00	\$480.00

TOTAL PERMITS-8
TOTAL ECC-\$203,276.50
TOTAL FEES-\$5,887.51

TOWN OF FENWICK ISLAND
BUILDING REPORT
JULY 2024

5884	Clean Cut Pavers & Pools Cebrick 5 W. Atlantic St. 1-34 23.16 111.00 LOT 73	500sqft Paver Driveway	\$14,500.00	\$435.00
5881	Woodlands Sheds Inc. Nolan 2 E. Essex St. 1-34 23.12 248.00 LOT 16	Install Shed	\$4,126.50	\$123.80
5885	A & C Homes LLC Nolan 2 E. Essex St. 1-34 23.12 248.00 LOT 16	Install 236 Lft of Fencing	\$6,393.00	\$192.00
5886	Clydesdale Custom Homes LLC Walker 6 W. Cannon St. 1-34 23.16 73.00 LOT 347	Addition & Elevator to Dwelling	\$121,994.00	\$3,659.82

Public Works

July 2024

July 2024							August 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Jul 1 Check / Sand Mat Ends Town & Beach Complete Utility Ticket - Del Power - Contact Carl King Energy - Setup Weekly Cut Grass (Front) / Weed Whack FI Comm Install New Flag Pole Light Ordered Locks From Uline For PD Per	2 (2) Jugs Water / TP / Multi Towels - TH Check Out Bayside BFP's, Make List For Check Out PD Inverter Generator - OK Clean Off Parking Lot - IFO PW Gate Cut Grass - Cannon St. Park Cut Grass (Inside) FI Comm Park	3 Assist PD W/ Radar Install @ Warrens Called Julie / Pickup Donation @ Check / Fill Gaps - Dune Mats Irrigation Work - FI Comm Park Move Boat Trailer Into PW Garage 3rd Move Dumpster IFO Stone Pile	4 Independence Day Holiday - OFF	5 Cut Grass - Medians & North End Sign Dig Bonfire Pit, Stake & Caution Tape Off Move Dump Trailer For LG To Get Wood Pickup Generator - Sunbelt Rentals Put Recycle Out For Pickup Sand On Mat Ends Town & Beach Sides
8 Fill Lewes Butterfly Garden Tank Power Wash "Bonfire Tonight" Off Put Recycle Cans Back Behind TH Remove Landscape Lights / Poles - Remove Sea Shells / Posts / Ex. Cords - Repaired Pressure Washer - Clean Carb &	9 Assist PD - Remove Old & Install New Buried Irrigation Line / Install Heads - TH Cleanout PW 1st Bay Garage Put Out Dumpster For Pickup Replace Tire - Hustler Grasscutter Take PD Boxes To TH Shed - For	10 (2) Jugs Water To PD Check LG Stands On Beach Cut Sod Grass Inside FI Comm Park & PD Dump / Level Sand On Mat Ends Town / Grease Bobcat Install Outdoor Spicket & Irrigation Line	11 Blow Off Walkway - W. Cannon (IFO PD) Buried Irrigation Line - TH (S) Side Clean Up Trash Can Box - Cannon Park Cut Grass / Weedwhack Both Parks Cut Grass North Sign / Dogpark / Inspect FI Comm Park, Rake Mulch & Pick	12 Assist PD - Remove Radar @ Warren's Drain Water From PW Boat Dump / Level Sand On Mat Ends Town / Flags Lowered Per Gov. Carney For Put Extension Cords Away From Bonfire Town / Beach Run
15 Cleanout Drain Pipe - Bayside Dr. End Dump / Level Sand On Mat Ends Town / Fix (2) Cabinet Doors - PD Storage Rm. Flags Put Back Full Mast Herb Spray (E) Side Bunting Houston To Install & Paint Front Board To TH Bike	16 Check / Fill Gaps W/ Sand - Dune Mats Continue Herb Spray Bunting Ave & Pull Weeds TH Front & FI Comm Park Put TH Bike Racks Back Out Water Plants Weed Whack Grass Spots - Beach Ends	17 BJ's Run - TH Supplies & Update Acct. Cut Grass / Weedwhack All Medians Dump / Level Sand On Mat Ends Town / Herb Spray / Weedwhack Spots In ROW Pull Weeds Around Trees In Median Spray Yellow Line - 6 E King	18 Blow Out Drain Pipes - W. Farmington Called TechGas - Pick Up Empty O2 Check Brick Status - Order Will Ship Wk Check For Yard Waste - 5 W Cannon Fill Lewes Butterfly Garden Water Tank Pickup Yard Waste - McWilliams St.	19 Call Owner - 9 E Cannon (Reichert) Trees Cut Grass / Weedwhack / Blow Off Both Dump / Level Sand On Mat Ends Town / Miss Utility Tickets - E. Farm, E. G'town, Moved Porta Pot, Drop Off Hand Pull No Park / Dog Sign & Post Bunting
22 Dump / Level Sand On Mat Ends Town / Get Hand Sanitizer Station From Bayard Lowe's Run - Lumber For LG Stands Miss Utility Marks Done, Walked W/ Sgt Mow Grass - Dagsboro, Bayside & Pressure Wash Fenwick Flicks Off Bunting	23 Contact Artesian - 1007 Coastal (Surf Bagel Site) Paint Yellow Line - W. James St Pull Weeds @ North Sign Re-Locate Stop Sign 1611 Bunting (King St. Beach End)	24 Finish LG Stand #1 of 3, Put Outside PW Re-Locate Stop Sign E. G'Town & Bunting Sent Utility Ticket (#000-242) Artesian @ Sent Utility Ticket (#000-243) Comcast @ Setup Hall For Dark Skies Event Start Build - Lifeguard Stands For FIBP	25 Assist Breakdown Of Event Assist Bringing In Supplies For Event Check TH Bathrooms & Re-Stock Paper Check Trash Complaint - 8 W Atlantic Install Markers For Miss Utility - Bunting Recycle Out For Pickup	26 Called Wagamon - Reset Password For Check / Clean W. Indian BFP (Sand) Cut Grass - Both Parks Cut Grass / Herb Spray - E. Bayard / Cut Up / Discard Old Signposts Dump / Level Sand On Mat Ends Town /
29 (3) Jugs Water To TH Check 904 McWilliams For Standing Check Out Drain Box - N. Schulz Rd. ITAO Cut Grass - North Sign & Dog Park Dump / Level Sand On Mats Ends Town / Fill Water Tank - Lewes Butterfly Garden	30 Bought / Install Grate for Drain Box - Check 904 McWilliams For Water - Found Drain Box Maint. (Flush / Camera / BFP) - Start Build LG Stand 2 of 3 Utility Marks Done - 11 E Farmington Utility Marks Done - 9 E Cannon	31 Complete Sign / Post Install Bunting Complete Sign Relocate - 9 E Cannon Complete Sign Relocate - E Farmington / Continue LG Stand Build (2 Of 3) Remove Belian Memorial Off Old Beach Replaced STOP Sign - Farmington Beach	Aug 1	2

July 2024 Business License Report

License Type Id	Business Name	Issue Date		
RE	MARY PIERCE	7/1/2024		
RE	RAYNE RONALD G	7/8/2024		
RM	FENWICK CRAB HOUSE	7/18/2024		
OC	BREWINGTON ELECTRIC	7/22/2024		
			Totals	
			RE	2
			RM	1
			OC	1
				<hr/>
				4

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



MEMORANDUM

TO: PRESIDENT
COUNCIL MEMBERS
CITIZENS

FROM: CHIEF Micheal J. Morrisey

DATE: August 5, 2024

SUBJECT: JULY MONTHLY REPORT

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

	<u>2024</u>	<u>2023</u>
Physical Arrests	1	0
Traffic Citations	129	111
Total Number of Complaints	93	142
DUI Arrests	1	0
Criminal Citations	0	2
Parking Tickets	60	372
Time Assisting DE State Police	11 hrs.	22 hrs.
Time Assisting Other Agencies	9 hrs.	8 hrs.