

**Town Manager's Report
OCTOBER 2014
Prepared by David Haller**

Streets:

- Staff and a contractor painted several curbs and cross walks
- Staff repaired a number of street signs
- Staff tar sealed the paving on several streets

Water:

- Rainbow Lake is now 1.0 ft below the spillway level.
- The roughing filters are being backwashed one time a day and the DE filters are being done once per week.
- Our wells are down an average of 10.25 feet from May 2011 levels.
- Water production and consumption. We produced and purchased an average of 339,584 GPD. We consumed an average of 308,256 GPD.

The difference is "Backwash Water" ... (9.2%). We purchased 440,800 gallons of water from MSM this month.

- 46.6% of this water came from wells.
- 4.2% of this water came from Mt. St. Mary's.
- 49.2% of this water came from Rainbow Lake.

Wastewater:

- The overland flow treatment system is up and running for the season.
- We received about 3.9" of precipitation this month (the average is 3.5").
 - We have a precipitation **SURPLUS** of 8.5" over the last six months. The average precipitation for the period from May 1 thru Oct. 31 is 23.8". We have received 32.3" for that period.
- Wastewater Treatment:
 - We treated an average of 416,000 GPD (consumed 308,256 GPD) which means that 25.9% of the wastewater treated this month was "wild water".
 - We had no spills of untreated sewerage in the month of October.
 - We did exceed the plant's design capacity on two days in the month of October.

10/15 2,024,000 GPD

10/16 794,000

Trash: Trash pickup will remain Mondays for the remainder of the month of November.

Parks:

- Staff and a contractor installed several paved walkways and additional sections of the walking trail.
- Staff removed the protective blue tubs from the young trees in Emmit Gardens Park.
- Staff has been performing standard mowing and trimming

I Recently Attended the Following Meetings:

- 10/06 Met with the Mayor to review agenda
- 10/06 Met with staff and auditors to review the audit
- Met with Standard Solar related to the solar project
- Met with RK&K and GHD to review change orders for the WWTP
- Met with the Mayor to review meeting agenda
- Attended the County MML meeting
- Met with auditors, Mayor and staff to review audit
- Met with staff, property owner and their engineer to review and discuss a future development

PARKING ENFORCEMENT REPORT

Date: October 2014

Overtime Parking: 77

Restricted Parking Zone: 5

Parked in Crosswalk:

Parked on Sidewalk:

Parked Blocking Road:

Parked by Fire Hydrant: 1

Parked on Highway:

Failure to Park between Lines:

Other Violation:

Left Side Parking:

Meter Money: \$1,362.79

Parking Permits:

Meter Bag Rental:

Parking Ticket Money: \$790.00

Funerals:

Total: \$ 2,152.79

1. Arrange to have Mountainside Farms clean and mulch E Main St. hillside garden.
2. Continue to coordinate research and communication with the State, County and MSM regarding potential sidewalk project. Continued to provide additional information and input. Reviewed other funding sources. Attended meeting with team members and the public at the MSM President's home.
3. Deliver WWTP plans to Soil Conservation for reapproval.
4. Notify Antique Mall that the Cedar trees in the right of way must be removed.
5. Arrange for the installation of the information kiosk on the Square Corner.
6. Update known college house list for Sheriff.
7. Correct Town Code amendments for consideration.
8. Contacts with Maryland Energy Administration grant administration. Continue updating and monitoring electrical usage. Coordinate billing information with Standard Solar.
9. Met with the Sustainable MD "Green Team". Have to reschedule training with State.
10. Finished labeling missing map drawers.
11. Assisted Town Clerk and Manager with Solar Easement Exhibits.
12. Visited Homes for Emmitsburg with Town Planner for final inspection. Coordinated Use and Occupancy.
13. Continued to review Dollar General bonding info and performance agreements. Took in building permit for the site. Notified owners of a Stop Work order associated with demolition until they received County permits.
14. Continued coordination of the water line extension with FEMA, Town Attorney and Town Departments. Reviewed new drawings, easement discussions. Attended preconstruction field meeting.
15. Discussed parking and signage with George Brenton from Daughters of Charity.
16. Begin to label old permit files.
17. Meet with State Highway to discuss construction of Square project.
18. Meet with Town Planner and Manager to discuss potential developments.
19. Tour town daily.

Zoning permits and/or zoning letters issued

Date	Address	Type	Fee
10-6-14	8 E Main St.	ATM	\$63
10-7-14	333 S Seton Ave	Temp Sign	NC
10-20-14	1010 Flat Iron Ct.	Shed	\$35
10-30-14	304 S Seton Ave	Shed Repair	\$35
10-30-14	51 Second Ave	Stairway Closure	\$35
10-31-14	501 E Main St	Dollar General	\$1,673.66