



MAY 2018

During the month of May four (4) Star Award submissions were received. Courtney Kenton from the Permitting/Inspections Department; Steven Kolodjeski from the Police Department; Corinne Mosher from Human Resources and Logan Spicer also from the Police Department. Join me in congratulating everyone. Below is a summary of their actions.

Planning Director, Dave Hugg has recommended Courtney Kenton, Office Assistant, in the Permitting/Inspections Department

Dave writes:

Courtney used surplus computer and monitor equipment to create an automated info screen in the front lobby, providing contact information, meeting schedules, major permitting and construction projects, and positive images of the City to better inform our customers and visitors to City Hall. Her dedication, creativity and commitment to the City are a true example of a STAR. Thank you, Courtney!

Police Chief, Marvin Mailey recommended Communications Operator, Steven Kolodjeski.

Chief Mailey writes:

Steven has been employed with the police department since April 2013; since that time he has earned the respect of co-workers. Although he is fairly new in his position, Steven has become proficient with the Delaware Justice Information System and Nation Crime Information Center policies and strives to further his knowledge of all aspects of the job. Due to the minimum staffing level requirements in the dispatch center, Steven often switches to cover other shifts. Thanks to his professionalism, positive attitude and ability to work well with others the transition is seamless. Steven is a valued employee who does his job with pride, patience, and unwavering dedication. Steven is a pleasure to work with and requires little supervision. Additionally, Steven strives to maintain a professional work environment.

In summary, Steven Kolojedski is model employee who is more than willing to take on the challenges of the job.

Code Enforcement Inspector, Ron Coburn has recommended Human Resources Coordinator, Corinne Mosher.

Ron writes:

After recently undergoing an emergency medical procedure, Corinne was very helpful, as always, in providing me and my wife with information for FMLA and Short-Term Disability. The forms were already complete with all my information. Only the doctors statement and my signature were required. Corinne made sure the forms were complete and sent in to UNUM.

Corinne is always very helpful, positive and dedicated. She is a great asset to the City of Dover and the City's employees.

Police Chief, Marvin Mailey recommended Patrolman, Logan Spicer.

Chief Mailey writes:

Patrolman Spicer began his career with the police department in September 2016. Since that time, he has been assigned to the patrol unit. He has built a solid reputation as an extremely hard worker. He is dedicated, reliable, and trustworthy member of the Dover Police Department. Due to his professionalism and dedication to duty, Patrolman Spicer has been assigned to the Honor Guard.

Over the past three months, in addition to his normal patrol duties he has made 21 drug arrests, two of which were felony drug charges. He has also made 2 arrests for possession of a firearms and two other arrests for brass knuckles and a knife (which are deadly weapons). Additionally, he has seized \$1,784 and made 28 local fugitive arrests. Below is just one incident where Patrolman Spicer made an outstanding arrest.

On March 3, 2018 at 2:30 a.m., the patrol unit responded to a complaint of a man with a gun at 137 S. Queen Street. Upon arrival, officers observed a subject fleeing the scene onto S. New Street in the area of New Hope II. The subject was taken into custody by Patrolman Spicer on W. Loockerman Street. Upon being arrested a search of the subject revealed 6 individually packaged plastic baggies containing counterfeit cocaine. Patrolman Spicer backtracked the route that the subject fled and discovered a Browning .22 caliber long rifle in a crawl space of 132 S. New Street. An interrogation of the subject revealed that the firearm was hidden when he fled from the police. This outlines just one of many arrests made by Patrolman Spicer.

In conclusion, Patrolman Spicer was involved in 100 written complaints, investigated 20 accidents during the first quarter of 2018. More impressively, Patrolman Spicer made 95 criminal arrests, 3 DUI arrests and 149 traffic arrests. Theses a few examples of Patrolman Spicer's dedication and devotion to duty.

Congratulations to Courtney, Steven, Corinne and Logan. STAR Award nominees were invited to a luncheon celebration, with an opportunity to win a \$50 gift card to Amazon.

Since the inception of the STAR Award Program (January 2018) a total of ten (10) Star Awards nominations have been received.

Please review the criteria below and be looking for those “STARS” among us. When submitting your nomination, ensure you share how the employee reflects the criteria.

STAR AWARD CRITERIA

<p>Attitude and Commitment</p> <ul style="list-style-type: none">• Dedicated to fulfilling job responsibilities• Demonstrates good customer service skills• Consistently dependable and is punctual in reporting to work• Serves as a role model to others• Goes above and beyond the requirements of the job	<p>Interpersonal Skills</p> <ul style="list-style-type: none">• Displays a helpful, cooperative and positive attitude towards superiors and co-workers• Consistently friendly and available to others• Uses effective listening skills• Has a team player attitude• Voluntarily assists co-workers in order to complete important department projects
<p>Work Performance</p> <ul style="list-style-type: none">• High overall quality of performance• Accurately completes work assignments on time• Controls high stress situations tactfully and calmly• Takes initiative• Requires little supervision• Willingness to learn and take on new responsibilities• Ability to train others and gladly willing to do so	<p>Personal Traits</p> <ul style="list-style-type: none">• Maintains an appropriate and neat personal appearance and dress• Professional demeanor• Conscientious, honest, hard-working• Integrity

