



DEPARTMENT MONTHLY REPORT

Meeting: Milton Town Council - May 03 2021

Staff Contact: Greg Wingo, Public Works Supervisor

Department: Public Works

Subject: Public Works Monthly Report

Departmental Highlights:

For the month of April, I have supervised the daily, weekly and monthly task for Public Works: Water, Streets and Parks Departments, answered several phone calls, answered questions from Council, residents, contractors, outside agencies, town engineer and town staff, reviewed and signed off on 33 new building permits and closed out 5 building permits, attended meetings for Heritage Creek Development Punch List issues for Phase 3A and 3B, performed a punch list for H.C. phase 3C and 3D, attended Shipbuilders Treatment Plant Facility progress meeting, Shipbuilders Paving pre-bid meeting, P.W. staff meetings, supervisors meeting, meetings with residents, Council meeting, traffic Calming ad-hoc meeting, meeting with conduit boring contractor for Rails to Trails #2 Lighting project, attended Water Committee meeting, attended Streets, Sidewalk and Park Committee meeting, meeting with Delmarva Power on Rails to Trails #2 Lighting project and on street light issues in town, reviewing plans and discussing the Front Street Drainage and Paving project, reviewing the completed plans for construction of the Atlantic Ave, Atlantic St and Chestnut Street water main upgrades to get ready for construction and to set up a pre-con meeting, inspections on the Shipbuilders Treatment Facility project, inspections on sidewalk repairs, inspections on road patching, inspections on driveway installation, covid updates with staff, safety tool box talks with Staff on running lawnmowers, weed whackers and proper PPE. Training: flagger class and water sample tester class. P.W. has completed the meter readings for 2qtr billing. Below you will see a summary of highlights and updates on projects.

Project Updates:

Water Department

- Water Leaks: 201 Bay Ave 1700 Building (leak inside, plumber on-site), 116 Collins St. (leak in bathroom, plumber on-site).
- Wagamon's Water Main Ext. Project: Waiting on the status of the easement agreement to be signed by property owner.
- Shipbuilders Treatment Facility: Project is going really well, paving the week of 4/26/21, electric is hooked up inside the building and inspection scheduled for 4/23/21, contractor working on tying in all the equipment inside the building, waiting on garage door to come in for install on the first week of May, we should be able to have a start up the second week of May to test the system.
- Atlantic Ave/Chestnut St. and Atlantic St. Water Main Projects: We are finalizing the paperwork with the contractor and getting a pre-con meeting scheduled.
- Water Facility Maintenance: P.W. Staff is moving along very well on making repairs and painting. I have performed all the inspections in the buildings and I will say they have done a great job. I have added a few more things to this list and will be completed by June.
- Tower #1 – this tower has been pressure washed on the outside.
- Tower Inspection reports 2021 – I am currently reviewing the reports, as of now I see a few minor things that I will have the contractor complete, over all, the towers are in good shape.
- Well Inspections – the well inspections are scheduled for the month of May.

Streets Department

- Curb line clean up: P.W. Staff has been cleaning up the curb line sweeping debris, leaves and dirt out of the gutter pan.
- Storm Drain Box Cleaning: P.W. Staff have cleaned out two storm drain boxes on Shipbuilders Blvd.
- Chestnut Crossing: Waiting on response from the owner.
- Merriweather Sub-Division: The owner continues on working with SCD to get the storm pond work completed, after this they will work on the other items from the punchlist. I have talked with Mr. Mills from SCD and he is pleased with the progress the owner is making.
- Sidewalks Town Wide: Currently, 13 out of the 21 violations have been repaired, inspected and completed. Actions have been taken on the 8 property's that have not been completed.
- Front Street Road, Curbing, Drainage and ADA Ramps Project: Reviewing this project with the town's Engineer and Ms. Rogers. I have also contacted

DelDot to get information on the work they have planned on Front St and Chestnut St.

- Town owned Sidewalks: P.W. Staff is making repairs on the brick sidewalks that the town owns. At this time, all of the concrete sidewalk the town owns or needed to make repairs to have been completed.
- Street Lights: Two new pole lights have been installed on the river side of Memorial Park replacing the existing poles that could not be repaired. A new electric service has been run for the lights on Union Street that had issue. All lights that I'm aware of have been repaired.
- Street Road Patches: P.W. has joint sealed all of these patches on Chestnut St., Federal St., Pine St. and Chandler St... Completed.

Parks Department

- Park Clean up: P.W. Staff has started trimming bushes, limbs, cleaning up the flower beds and tree wells to get ready for mulching in all of the town's parks.
- Playground Equipment: P.W. Staff have cleaned all playground equipment, installed signage and the playground equipment has been opened to the public. Staff is disinfecting the equipment two times Monday – Friday and once on Saturday and Sunday. I have talked to several visitors and they all give a big thank you to all involved in opening the park.
- Memorial Park – P.W. Staff along with Residents have notice a lot of glass in the park. I have looked at this myself and it appears to be coming up from the ground (bad fill). Form all the rain we have had over the last year you will find material lifting out of the ground. To help with this, I have directed my staff to walk the park every morning to help with this matter.