SILVER LAKE COMMISSION

March 13, 2019
5:30 PM at Dover City Hall
Caucus Room

DRAFT AGENDA

1. Welcome/Call to order

   New Member Introductions

2. Approval of September 2018 meeting minutes

3. Public Works Updates

4. Bollard Replacements

5. Mayor's Canoe/Kayak Event – August 31

6. New Business

7. Next meeting date

8. Adjournment

Silver Lake Commission
September 19, 2018
5:30 PM, Conference Room
Dover City Hall

*****DRAFT****

Members Present	Others In Attendance
Dean Holden	Carolyn Courtney, Parks & Recreation Staff
Nick Adams	Jason Lyon, Public Works
Trish Arndt	Andrew Howard, DNREC
Zach Carter	
Margery Cyr	
Lyle Jones	

WELCOME & CALL TO ORDER: 5:30 P M

AGENDA
The chair presented the agenda for acceptance. The motion was made and seconded for approval. The agenda passed without objection.

APPROVAL OF AUGUST 2018 MINUTES
The chair presented the minutes for acceptance. Mr. Carter motioned to accept, with a second from Mr. Jones, the minutes were accepted without objection.

PUBLIC WORKS UPDATE
Mr. Lyon introduced himself and shared the Public Works update. His reviewed the bullet points on the memo. Noting the job postings had been created for the three parks maintenance staff and maintenance would then be shifted to that crew. Mr. Jones asked about training on native/non-native plants, he recommended Robert Line for this training. Mr. Lyon believed it would be part of their training at some point. Item #2, our operations manager has been working on these invasive. It was noted the last lot on the right on Washington next to park, has a lot of porcelain berry. Mr. Holden also noted the holly trees in the Crawford Carroll plaza have porcelain berry on them as well. Item # 3, the city does not have money to address this at this time. Mr. Jones noted he has soil samples of the area he wants to send away. Item #4, boat ramp has been addressed. Mr. Holden asked Mr. Adams if he had seen a difference. Mr. Adams replied yes, much better. Item # 5, the dam has a couple minor items to be addressed. The next item regarding the concrete path. Bottom line is we did regrade this area and then the rain came and washed that area. He referred everyone to the memo for further details.

The lake draw is scheduled for October. Notices were sent out and all plans are to keep to the schedule of Oct. 8 – 19 for the valve opening. If weather prevents the lake draw down efforts, it will not be repeated this year. It will be scheduled for October of 2019.

Chair Holden noted the area by the fish ladder and some discussion took place on removing the fencing and/lock for this area. Inside the fenced area does not get maintained. We have asked to have the fence removed, it does not really provide any protection as people just walk around it. It has trees/shrubs growing in the area near the fish ladder. Mr. Carter noted the company that did this as part of a settlement and now that is over with they have moved on. Mrs. Arndt reached out to the restoration work at PS&GE. They reported that public works have the key and should be doing the maintenance on this area. The lock and fence could be removed.

Chair Holden also noted a safety concern regarding a large tree on Division Street near the bridge over the St. Jones. The tree blocks the view of the lighted intersection at Kings Hwy/Division St/Park Drive. This seems to be created a safety issue for drivers as they travel east bound. Mr. Lyon stated he would look into the matter to see if the city could address.

Mr. Jones noted no trash cans are along the path from Division into the park (along St. Jones pathway). He felt it would be nice if we could add some along here. It was noted that in the parking area along the Kings Highway usually has them. Mr. Lyon said he could look into this matter as well.

BOLLARD REPLACEMENT

Mrs. Cyr reported replaced of the bollards was scheduled to begin the week of October 1st. Duck's Fencing does not anticipate any issues.

MAYOR'S KAYAK/CANOE

Ms. Courtney noted we are securing a date. There is an opportunity to partner with Open Streets for an October 20th event they are doing. With discussion, it was noted the events would be held together. There is a 5K and small walk with a variety of activities from 8 – 11 AM. Dover Fire Department and Dover Police Department will be participating as well. Kayaking is 9 – 11, however the Open Streets event is scheduled from 8 – 11 am. With discussion it was agreed to host a Clean Up event separate from the Mayor's event. We will post accordingly to solicit volunteers to come pick up trash, debris, etc. from the park area on October. Mr. Adams noted the "horn" area back to the beach tend to get full of debris and trash as people seem to sit in there and drink, etc leaving their trash behind. We will ask school groups and post PSA's for attracting volunteers for the date of October 13, 2018. This will be a good time as the lake draw down is anticipated for this period. Ms. Courtney will update a letter for solicitation of gloves and donations from Lowe's & Home Depot. Mr. Jones will reach out to these stores as well as a few others. Mrs. Cyr has plenty of water to donate, we do not need to get this supplied.

NOMINATIONS FOR CHAIRMAN

Chair Holden is stepping down as chair. After discussion with the Mayor, it was noted to nominate Mrs. Arndt as chair. This was seconded by Mr. Carter and all were in favor without objection. The chair is now Mr. Arndt.

NEW BUSINESS

Mr. Adams noted a system that captured the license plates of vehicles entering and existing the park he had recently scene. It was interesting to him, if nothing else but as a deterrent. He wondered if anyone had ever heard of this? Mr. Carter noted yes, however many of the park users may walk or ride bikes into the park and they would not be captured with that type of system. Mrs. Cyr noted also that this would be costly. Staffing and monitoring this type of system would be a problem. Mr. Holden recommended we invite Dover PD to a meeting. It would be nice if they could tell us the issues they are facing. Chair Arndt noted she could reach out to the community police officer to invite to our next meeting to review crime stats, etc.

OTHER ANNOUNCEMENTS

March 13, 2019 is the next meeting date.

ADJOURNMENT

With no further business, the meeting adjourned at 6:10 PM.

MEMORANDUM

Department of Public Works
P.O. Box 475
Dover, Delaware 19903
Phone: (302) 736-7025
Fax: (302) 736-4217
E-mail: jlyon@dover.de.us

TO: Dean Holden, P.E., Silver Lake Commission Chairman

CC: Donna S. Mitchell, CPA, City Manager
Margery Cyr, Director, Dover Public Library
Robin Eaton, Public Works Operations Manager
Roger Ridgeway, Jr., Grounds Field Supervisor II
Joshua Barth, Environmental Scientist

FROM: Jason A. Lyon, P.E., Water / Wastewater Manager

DATE: September 19, 2018

SUBJECT: **DEPARTMENT OF PUBLIC WORKS (DPW) UPDATE TO THE SILVER LAKE COMMISSION (SLC)**

The following information provides an update on activities performed by the Department of Public Works.

PARK MAINTENANCE ITEMS

Below please find an update on the status of park maintenance related items.

1. **General park maintenance.**

   It has been acknowledged by the City Manager and City Council that additional staffing resources are needed to improve the level of maintenance provided to the City's parks and designated recreation areas. As a result, a three (3) person Parks & Recreation Crew was added to the FY 2019 budget. The DPW will be working with the Parks & Recreation Department to develop the staffing as well as maintenance expectations.

2. **Maintenance of areas along the river's edge from the Silver Lake Dam to Loockerman Street.**

   The DPW Grounds Division continues to work on evaluating DNREC maintenance expectations for areas along the river's edge from the Silver Lake Dam to Loockerman Street. In addition to controlling invasives, staff is working to ensure wildlife, erosion and security concerns are also taken into consideration.

3. **Fertilize, lime or otherwise appropriately amend turf areas for healthy grass.**

   Currently, additional funding is not available to perform or expand upon current turf management activities. This will continue to be evaluated in conjunction with other City-wide vegetative and property maintenance priorities.

4. **Assess and address bottom of boat ramp.**

   The requested installation of a rip-rap wedge at the toe of the concrete boat ramp was completed as part of the FY 2018 Silver Lake Dam Repair project.

5. **FY 2018 Silver Lake Dam Annual Inspection**

The Silver Lake Dam was originally constructed in 1944. It is an earthen embankment type dam with a concrete spillway. Upstream of the dam a riser structure with a sluice gate is provided that, when opened, allows water from the lake to drain through a twenty-four inch (24") pipe. Due to failure implications and state guidelines, the Silver Lake Dam is classified as a high hazard dam. Failure of this dam has the high probability to cause loss of human life in addition to property damage. The DPW utilized a consultant to perform above water and underwater inspections of the Silver Lake Dam in the spring of FY 2018. The consultant evaluated the concrete spillway and outlet works, as well as the components in the earth embankment, wing walls, pedestrian walkway and exit channel. The following reflect the observations provided.

- Upstream Slope of Earthen Dam – Considered to be in very good condition. Areas of erosion, tall grass, weeds and small trees to be addressed in near future.
- Downstream Slope of Earthen Dam – Considered to be in very good condition.
- Concrete Spillway – Considered to be in good condition. Small trees growing near bottom of exit channel to be removed in near future. Spalls, delaminated areas and rust spot on wing walls to be repaired in near future.
- Outlet Works – Recently installed sluice gate and stem in very good condition.

Overall, results of the inspection indicate that the dam is in good condition without need for immediate remedial actions. Non-emergency remedial actions identified by the consultant will be programmed by the DPW within two (2) years.

CAPITAL IMPROVEMENTS PROJECTS

1. **Install French drains or similar to keep water and debris from flowing across concrete pathway.**

   Four (4) areas were identified as having drainage issues along the sidewalk downstream of the dam. At the March 29, 2017 meeting DPW staff recommended regrading three (3) of these areas. At the fourth location DPW staff proposed the installation of pervious pavers as a solution to alleviate the ponding. The SLC was not in favor of this proposal. Instead, it was requested to increase the thickness of the existing concrete sidewalk by pouring additional concrete on top of the subject section to essentially create a slope that will have the rain water flow away from the sidewalk.

   DPW staff did not agree with this approach as adding concrete to existing concrete will create a void between the two (2) pours. On May 24, 2017 staff instead proposed to remove and replace approximately forty (40) linear feet of ten foot (10') wide sidewalk. This project would be coupled with some slight regrading of the downhill grassed area which should alleviate most of the ponding concerns. The estimate for a contractor to replacing 400 square feet of concrete is approximately $11,000 for which funding options would need to be explored.

   At the May 24, 2017 meeting it was discussed that Mr. Jones would meet with DPW staff onsite to discuss the drain located in the area of the subject sidewalk section in order to develop a better plan in relation to the sidewalk and the drain. This meeting occurred as proposed. DPW staff located a buried yard inlet on the west side of the multi modal path. It was originally assumed that the catch basin discharged to the west, into the St. Jones River, however, after cleaning out the catch basin, staff concluded that the catch basin was not connected to a pipe.

   At the October 11, 2017 meeting Mr. Jones noted that he would try to do a probe check to locate the drain pipe to the stream. Once DPW staff receives the results of this check they will evaluate the available information to assess the feasibility of addressing the drainage issues and develop an associated proposal. The proposal may include connecting the existing drain pipe, if it is found and has adequate fall, to the existing catch basin or installing a new drain pipe. Any proposal would have to be

reviewed with DNREC and KCD. It is likely that the ultimate project would require the development of an outyear capital improvement project.

Regrading of the three (3) additional areas was started, unfortunately, due to the rain events, the area was not totally stabilized and will have to be regraded again. The work is planned to be completed by the end of October.

2. **FY 2018 Silver Lake Dam Repair**

   As noted previously, this project was completed in FY 2018. All physical work was completed by February 20, 2018.

2018 SILVER LAKE DRAWDOWN

The annual drawdown of Silver Lake will be planned for October 2018. To coincide with the timeframe of previous activity in 2017, it recommended that the drawdown be scheduled to occur from October 8 – 19, 2018. Drawdown notice would be sent to Lakeside Residents, Property Owners and Licensed Boaters by the Parks and Recreation Department by the end of August 2018. DPW staff would open the valve on October 8, 2018 and close it on October 19, 2018 or when a drawdown depth of two feet (2') is reached.