

# Town of Milton

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**To: Mayor and Council**

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

**Re: September Monthly Report**

**Date: Oct. 1, 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. Collecting water meter readings for billing.

- Wagamon's Water Main Ext. Project – Currently, the Town's Solicitor and Town Manager are working on an easement. The install

of the water main has been completed and is being used. All other punch list items have been completed.

- Shipbuilders Treatment Facility – The pre-con meeting was held with all the contractors involved. The contractors are completing all paperwork that is needed and starting to order the materials.
- Atlantic Ave and Chestnut St. Water Main Replacement Project: Plans completed and we are waiting to hear something on the funding.
- Atlantic Street Water Main Upgrade – Plans have been completed. DelDot has requested there notes be added to the plans, town's engineer are adding the notes so I can finalize the State Permit. Waiting on funding.

### **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.

- Nellie Ln/West Shore Dr. – This has been completed.
- 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. Public Works Staff have cleaned several Streets through the Town this month.

- Chestnut Crossing – No update to report.
- Merriweather Sub-Division – Owner has been working on the Storm Drain Pond issues and Piping. Water service repairs, Street Lighting and Paving have not been started on at this time.
- Sidewalks town wide – I have been meeting with residents/owners that have called to schedule appointments. Currently, I have met with six property owners.
- Front Street Road, Curbing, Drainage & ADA Ramps Project – Town Engineer has addressed and made changes to the plans, I have reviewed. Waiting to hear back from the Property Management to have a second meeting on-site.
- Heritage Creek Phase #3 & #4 – Paving has been completed. We are waiting on Fernmoor to request another punchlist be performed. Just a few things I have noticed is not all the street lights have been relocated, sign pool in the wrong area, sign size and cracked curbs and sidewalks.

### **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.

- Rails to Trails Phase #2 – DelDot is working with the contractor on finishing a few punchlist items up. An agreement between the Town and DelDot is being worked on and should be sent out in November (DelDot is preparing the agreement). The Town is currently working on lighting information, benches and trash receptacles.

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