



## Town Council Memorandum

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### MEMORANDUM

**TO:** Town Council Members

**FROM:** India Adams-Jacobs, Town Manager; Shawn Fortune, Public Works Department

**SUBJECT:** Authorization Request - Fire Hydrant Replacements (3)

**DATE:** September 24, 2025

### REQUEST FOR APPROVAL

The Town Manager and Public Works Department respectfully request Town Council authorization to proceed with the replacement of deteriorated fire hydrants identified as out-of-service on Butler (FH89), Anderson (FH117), and Milford Streets (FH92).

### PROJECT JUSTIFICATION

- The current inventory assessment identifies three fire hydrants in poor operational condition.
- Non-functional hydrants pose significant public safety risks and insurance liability concerns.
- Replacement is necessary to maintain compliance with state fire safety regulations.

### TECHNICAL SPECIFICATIONS

- Proposed replacement units meet current American Water Works Association (AWWA) standards.
- Installation includes valve upgrades and connection improvements to the existing main water infrastructure.
- Coordination with the Public Utilities Department for system integration and pressure testing

### FINANCIAL CONSIDERATIONS

- Not to exceed \$40,000 for three (3) hydrant replacements
- Funding source: Water Fund (500)

### INTERDEPARTMENTAL COORDINATION

- Collaborated with Caroline County Fire Department on priority location identification
- Engaged the Water Utilities Division for system compatibility assessment

### RECOMMENDED ACTION

Request Town Council approval to authorize fire hydrant replacement and associated expenditures as outlined above.

### DRAFT MOTION:

I move to authorize the Town Manager to procure and replace hydrants from the water fund line item 500-500100-3139.