

**Town Manager's Report**  
**FEBRUARY, 2015**  
**Prepared by David Haller**

**Streets:**

- Staff removed the decorations from the Christmas tree in front of the community center.
- Staff repaired a number of street lights.
- Staff cold patched a number of pot holes.
- Staff plowed and treated the streets and parking lots.

**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 10.75 feet from May 2011 levels.
- Water production and consumption. We produced and purchased an average of 345,360 GPD. We consumed an average of 331,001 GPD.

The difference is "Backwash Water" ... (4.2%). We purchased 455,050 gallons of water from MSM this month.

- 46.1% of this water came from wells.
- 4.7% 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 shutdown for the season.
- We received about 1.6" of precipitation this month (the average is 3.0").
  - We have a precipitation **SURPLUS** of 3.3" over the last six months. The average precipitation for the period from September 1 thru February 28 is 21.5". We have received 24.8" for that period.
- Wastewater Treatment:
  - We treated an average of 383,000 GPD (consumed 331,001 GPD) which means that 13.6% of the wastewater treated this month was "wild water".
  - We had no spills of untreated sewerage in the month of February.
  - We did not exceed the plant's design capacity in the month of February.

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

**Parks:**

1. Staff has been performing standard park maintenance and weather checks

**I Recently Attended the Following Meetings:**

- 02/02 Met with staff to review agenda items
- 02/03 Met with staff for review water volumes
- 02/05 Met with staff and the little league
- 02/06 Met with staff and SHA for progress meeting on the town square project
- 02/11 Met with Mayor and staff on a personnel issue
- 02/12 Met with staff and contractor related to the dollar general site
- 02/13 Met with staff to review water meter readings
- 02/18 Met with Standard Solar related to metering
- 02/20 Met with staff and a citizen related to water service
- 02/24 Met with Mayor related to sidewalk easement
- 02/26 Attended Frederick Co. Charter of MML meeting

## **PARKING ENFORCEMENT REPORT**

**Date: February 2015**

**Overtime Parking: 77**

**Restricted Parking Zone: 1**

**Snow Emergency Tickets: 35**

**Parked in Crosswalk:**

**Parked on Sidewalk:**

**Parked Blocking Road:**

**Parked by Fire Hydrant:**

**Parked on Highway:**

**Failure to Park between Lines:**

**Other Violation:**

**Left Side Parking:**

**Meter Money: \$1,216.43**

**Parking Permits: \$115.00**

**Meter Bag Rental:**

**Parking Ticket Money: \$1,500.00**

**Funerals: 2**

**Total: \$ 2,831.43**

1. Continual follow up on the MEA grant for Power Star. Draft talking points support letter and send to Town Manager, Mayor and the offices of Congressman Van Hollen and Senator Young for support.
2. Meet with Standard Solar, Cole and Cathy to go over billing status and discuss Phase II schedule.
3. Mark the legal outside display area for the new thrift store.
4. Meet at Town office to go over utility plans for disconnections. Met with Dollar General Contractor and Frederick County Inspector on site to discuss lot grading. Coordinate storm drain connections with Dollar General and SHA during the Flat Run bridge project.
5. Waiting to finalize the last two proposals for 22 E Main St. and close out the project.
6. Completed all the grease trap reporting.
7. Meet FNP photographer at Solar Field and new WWTP.
8. Inquire about the SHA Safe Routes to School grant program to support the East Lincoln sidewalk project.
9. Complete and submit MD Green Registry application. Notified that Town has been accepted as a member.
10. Continued to coordinate with SHA regarding the reconstruction of Flat Run Bridge. Put them in touch with Dollar General regarding storm drain. Had a crosswalk at Creamery Way included in the project plans.
11. Notes on environmental initiatives for Comp Plan.
12. Update yearly spreadsheets and electrical savings info.
13. Attend Frederick County Tourism TRIPP Grant workshop.
14. Continue to coordinate with State Highway on sidewalk and Town Square projects. Attend meeting in Baltimore with Town Manager and Mayor for the kick off meeting of the Square rebuilding project at SHA headquarters.
15. Contact team members about a meeting for the Old Emmitsburg Road trail project. Review RFP and schedule an on-site meeting.
16. Attend TAC signage meeting. Notify attendees of follow up meeting.
17. Attend meeting with Mayor, Town Manager, John Clapp and Mr. Whitney about sidewalk construction on Potomac Street.
18. Take an on line seminar in Community Solar Energy.
19. Tour town for Code Enforcement.

Zoning permits and/or zoning letters issued

<b>Date</b>	<b>Address</b>	<b>Type</b>	<b>Fee</b>
None for the first time in two years. Too cold			