

Town of Milton

115 Federal Street
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

To: Mayor and Council

From: Greg Wingo, P.W.S. *Greg Wingo*

Re: October Monthly Report

Date: October 30, 2019

Water Department

Daily tasks are as follows: well checks and lab work, meter readings for settlements, maintenance on water meters, locates for water mains and service lines for Miss Utility of Delmarva (locate tickets), inspections of all water equipment in Treatment Plants, Pump Houses and Water Towers. Weekly tasks are as follows: chlorine testing town wide, well depths, flushing program for all dead end water mains and blow offs, valve exercise program on water main street valves, inspection on all water department tools and equipment. Monthly tasks include water sampling town wide, along with special water sampling town wide, ordering of supplies and cleaning buildings. Other tasks are installing new water meters and performing inspections on new meter pits and service lines, fire hydrants, curb valves, curb boxes and water mains. I have been reviewing plans, helping with the development and design of future water infrastructure, working with the town engineers on projects, working with the water committee, meeting with residents, Council members, engineers, developers, town manager and staff regarding projects for the water system. Public Works has attended the following training; DRWA Water Expo, Flood Resilience and Hypochlorite Disinfection/De-chlorination.

- Hydrant Flushing Program: We've been flushing hydrants as needed to move water around and exercise the fire hydrants.

- Heritage Creek Phase #5 – proof roll of the roads have been completed one time but with ponding water on the roadway I have asked the engineer to have this done again, the towns engineer has talked with the contractor to perform another proof roll. The contractor still needs to submit the final asbuilts for the easement then when approved and after the proof roll is completed the base coat of the road will begin. The Asbuilts are in the second review.
- Wagamon's Water Main Ext. Project – All punch list items have been completed. We are still waiting on clarification from the contractor on comments that engineer and myself have made and final asbuilt plans to be delivered and approved. Second set of Asbuilts are under review.
- New Shipbuilders Water Well – The Well is completed, I have scheduled a final walkthrough and we are waiting for documents from the Well Driller. The Walkthrough has been completed with no items to correct. Job is completed.
- Shipbuilders Treatment Facility – Plans are under review then we will send out to bid. I am reviewing the plans and discussing with the engineer with a few changes.
- Hydrant Color Coding – This project is coming along very good. We will complete this by the end of November.
- Replacing out Water Meters – We've been replacing and repairing meters as they go bad. This project is moving along good and will continue. I make all repairs to the meters so we can keep an inventory. I have had meetings with Master Meter reps. to discuss the failing meters. Master meter has sent more meter heads to replace those still covered under warranty. Master Meters Rep has quit so it's making this process a bit harder as I have to go through the dealer. I have talked with Master Meter and they are currently trying to fill this position as quick as they can.
- Water Leaks – 114 Broad St., (water meter replacement needed) owner is scheduling repairs and water is turned off, (Plumber has installed a new water meter pit/everything is repaired), 109 Isle Ln., (small leak on service line at "T" joint) owner has scheduled for

repairs to be made and water is still on (repairs have been made), 323 Behringer Ave., water pipe broke in basement, owner had a plumber repair/repairs are good and water is back on.

- Repairs for fire hydrants – There are three fire hydrants (Federal St., Chestnut St. and Atlantic Ave.) that need to be changed out. Public Works along with a contractor will do the change out scheduled in October. Public Works Staff have repaired the Hydrant on Front Street.
- Atlantic Ave and Chestnut St. Water Main Replacement Project: survey work, locates and sketches have been completed. Engineer is addressing a few comments I have and adding water meter pits into the plan. When we complete the review we will discuss funding options once cost estimates are completed.
- Sam Lucas Water Main Project – Preliminary cost estimates and plans are completed.
- Atlantic Street Water Main Upgrade – Reviewing plans and will be making comments to engineer. Comments have been addressed and reviewing plans.
- Milton Fire Company – Building construction has been approved. Construction is going good.
- Cannery Village Phase #4 – I have reviewed plans and made first set of comments.
- Water Towers Yearly Inspections – Corrosion Control along with Public Works Staff performed the yearly inspections on both of the Towns Water Towers. The inspection went great and found a few minor issues that need to be repaired. I am waiting for the final report of the inspections and a schedule on when the repairs will be made.

- Water Billing – Public Works Staff have been collecting meter readings, reviewing and stuffing envelopes. All Bills have been mailed out.

Street Department

Street daily, weekly and monthly tasks include cleaning storm drain grates, picking up trash, sweeping the curb line, replacing and repairing signs and post, emptying trash receptacles, cold patching, submitting street light repairs to Delmarva Power and repairing street lights owned by the Town. Below are a few projects being worked on. I attended the Salt Conundrum Seminar in Dover. We discussed Snowfall on Delmarva, Forecasting, History and Future, Delaware's Strategic Safety Plans, Salt Management Plans and Environmental Impacts of Salt.

- New Sign's Town Wide – Public Works is currently working on upgrading signs. This project is moving along ok and will be a continuing project.
- Storm Drain Repairs – This past month we've had to clean out five boxes (Chestnut St, Yew St, 3 on Shipbuilders BLVD. We are currently having to remove leaves, dirt and trash in gutter pans and in the storm drain pipes and boxes. We have a storm drain box on Federal Ext. that we will be rebuilding, this box is a triple pan and I have ordered some materials so we can finish the repair. Materials are in and I have scheduled repairs for November. (Water issues have made it difficult to finish the repairs on this box)
- Nellie Ln/West Shore Dr. – Storm Drain Pipe is spread apart from the Box. I have called in locates to excavate and make repairs. Locates have cleared and repairs scheduled for November.
- Atlantic Ave/Spruce St. – Storm Drain Pipe repair in the intersection of Atlantic Ave and Spruce Street. Locates have cleared and we have investigated a bad seal joint in the pipe. Repairs are scheduled for November. (had to get different parts to make the repairs)
- Curb Line Clean up – Public Works Staff is currently cleaning up the curb line that consist of trimming back limbs and bushes and also sweeping the curb line picking up dirt. We are trying to focus on the

gutter pans to keep them clean, because we do not have a sweeper it's very difficult to keep up with.

- Street Paving and Repairs –New St. is completed. Sand St. has been milled and is scheduled to be paved in the next week (Sand Street has been completed). We currently have a few other streets that are addressed in the budget.
- Chestnut Crossing – I have not heard anything back from the Developer on moving forward. I have talked with the Town Manager and I am going to check with the Towns Solicitor to see what the best options in moving forward.
- Merriweather Sub-Division – Concrete contractor has started the repairs on the curbing. (Curbing has been completed and inspected) I am setting up a meeting with SCD to see what else is needed on the storm pond punch list. The Owner needs to make repairs to five water service lines then paving contractor will start.
- Sidewalks Town Owned –Sidewalk list for town owned sidewalks have been completed and I have been scheduling repairs. Public Works Staff have made several repairs on Town Owned sidewalks.
- Sidewalks town wide – The first list of 25 have been reviewed and turned over to the Town Manager. I'm preparing another list as directed. Sent another list of 25 to Town Manger.
- Magnolia St. Parking Lot –We've finished the Bulkhead Inspection and waiting a report from the engineer. The parking lot design is completed. We are still in discussions with MHS on the extra parking. We've received the final report from the Engineer. I have reviewed and make the recommendation for the partial replacement of the bulkhead.
- Cannery Village Phase #4 – I have reviewed the plans and have made comments.

- Front Street Road, Curbing, Drainage & ADA Ramps Project – We've been working with the Engineers from the Fire Company Project to design and put on plans for upgrading Front Street. This project is being reviewed by the Town Engineer so we can finalize the design and set up a meeting with Representatives to discuss the funding. I am waiting for a final plan set from the town's engineer.
- Curb and Road Repair 122 Wagamons BLVD – Talked to a contractor to make repairs. Repairs are scheduled in November.
- Village Center BLVD – I have talked with contractor to get repairs done on curbing. Repairs are scheduled in Novemeber.

Parks Department

Public Works has been very busy cleaning up all the parks. Daily, weekly and monthly task include picking up trash, checking all electric outlets, breaker boxes, performing playground and equipment inspections, trimming limbs, pulling weeds in flower beds, planting, inspecting plaques and checking pots out. Public Works attended the Arborist and Tree Seminar in Harrington.

- Rails to Trails – This has been put out to bid by the State.
- Benches – We are pressure washing the wooden benches, replacing wood and staining. This project will be completed in November.
- Phase #1 Rails to Trails – I have another electric contractor scheduled to repair the lamps. Will be completed in November Parts needed to be ordered.

Other Jobs; safety meeting, set up and take down meeting, performing maintenance on all town owned buildings, cleaning shop area up, hauling brush, concrete and asphalt out of shop, inspections on sidewalks, working with contractor for the repair of town hall steps, etc..