

Town Manager's Report

MAY, 2015

Prepared by David Haller

Streets:

- Staff repaired a number of street lights
- We had Mr. Striper painting a number of yellow lines and stop bars
- Staff cleaned east and west main street
- Staff hung the American flags on the light poles

Water:

- Rainbow Lake is now at 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 3.1 feet from May 2011 levels.
- Water production and consumption. We produced and purchased an average of 331,080 GPD. We consumed an average of 316,008 GPD.

The difference is "Backwash Water" ... (3.09%). We purchased 279,100 gallons of water from MSM this month.

- 43.5% of this water came from wells.
- 3.0% of this water came from Mt. St. Mary's.
- 53.5% of this water came from Rainbow Lake.

Wastewater:

- The overland flow treatment system is up and running for the season.
- We received about 2.4" of precipitation this month (the average is 4.5").
 - We have a precipitation **SURPLUS** of 3.8" over the last six months. The average precipitation for the period from December 1 thru May 31 is 22.2". We have received 26" for that period.
- Wastewater Treatment:
 - We treated an average of 470,000 GPD (consumed 316,008 GPD) which means that 32.8% of the wastewater treated this month was "wild water".
 - We had no spills of untreated sewerage in the month of May.
 - We did not exceed the plant's design capacity in the month of May.

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

Parks:

- Staff turned the water on and opened the pool and splash park.
- Staff had Bollinger Construction and Kelco Plumbing working on the upgrade to restrooms in Memorial park.
- Staff used the backhoe to lift the picnic table from Silo Hill park out of the woods after someone threw it into the woods from that park.
- Staff used the cyclone rake to clean-up trash and leaves around the ballfields.

I Recently Attended the Following Meetings:

- 05/04 Met with the Mayor to review agenda
- 05/13 Met with the Mayor to review the proposed budget
- 05/18 Met with the Mayor to review the agenda
- 05/20 Met with SHA staff to review and discuss the sidewalk rehab project

PARKING ENFORCEMENT REPORT

Date: May 2015

Overtime Parking: 78

Restricted Parking Zone: 2

Parked in Crosswalk:

Parked on Sidewalk: 1

Parked Blocking Road:

Parked by Fire Hydrant:

Parked on Highway:

Failure to Park between Lines:

Other Violation:

Left Side Parking:

Meter Money: \$1,397.18

Parking Permits: \$115.00

Meter Bag Rental: \$26.00

Parking Ticket Money: \$ 425.00

Funerals:

Total: \$ 1,963.18

1. Requested and received the Power Star contract. Sent to John Clapp for review. Need to meet to go over his comments.
2. Continue to coordinate Dollar General construction. Talked to engineer about drainage pipe. Discussed utility connections and issued Infrastructure permit. Discussed Temporary Use and Occupancy due to the SHA delays in SWM and Water connection.
3. Arranged and attended a follow up TAC signage meeting at the Town offices.
4. Reviewed the final Emmitt Gardens survey with the Town Manager. Waiting for final copies to record.
5. Reviewed final Community Assessment survey results, which were tabulated by Mount Saint Mary's. Held a Green Team meeting to go over the results and began assembling a final Community Action Plan.
6. Contacted GHD and had a final disturbed area plan made for SCD resubmittal for the Waste Water Treatment Plant. Delivered plans to SCD and picked up signed mylars.
7. Register and attend the Community Sustainability Seminar in Frederick City.
8. Contacted FEMA about revisions to the water plan.
9. Resubmitted the Notice of Intent to MDE for the Waste Water Plant.
10. Updated electrical usage charts.
11. Met again with Trinity United regarding their permit application for addition.
12. Attended a Frederick County Sustainability Committee meeting with the Mayor to receive a Certificate of Recognition.
13. Submitted the TAP funding application for design grant funding of the Old Emmitsburg Road trail project.
14. Submitted a Tourist Area corridor request to have Town Square added to Rte. 15 signage.
15. Submitted an application to the SHA Safe Routes to School grant program to support the East Lincoln sidewalk project.
16. Continue to coordinate with State Highway on sidewalk and Town Square projects.
17. Coordinate mowing with Landscape Contractor.
18. Meet with Middletown government to discuss GIS systems.
19. Provide information for possible change of use on East Main Street.
20. Draft response for Seton Center tap issue.
21. Tour town for Code Enforcement.

Zoning permits and/or zoning letters issued

Date	Address	Type	Fee
05-06-15	2025 Pembroke Court	Shed	\$36
05-07-15	210 S Seton	Roof repair	\$65
05-11-15	216 E Main St	Scaffolding	NC (legacy)
05-29-15	523 W Main St	Porch repair	\$35
