

## **ADMINISTRATOR'S REPORT**

### **1-3-11 through 1-17-11**

#### **Waste Water Treatment Plant**

- Nothing new to report, normal maintenance continues.
- Speer mechanical was on site and repaired the screen building air handler.
- Rawdon\*Myers was in and determined that the telemetry board was bad in the scata system. A new circuit board was ordered and installed and the problem was resolved. The old board was sent back for repair and will be used as a backup.
- Kohler Power systems was in to perform service on the back up generator.
- We are working on problems associated with freezing and the DO in the sludge storage tanks. Poggemeyer has been contacted to discuss the problem.

#### **Water System and Water Plant**

- Normal maintenance continues at the water plant. There were no problems at the plant.
- The water leak that occurred during the weekend of 12/31/11 was noticed due to a larger than normal usage of raw water. A search was started, to try to find the leak and repair it on Saturday, January 1. The leak was not located until Sunday afternoon at 4:00 PM, after Underground Utilities was contacted and the leak had been pin pointed. I was contacted at this time and due to the unknown nature of the leak and problems we have had in this area before, I decided to postpone the excavation until Monday morning, so we would have access to daylight hours and parts should we have to go to Ashland to get needed material.

Under normal circumstances if the leak was on the surface it would have been fixed Saturday morning. Due to the unknown nature of this leak, it only made since not to expend overtime hours into the evening and early morning hours of January 3, 2011.

#### **Other issues**

- We received the Grant Agreement on 12-29-10, upon my return I had the Solicitor review the agreement and he returned it to me with no comments. It was signed and returned for ODOD signatures.
- We will be advertising for Statement of Qualifications from engineering firms who specialize in Brownfield Restoration.

#### **Sanitary Sewer Collection System**

- No problems to report in the system.
- Normal monthly maintenance was preformed by the Service Department.

#### **Street and Storm Sewer**

- Street lights are being reported to Ohio Edison as they are found or reported to the office.
- Deer Creek is making good progress, however UPI had a 2 week shutdown over the holidays which will delay the road closing until February 1, 2011.
- Columbia Gas has been on site this week to directional bore a new gas line to the hospital. This will replace the line that is to be abandoned which currently runs through our storm sewer.
- The service dept. took down all of the Christmas decorations over the last week or so.
- Service Department cleared snow and ice and salted streets after the storm 1-10-11. All of the excess snow has been removed from the parking lots and downtown.
- Replaced cutting edges on the snow plows.
- Ordered two loads of safety salt, have used about 75 ton to date.

#### **Recreation / Pool**

- The Recreation Board will not meet again until February.

#### **Office**

- Work on the Police Department office will begin the week of 1-17-11.

#### **Development**

- Nothing new to report on the Clean Ohio application.

#### **Web Site ( [www.mountgilead.net](http://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. I would like Council's feed back if any from 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](mailto:dgoosens@wrgs.com) , with any calendar items.

Prepared by  
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 1-14-11