

Town Manager's Report
JANUARY, 2015
Prepared by David Haller

Streets:

- Staff took down the Christmas tree on the square
- Staff repaired a number of street lights
- Staff took down the wreaths and Christmas banners
- 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 10.0 feet from May 2011 levels.
- Water production and consumption. We produced and purchased an average of 335,191 GPD. We consumed an average of 325,317 GPD.

The difference is "Backwash Water" ... (2.9%). We purchased 461,040 gallons of water from MSM this month.

- 45.2% of this water came from wells.
- 4.4% of this water came from Mt. St. Mary's.
- 50.4% of this water came from Rainbow Lake.

Wastewater:

- The overland flow treatment system is shutdown for the season.
- We received about 3.5" of precipitation this month (the average is 3.7").
 - We have a precipitation **SURPLUS** of 6.5" over the last six months. The average precipitation for the period from August 1 thru January 31 is 22.1". We have received 28.6" for that period.
- Wastewater Treatment:
 - We treated an average of 530,000 GPD (consumed 325,317 GPD) which means that 38.6% of the wastewater treated this month was "wild water".
 - We had no spills of untreated sewerage in the month of January.
 - We did exceed the plant's design capacity on four days in the month of January.
01/12 783,000 GPD 01/24 1,090,000 01/25 1,040,000 GPD
01/26 907,000 GPD

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

Parks:

- Staff has been performing standard park maintenance and weather checks

I Recently Attended the Following Meetings:

- 02/05 Met with staff to review agenda items
- 02/07 Met with staff for a preconstruction meeting related to the dollar general store
- 02/08 Met with staff related to final improvements for 22 East Main St.
- 02/21 Met with staff and equipment vendor related installation of energy saving equipment for water and sewer plants
- 02/26 Met with staff related to town square project
- 02/27 Met with SHA and staff to review and discuss the bridge replacement project on East Main St.
- Met with staff to review the remodeling of the restrooms in Memorial Park

PARKING ENFORCEMENT REPORT

Date: January 2015

Overtime Parking: 89

Restricted Parking Zone: 1

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: \$1,324.20

Parking Permits:

Meter Bag Rental:

Parking Ticket Money: \$340.00

Funerals: 2

Total: \$ 1,664.20

1. Continual follow up on the MEA grant for Power Star. Coordinate responses to the questions asked by MEA related to the technology. Arrange meeting with Power Star owner and representatives, Congressman Van Hollen's office in Columbia. Attend with Town Manager. Contact Senator Young's office for support.
2. Received GHD engineering responses to the SCD comments on renewal for the WWTP permit. Delivered new package to SCD and arranged submittal fee payment.
3. Continue to coordinate billing information with Standard Solar for Potomac Edison credits.
Arrange a meeting with Standard Solar to go over billing and account information.
4. Take plans to E Copy Plus for printing and getting a digitized set.
5. Met with Dollar General contractors and Jim and Dan to discuss utility connections. Meet residents on site to review drainage issues. Arrange an on-site meeting with contactors and County Environmental Inspector to discuss drainage issues.
6. Sent out two requests for proposals for additional work on 22 E Main St (molding extension and storm windows). Coordinated with Steve, Sue and Dave regarding new blinds for the front window. Went to Lowes with Steve and met with salesperson to discuss installation. Ordered the blinds after further discussion with staff to settle on type.
7. Began receiving grease trap reports. All but three have been submitted.
8. Coordinate release of Letters of Credit for Homes for Emmitsburg.
9. Met with Mayor Briggs and Teresa Grable from the Emmitsburg News to discuss various Town projects. Respond to additional email information requests.
10. Pull together TRANSIT information for Mayor and write a short report on ridership.
11. Arrange a meeting with SHA regarding the reconstruction of Flat Run Bridge. Met with SHA project manager, engineer and Town staff to discuss status, schedule and utility and traffic impacts.
12. Gather E Main Street information for Mayor and Town Manager.
13. Review electric vehicle grant information.
14. Draft preliminary designs for potential dog park. Meet with Mr. Devost from Gettysburg to discuss their experiences with dog park construction.
15. Continue to coordinate with State Highway on sidewalk and Town Square projects. Meet with Dave, Jim and Dan to review utility information in the Square. Coordination for a meeting at the SHA in Baltimore.
16. Contact team members about a meeting for the Old Emmitsburg Road trail project. Contact Frederick County Tourism about information for a TRIPP grant for the project. Submit a Letter of Intent for a MD Heritage Grant for project design.
17. Tour town for Code Enforcement.