

# Town of Milton

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**To: Mayor and Council**

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

**Re: December Monthly Report**

**Date: December 31, 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.

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

- Wagamon's Water Main Ext. Project – The Town Solicitor is preparing a letter to send to the contractor regarding issues that need to be resolved. We are waiting on a response from the contractor.
- Shipbuilders Treatment Facility – I am completed with the plan review. After all comments have been addressed the Engineer will generate the bid packet so this project can be put out to bid. I am thinking of a timeline in February of 2020.
- Replacing out Water Meters – We've been replacing and repairing meters as they go bad. This month I have been able to rebuild 6 water meters. This is an ongoing project that will continue.
- Water Leaks – 112 Betts St. had a leak in crawl space, waiting on plumber, talked with owner and they are having problems getting a plumber, I told them they need to get this fixed asap or the water will need to be turned back off, this is a very small leak at the harp, 203 Walnut St, service line leaking in the roadway in 2 spots, P.W. had to excavate roadway to patch both leaks, found an old galvanized service line, P.W. will be installing a new tap and service line at this location.
- Atlantic Ave and Chestnut St. Water Main Replacement Project: Plans are starting to be submitted to other agencies for approval and working on an estimate.
- Atlantic Street Water Main Upgrade – The design was completed and we had a meeting with DelDot Transportation to review the plan. Mr. Rust said we could use either side of the right of way but could not construct anything in the roadway. We are designing the water main to go on the South Side of Atlantic Street.
- Water Towers Yearly Inspections – Corrosion Control has sent me the inspection report and I have reviewed. The contractor has scheduled repairs for the first week of January. The Towers will stay online as the repairs needed will not interfere with the water flow.

## 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.

- 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, Shipbuilders BLVD, Yew St, Atlantic Ave, S. Spinnaker Ln.). We are currently having to remove leaves, dirt and trash in gutter pans. P.W. cleans all grates at least one time a week and more if needed. P.W. has cleaned the storm grates this month on nine different occasions.
- 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 are scheduled. P.W. is excavating this area in January.
- 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 and it's very difficult to keep up with.
- 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. I tried reaching out to the Developer by phone and email again with no response back. I will be moving forward with talking to Mr. Thompson in January to help resolve this matter.

- 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. I am waiting to hear back from the Developer on schedules for the remainder items.
- Sidewalks Town Owned – Public Works staff have been making repairs on all 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. Town Manager said we will wait until Spring of 2020 to send out letters.
- Magnolia St. Parking Lot – The design has been completed and waiting on Town Manager and Council for further action.
- 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. This has been completed.
- Village Center BLVD – I have talked with contractor to get repairs done on curbing. Repairs are scheduled. This has been completed.
- New Cell Phone Signs – The Town Manager asked to install new cell phone signs. She approved a design and I ordered the signs. The signs have come in and P.W. installed all the new signs.

## Parks Department

Public Works has been very busy cleaning up all the parks. Daily, weekly and monthly tasks 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 has been very busy hanging Christmas decorations in the Parks, Streets and making repairs to the lights. We've experienced several bulbs missing and strands of lights being cut.

- Rails to Trails – DelDot has accepted a bid. There is a preconstruction meeting set up in January that I will be attending.
- All Parks – P.W. Staff have been cleaning up all the Town owned parks. (trimming bushes and trees, raking mulch and weeding)

Other Jobs; safety meeting, set up and take down Council, P & Z, Board of Adjustments, H.P.C and special meetings, meter readings for billing, 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..