

**Date:** May 20, 2009

**To:** Mayor and Council Members

**From:** John Archocosky, Manager

**RE:** Monthly Activity Report

The past few weeks have been relatively quite with normal spring activities well underway for the DPW. The crew is continuing with street sweeping and flushing hydrants. Last week the Water Department returned to work to find that over the weekend, a major leak had developed and about a million gallons had been lost through the system. The crew quickly located the problem and isolated it so that repairs can be made. The leak occurred at one of the pressure reducing valves (PRV) which had been adjusted a few days earlier as part of a system pressure test. Two of our Water Department employees attended school last week which is required to maintain their Water Operator's certifications.

On May 5, Clerk Kathy Anderson set up and ran the school election for the precincts within our City. It was an opportunity for Rachel to get some first hand training as to what is involved in the election requirements for the Clerk's Office. Kathy is away at school this week for training.

Treasurer Suzanne Johnson also recently completed several days of additional training downstate in the last month. Over the past few weeks, Suzanne compiled information and forecasted our end of year expenditures which resulted in the necessity for several budget amendments. During the Budget Workshop/Special meeting we covered the reasons for the unusually high expenses that the Water Fund experienced this fiscal year. On behalf of the City, a rate study will be conducted at the end of June by the Rural Water Association. This information will prove to be useful as we consider various adjustments to the current rate structure.

Last week, the House and Senate both approved the Governor's Executive Order which resulted in a decrease to the Revenue Sharing the City will receive during the balance the year. This is money that would typically support our General Fund. The cut will result in a loss of approximately \$13,000 between now and October 1<sup>st</sup> which begins the State's fiscal year.

I have continued to work on numerous issues which include the S-2, the Rural Redevelopment sewer projects, the reuse of Middle School, as well as the Central School environmental cleanup project. I have been working with our consultants to develop a Stimulus Package grant request for improvements to our water system. Attorney Tousignant and I have met with representatives from Stambaugh Township concerning our proposed annexation of the Country Club and other adjoining properties. With the Council's consent, mayor Zanon and I have requested that the Boundary Commission's Public Hearing scheduled for June be postponed 90 days to allow time for further discussions to take place with the Township. The requested was granted.