

Town of Ocean View Delaware

March 10, 2026

TO: Honorable Mayor and Council
FROM: Matt Martin Facility Operations Manager, Public Works
SUBJECT: Monthly update for Dept. of Public Works as of March 4, 2026

32 WEST COMMUNITY CENTER & JOHN WEST PARK

- Conducted daily facility inspections, including trash removal and restroom supply checks.
- Performed playground inspections and logged findings on the IPAD
- Set up for weekly meetings and rentals in the Town Hall.
- The Public Works team spent several weeks preparing the park for the Fire and Ice Festival. During the event, Dave Kittel and I braved the bitter winds to pick up trash and assist with breaking down the festivities afterward.
- Charles Fisher is doing an amazing job cleaning the facility every Wednesday morning.
- Several large branches and trees were damaged during the last winter storm. Public works is in the process of cleaning up after the storm.
- On Valentines Day, Facility of Operations Manager was called in to respond to a report of a smoking underground wire in the park. Upon investigation, it was discovered that a water main leak had come into contact with an abandoned, buried extension cord, causing the issue. The situation was addressed promptly to ensure the area was made safe and no further hazards remained.

201 CENTRAL AVENUE

- Charles Fisher has been cleaning the upstairs on Tuesdays and Fridays, and Dave Kittell cleans the downstairs Monday, Wednesday, and Friday.
- Over saw Master Jack Window and Doors as they adjusted several doors both upstairs and downstairs.
- Jacob Balasus fixed several light ballast and replaced bulbs throughout the building.
- Greg Rosner patched a few areas in the dry wall where needed.



FIELD WORK

- SNOW, SNOW, SNOW!
- I was lucky enough to miss the first large event at the end of January due to a training opportunity, but as expected, the team did an outstanding job.
- This last storm was something for the record books. Lots of wet heavy snow and strong winds made it hard for the team to keep up. Many of us were able to rest at the shop until it was safe enough to proceed with our snow cleanup efforts.
- The past two weeks have been full of debris clean up and downed trees. We are making a list of turf repairs caused by our plows.
- We have already started to replace damaged signs and realize there are more out there. Wet conditions have hindered our progress a little, but the guys have been hard at work.
- Apple Electric installed Photocells along Central eliminating the need for timers for the Holiday Wreaths.
- Met with electricians to get a quote on installing receptacles along West Ave. for hanging more Wreaths for the holiday season.

222 MAINTENANCE WAY

- Preventative Maintenance
- Received and installed a new Salt Spreader for our fleet.
- Prepped all equipment for our storm response. Everything fueled, sharpened, and tuned up for our snow events.
- Medicom has run a temporary internet line for our shop and will be installing a permanent line soon.

Training

- Attended the monthly DFIT Safety Meeting.
- I attended my second year and graduated from The Park and Recreation Maintenance Management School.
- Dave, Jacob, and myself attended Delaware Parks and Recreation Society annual Conference. Some of the sessions we enjoyed were
 - Play Ground Safety and Maintenance
 - Delawares Forest Health: Pest attaching Pest
 - Native Plants for Park Plantings
 - Stormwater Management
 - Maintaining Trails