

ADMINISTRATOR'S REPORT

9-3-11 through 10-14-11

Waste Water Treatment Plant

- The septage receiving billing is configured and back up and running. Revenue from septage is up a little over last year right a \$26,000 so far for the year.
- Steve and Mell hosted a tour of the facility for Cardington WWT personnel and the administrator from Cardington. They wanted to review our plant in anticipation for the upgrades at the Cardington WWTP.
- The Siemens drives should arrive the week of 10-28-11. They are scheduled to ship on 10-19-11.

Water System and Water Plant

- The water personnel will begin the fall cleaning of the water receiving wet well and the mud well that handles waste water leaving the plant from the softener and iron filters. They have also been busy fixing curb stops and replacing water shut off valves.
- Just as a point of emphases water department employees spend between 80 to 100 hours per month, reading meters, delivering shut off notices, shutting off delinquent accounts and the turning on and shutting off of move ins and move outs.
- Randy Bush and I have not yet had our meeting to resolve the problem created by allowing Jim Bartlett to remove the 15" tile that protected the 10" water line that crosses the ditch.
- Preliminary grating was completed on the water line extension on East High Street. Since it is so late in the fall we will not be putting down any straw right now. We were able to put some rye grass and grass seed down to create some cover before winter.
- Kit and Brett pressure tested and flushed the new water line. The final bacteria sample should be received yet this week.
- Our Issue 1 application needed to be revised, because the 1200' extension on S. Main St. is new and OPWC will only give us a 50% grant for that portion. Bottom line is that the complete project W Marion St and S. Main St will cost us \$72,802 instead of \$65,815. Corrections have been made and submitted to Licking Co. Planning Commission.

Other issues

- There have been some issues with the new work program ran by Job and Family Services. These are being addressed with the Program Manager at JFS.

Sanitary Sewer Collection System

- Normal monthly maintenance was preformed by the Service Department.

Street and Storm Sewer

- I have been out the last few night taking a survey of our Street Lights. I have received a lot of complaints about lights being out. I found 10 lights that had previously been reported as being out that had not be repaired yet. I also found 3 additional lights. All of these were reported again as being out or on and off.
- Cold patching of the pot holes will resume as soon a cold mix can be bought. At this time LP&P does not have cold mix prepared. Should have some the week of October 28th.

- The Village currently has about 15 ton of road safety salt. As I reported salt that we had from last years contract was washed away during the flood and can not be replenished by an insurance claim. Flood's are not covered by our insurance. It isn't that we don't have dollars to buy salt, but the appropriation is very tight until after the first of the year. I will continue to evaluate the budget and where we stand and try to purchase a couple of loads of salt (<> 50 ton) in November to get us through until January 2012. Lets hope for a mild start to winter.
- Street painting has been being done on the parking lot and side street to date. We have not completed the downtown, but plan to get this completed before winter. This work has to be completed at night due to traffic.
- Leaf pick up has begun early. The leaves are about two weeks early forcing us out on an expedited schedule. This process will take two men daily for the next month or so just picking up the leaves in town. We continue to urge people to not rate the leaves into the street, this causes serious problems with our old storm sewer system.

Recreation / Pool

- The pool will be winterized over the next couple of weeks. We are behind on this due to other priorities.
- The ice machine and all of the equipment used by the staff during the summer has been winterized.

Office

- The internet has been restored in the office, Street, Water and Sewer Departments. It was necessary for Omnicity to change out all of the equipment in Mount Gilead to restore service to all of its customers in the area.

Development

- HPM Phase 2 assessment. Work continues on the project. New test wells will be drilled in October. A drawing was provided by Poggemeyer to assist Brownfield Restoration with some survey points for the purpose of the new test wells

Web Site (www.mountgilead.net)

- **(Follow Up)** Please continue to either send information to me for the site or e mail information to Dave, to be placed on the web site.
- **(Follow Up)** All of the year end reports are now on line for the public.

Please be sure to e mail me a copy of your minutes of the committee meetings. These meeting minutes are an important part of our history and documentation for records. I would prefer that they be sent to me in an e mail so they can be converted to a PDF file for storage.

Please feel free to e mail Dave Goosens at dgoosens@wrgs.com , with any calendar items.

Prepared by
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Village Administrator
10-14-11