

## **Town of Ocean View Delaware**

January 13, 2026

TO: Honorable Mayor and Council  
FROM: Matt Martin Facility Operations Manager, Public Works  
SUBJECT: Monthly update for Dept. of Public Works as of January 7th, 2026

### **32 WEST COMMUNITY CENTER & JOHN WEST PARK**

- Conducted daily facility inspections, including trash removal and restroom supply checks.
- Performed daily playground inspections and logged findings on the IPAD
- Cleaned up leaves and branches throughout the park.
- Set up for weekly meetings and rentals in the Community Center.
- The public works team prepared the park for the Old Town Holiday Market and Tree Lighting. They were responsible for the setup and breakdown of all the vendor tables and canopies, along with the snowball zone and many other tasks too long to list. Everyone did an excellent job helping make this event a success.
- Maintained the Trail of Lights to ensure all decorations were lit for the holidays.
- Winterized Irrigation with R&L Irrigation.



## 201 CENTRAL AVENUE

- Charles Fisher has been cleaning the upstairs on Tuesdays and Fridays, and Dave Kittell cleans the downstairs Monday, Wednesday, and Friday.
- Holiday decorations were erected and taken down since the last meeting.
- Dave fixed a minor leak caused by our HVAC drain.
- Jacob Balasus replaced a bad fluorescent lamp ballast in one of the light fixtures.

## FIELD WORK

- Conducted weekly town inspections, checking for damaged street signs, clogged drains, and roadside litter.
- Straightened up Stop Signs throughout town and replaced one for the intersection at Magnolia and Beaverdam.
- We had a very small snow event, luckily we only had to salt the roads and parking lots. Greg Rosner, Charles took care of all the sidewalks at the park and 201.
- Since the last meeting we installed all the wreaths and removed all the wreaths on Atlantic and on Central Ave. With the help of Apple Electric.





222 MAINTENANCE WAY

- The long-awaited Verizon tower was erected and quickly gained the approval of a pair of bald eagles.
- We prepared all the plows and salt spreaders for the upcoming winter.
- Cleaned and organized the shop.
- Winterized all the mowers and trimmers.