

Town of Ocean View Delaware

November 18, 2025

TO: Honorable Mayor and Council
FROM: Matt Martin Facility Operations Manager, Public Works
SUBJECT: Monthly update for Dept. of Public Works as of November 18, 2025



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
- Set up for weekly meetings and rentals in the Community Center.

- Collins Lawn Care mulched all the beds at John West Park and the Community center.
- Greg Rosner designed photo cutout boards for Fire and Ice and another for Old Town Holiday Market and Tree Lighting.
- No more acorns to pick up but we have plenty of leaves!
- All the staff were on duty to ensure the Cops and Goblins event was another success.
- Dolphin Electric installed security lighting around the playground area.
- Holiday Décor has been going up throughout the park in preparation for the Old Town Holiday Market and Tree Lighting.
- Made several benches for the Town Holiday Market and Tree Lighting.
- Scheduled Irrigation winterization.



201 CENTRAL AVENUE

- All cleaning duties have been picked up by Public Works. 201 gets cleaned Tuesdays and Fridays.
- Met with Mike Gray from Holiday Décor to fix our up lighting for the front of the building. We also discussed holiday decorations.
- Scheduled Irrigation winterization.

FIELD WORK

- Conducted weekly town inspections, checking for damaged street signs, clogged drains, and roadside litter.
- Cleaned up a large oak tree that had fallen across Gracelyn Dr. in Hunters Run.
- Installed multiple Street Blades, replaced Speed Limit Signs and straightened Stop Signs throughout town.

222 MAINTENANCE WAY

- Continued with preventative maintenance with all our equipment.
- Organized all equipment manuals and service logs.

Training

- Matt and Dave attended the DFIT Snowplow “Rodeo”. The Snowplow “Rodeo” is an obstacle course to resemble some of the hazards you may run into while snowplowing. The idea is to have a fun competitive course to hone in our driving skills. We did not compete this year but volunteered to work at a few stations.

