

Town of Milton

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To: Mayor and Council
From: Greg Wingo, P.W.S.
Re: May Monthly Report
Date: May 29, 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. This month in house training has been on daily water sample testing and form fill outs. All scheduled classes have been canceled until further noticed.

- 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 twelve fire hydrants as we are now in our summer months. P.W. has started inspecting hydrants.

- Wagamon's Water Main Ext. Project – Currently, the Town and the Towns Engineers have reviewed the documentation that the Contractor has submitted on January 23, 2020. A request has been sent to the Contractor to get a signed copy of the horizontal and vertical drillings (Contractor said this was not required per contract). The Town has hired an outside locating company to mark out the water line, this has been completed. At this time, I believe it is in the Towns Solicitors hands. No status to report.
- Shipbuilders Treatment Facility – All bids have been turned in and opened. We have been discussing the bids and cost to figure out how we need to move forward with this project. After review of bids and all documents, we found it was best to not accept any bids as we will break the construction up into three phases. We have made changes and will put out to bid in June.
- Replacing out Water Meters – We've been replacing and repairing meters as they go bad. This month we've not been able to repair any meters with staffing issues and other tasks needing to be done. This is an ongoing project that will continue.
- Water Leaks – 112 Betts St. has a leak in the 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 is working on getting the plumber, (this is still an ongoing issue that I have been talking with the property owner on). I will be sending a letter to property owner in June.
- Atlantic Ave and Chestnut St. Water Main Replacement Project: Plans have been completed and sent off to USDA for funding. The plans have been sent to other State organizations for approvals. ODW has approved the plans.
- Atlantic Street Water Main Upgrade – Plans are completed other than working on the area of installation for the upgraded water main. We are trying to find out about a force main that Tidewater says they have

already installed on the South Side in the Right of Way. I have discussed with the Engineers from Tidewater and they have sent me a plan on the proposed force main but have not seen an approved plan. I have discussed with DelDot and they do not show any permits issued for this work. I am still investigating so we can determine on the locating of the new water main install. P.W. has excavated to find the force main in two locations. I have set up a meeting with DelDot to ask if we can install the water main in the roadway now or if we need to move on the other side off the roadway. Had a meeting onsite with DelDot, I will be submitting the plans for a permit and install in the road in June.

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. This month's in house training has been construction on the roadway safety. All outside classes have been canceled until further noticed. P.W. Staff have started spraying weeds on the roads. Currently, PW has sprayed the complete Town two times.

- New Sign's Town Wide – Public Works is currently working on upgrading signs. This project is moving along good and will be a continuing project.
- Storm Drain Repairs – This past month we've had to clean out three boxes on Shipbuilders BLVD and South 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 seven different occasions.
- Nellie Ln/West Shore Dr. – Storm Drain Pipe is spread apart from the Box. This project is scheduled for June. (P.W. Staff did not get to this

project this month) With my staffing issues and work load I have pushed this repair for June.

- 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 by using push brooms and shovels.
- Chestnut Crossing – We've had a meeting with the Developer to discuss what's needed and to let him know we will help him through the process and answer all questions. We are waiting on his response. No status update.
- Merriweather Sub-Division – Almost all repairs have been addressed from SCD Punch List. The Developer still needs to address the water services, street lighting and pavement. The Developer is hoping to have everything completed by this summer. Status is the same.
- Sidewalks Town Owned – Public Works staff have been making repairs on all sidewalks. This is a continuing project.
- Sidewalks town wide – I am currently working on the list so mailing can be sent out. At this time I have been directed to hold off on sending letters.
- Magnolia St. Parking Lot – We are working to find funding and move this project forward.
- Front Street Road, Curbing, Drainage & ADA Ramps Project – The Towns Engineer is currently working on the plans for this project. I have marked out with paint where the pipes come out to the river. The Towns Engineer, Mrs. Rogers and myself have discussed options for the drainage. Myself with the Towns Engineer have completed a site visit to look at the areas that I located pipes going to the river. I am currently looking for the plans for the Rain Garden that is on the Banks property so we can review to see if it will be possible to tie in a storm drain at that location.

- Heritage Creek Phase #3 & #4 – We've performed several punch list for both phases for Fernmoor at their request to get ready for dedication over the last few months. The punch list consist of inspecting roads, curbing, sidewalks, signs and street lights. Also, in both phases we have reviewed the street light installation and have met with Fernmoors representative several times as they have been installed outside of the approved plans. Fernmoor is working with Delmarva Power to resolve this issue.

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. Training for this month was heat exposer, proper clothing and hydration.

- Rails to Trails – This project is moving along good. The grubbing, stone base and timber removal of the bridge has been completed. Contractor is working on grading the path. The trail is roughly 90% completed.
- All Parks – P.W. Staff have been cleaning up all the Town owned parks. Trimming bushes, tree limbs and picking up ground trash.
- Parks – Memorial Park, Mill Park and Union St. and Federal St. weeding has been completed. P.W. is working on Governors Walk and Rails to Trails Phase #1 with pulling weeds and mulching.

Other Jobs; safety meetings, performing maintenance on all town owned buildings, cleaning shop area up, hauling brush, concrete and asphalt out of shop, inspections on sidewalks and making repairs, scheduling repairs of equipment and servicing equipment, cleaning Town Hall and pressure washing Town Hall, etc..

