

Town of Milton

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To: Mayor and Council

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

Re: January Monthly Report

Date: January 30, 2020

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, working with P.W. Staff with day to day operations and 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 seven fire hydrants. Some of the hydrant flushing was done for the two Milton Elementary School Taps.

- Wagamon's Water Main Ext. Project – Currently, the Town and the Town Engineers are reviewing the documentations that the Contractor has submitted on January 23, 2020. This documentation was required by the contractor in the contract.

- Shipbuilders Treatment Facility – The Town Engineer has submitted the bid package and final plan on January 27, 2020 for the Town to review. I should have my review completed in two weeks. If everything is good this project will be ready for bid.

- Replacing out Water Meters – We've been replacing and repairing meters as they go bad. This month I have been able to rebuild two 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, owner will not call me back, I have had a talk with Ms. Rogers and will send them a letter, 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, scheduling issues to make the install has been difficult because of man power and weather issues, this work will be completed in February. 503 Mulberry Street had a leak under home, repaired and inspected.

- 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. Applications for funding are in progress.

- 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. I am waiting for plans from the Engineer for review of the placement on South Side of road.

- Water Towers Yearly Inspections – Corrosion Control has sent me the inspection report and I have reviewed. The contractor had to reschedule the repairs. I have not received a new schedule at this time. I am thinking the repairs will not be scheduled until spring as the weather is too cold for painting.

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 P.W. have 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 thirty two boxes (Chestnut St, Shipbuilders BLVD, Yew St, Atlantic Ave, South Spinnaker Ln. North Spinnaker Ln. Main Sail Dr., Ocean Ct, Chandler St., West Shore Dr.). 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 seven 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.
- 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 – The Developer has contacted Mrs. Rogers and Myself to set up a meeting. A meeting has not been scheduled at this time.
- Merriweather Sub-Division – The Developer has had a meeting with SCD on repairs needed with the storm pond area and I have talked with Craig from SCD to get the punch list that they are requiring. The owner will be working on the water service line repairs as weather lets them and then paving should began in April or May.
- Sidewalks Town Owned – Public Works staff have been making repairs on all sidewalks. This is a continuing project.
- 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 Mayor and Council for further action.
- Front Street Road, Curbing, Drainage & ADA Ramps Project – P.W. has investigated storm pipes in the area and could not find a tie in on Chestnut Street. The Town Engineer, Mrs. Rogers and Myself are working on solutions and designing this area.

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 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 – This project is scheduled to start on January 3, 2020.
- 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 meetings, 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, making repairs, scheduling repairs and adding the P.D. Generator to a maintenance contract, cleaning the fenced in area at the P.D. Station, etc..