

Town Manager's Report
SEPTEMBER 2015
Prepared by David Haller

Streets:

- Staff repaired a number of streetlights.
- Staff sealed a number of cracks in the street.
- Staff cleaned East and West Main Street.
- Staff placed rubber rings on a number of manholes.

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 now on average 10.3' below their May 2011 levels.
- Water production and consumption. We produced and purchased an average of 317,456 GPD. We consumed an average of 309,152 GPD.

The difference is "Backwash Water" ... (2.6%). We purchased 665,300 gallons of water from MSM this month.

- 41.0% of this water came from wells.
- 7.0% of this water came from Mt. St. Mary's.
- 52.0% of this water came from Rainbow Lake.

Wastewater:

- The overland flow treatment system is shut down.
- We received about 5.7" of precipitation this month (the average is 4.3").
 - We have a precipitation **SURPLUS** of 10.7" over the last six months. The average precipitation for the period from April 1 thru September 30 is 24.2". We have received 34.9" for that period.
- Wastewater Treatment:
 - We treated an average of 350,000 GPD (consumed 309,152 GPD) which means that 11.6% of the wastewater treated this month was "wild water".
 - We had no spills of untreated sewerage in the month of September.
 - We exceeded the plant's design capacity on two days in the month of September.

09/29 1,503,000 GPD 09/30 854,000 GPD

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

Parks:

- Staff placed mulch around signs & playground equipment in Memorial Park.
- Staff performed monthly checks in all parks.
- Staff has mowed and trimmed all parks.

I Recently Attended the Following Meetings:

- 09/03 Met with a landowner and his engineer related to a possible future development
- 09/14 Attended new sewer plant inspection meeting
- 09/17 Met with engineers related to town square project
- 09/24 Attended pool management meeting
- 09/25 Attended ribbon cutting for sewer plant and solar field projects

PARKING ENFORCEMENT REPORT

Date: SEPTEMBER 2015

Overtime Parking: 73

Restricted Parking Zone: 19

24 Hour Consecutive Parking: 4

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: 1

Meter Money: \$1,316.45

Parking Permits: \$115.00

Meter Bag Rental:

Parking Ticket Money: \$ 305.00

Funerals: 1

Total: \$ 1,736.45

1. Met with Dan Fissel and AMT Utilities to coordinate utility information for SHA projects.
2. Finalized arrangements for a meeting with Power Star and Dan Fissel at the pump station to discuss installation. Had final contract executed and arranged payment to Power Star.
3. Set new Green Team schedule and conduct first meeting. Responded to Sustainable Maryland comments regarding final submittal.
4. State of MD conditionally denied TAC submittal for "Town Square" on Route 15. A follow up meeting is pending.
5. Contacted MDP regarding the Town Square grant funding and received a six month extension.
6. Met with Mayor, Town Manager and SHA regarding the Square Project. Did a field walk with SHA and their landscape contractor. Passed on the specifications for the clock to SHA and Fox Engineering. Met with Fox regarding the design of the water line extension.
7. Completed a Community Legacy grant for the renovation of the porch at 140 S Seton.
8. Finalized the receipt of Right of Entry Agreements for a new SHA sidewalk project on South Seton. Still trying to arrange a site walk with SHA and Public Works.
9. Contacted Middletown regarding Dog Park rules and passed them on for review.
10. Updated electrical usage charts.
11. Completed 2016 MD Dept. of Planning Sustainable Growth Award Application and submitted
12. Wrote talking points for the Mayor, Bud Otis and Jan Gardner for the Grand Opening of the WWTP and Solar Field. Conducted bus tours of the facilities.
13. Contacted SHA again regarding the repair of valve boxes on Main Street.
14. Met with Frederick County and the Mount to discuss next steps in Emmitsburg Road project. Begin to arrange a meeting with SHA and team regarding TAP funding.
15. Attend a Hazard Mitigation meeting at the County Training Center with Jim Click. Write up four activities for inclusion in the County plan and submitted them to Dewberry and Davis, Consultants.
16. Participated in a DHCD webinar through the Univ. of MD Finance Center.
17. Research dam downstream lot ownership for Dan Fissel for MDE notification requirements.
18. Still investigating the application process for becoming a Groundwater Guardian Community.
19. Tour town for Code Enforcement.
20. Zoning permits and/or zoning letters issued

Date	Address	Type	Fee
09-10-15	800 Frailey Rd	Shed/ fence	\$36
09-15-15	507 E Main St	Driveway	\$35
09-21-15	305 W Main St	Window Repair	\$35
09-25-15	2007 Pembroke Ct	Fence	\$46
09-28-15	326 W Main St	Porch Repair	\$35