

Town of Milton
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 Milton, DE 19968



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May 24, 2013

To: Mayor and Council
 From: Dustan L. Russum
 RE: Monthly Report

During the past month, the water, streets, and parks department has been very diligent with completing the issued work orders as detailed below. Along with doing the work orders that are shown below, there are other tasks that are done daily, weekly, and monthly. For example, trash is collected from the parks and street trash cans four times a week and now that spring is here grass is being cut once a week. In the water department, water samples are done everyday of the week and state samples are done once a month. The Public Works Department is also given the task of setting up and cleaning up any town meetings. There are several tasks that are completed for tracking, such as work orders, time sheets, and all water reports and readings are logged in and sent to the Department of Health.

**Issued Work Orders:
 Water Dept.**

Flow test fire hydrants town wide
Flush hydrant in Preserve
Change out valve at Chestnut & Atlantic St.
Hand out door hangers for work to be done on Atlantic & Chestnut
re build chlorine pump
turned water on from dis connects
fixed crack chlorine line
Picked up road lights from Georgetown, Greenwood, and Harrington
Put up signs for road work
Dig test hole for valve on Chestnut & Atlantic
Mailed and posted the CCR report
Data logged meters
Checked to see if irrigation pit was on at 108 Morgan's Way
Checked for leaks at 409 Atlantic St
Get readings for settlements

Streets Dept.

Paint parking lot on Magnolia
Spray weeds on streets
cleaned up shop
cleaned off storm drains town wide
load brush in roll off at shop

Parks Dept.

picked up bags of weeds from garden club
pull weeds and trashed main park
Put down 80 yards of playground chips
worked on play ground equipment
Put down 80 yards of mulch in the flower beds
Put out extra trash cans in the
Install posts and rope around rain garden
pick up ground trash in park
sprayed bees in park
Fix water fountain
Spray for weeds in the park
Pump water out of rain garden for DRNEC
pick up limbs for the garden club

Parking Lot Improvement

The parking lot downtown has been restriped and more handicap parking is now available. According to the ADA requirements, the town's parking lot is required to have three handicap spaces. How many handicap-accessible spots needed is determined by the total number of parking spaces in the parking lot - the Town of Milton Magnolia Street lot falls into the 51 to 75 ranges.

Water Department

The Town of Milton's CCR (Consumer Confidence Report) has been completed for 2012. This report shows our customers what's in the town's water and the levels of what's in the water and where the water comes from. This report can be seen on the Town of Milton's website, or feel free to stop by Town Hall for a copy.