

Joseph N. Quesenberry  
Town Manager

Melissa Coates  
Assistant Town Manager

Julia Blackley – Rice  
Treasurer & Clerk

Sean L. Peterson  
Chief of Police

Sands Anderson Law  
Town Attorney



#### COUNCIL MEMBERS

Randall L. Phelps - *Mayor*

Paul G. Yackel - *Vice Mayor*

Mary Beth Bryant

Jonathan English

Ogle E. Forrest, Sr.

Faron H. Hamblin

Rebecca C. Hubert

Ralph W. Self

78 Belle Ville Lane, Warsaw, VA 22572 | P.O. Box 730 | Phone - (804) 333-3737 | <http://www.townofwarsaw.com>

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#### MEMORANDUM

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 8/14/2025

RE: Public Works Report

Dear Council Members:

Please find my Public Works Report for the month of July. Please let me know if you have any questions or concerns.

**-WWTP**

#### **Monthly Numbers**

Average daily Influent flow for July – 188,400 gallons, an increase of 8,700 gals from the month of June average daily flow.

Maximum influent flow for July – 272,000 gallons, an increase of 23,600 gals from the month of June max flow.

#### **Nutrient Sampling Results**

For July the average effluent Total Nitrogen (TN) concentration was 1.89 mg/l, within the limits of our permit.

For July the average effluent Total Phosphorus (TP) concentration was 0.16 mg/l, within the limits of our permit.

#### **Monthly Operations and Maintenance**

The Treatment Plant permit requires additional testing for fecal coliform for the month of July (1 per week) All test values were below the maximum allowable limit.

The Plant effluent flow meter was replaced and calibrated.

Failing D.O. meters and probes that are essential to dissolved oxygen measurements were replaced to contribute to achieving optimal treatment process.

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Increased rainfall kept operators busy with treatment challenges and site appearance. Road erosion, heightened grass growth etc. - proved to be very time-consuming.

Staff cleaned all SBR blower filters and lubricated equipment.

Operators cleaned all banks of our UV system.

Orders were placed on supplier lead times and installation times to avoid delays.

Treatment Plant Operators assisted with recording water meter readings.

Treatment plant effluent samples for the month of July met all requirements as to our permit discharge limits.

### **-Water Department**

Attached you will find the Water Loss Report, for the month of July we are at a 2% water loss.

Department staff did daily chlorine checks of all four wells, along with two random samples each day throughout town.

We took an HAA and THM sample at the YMCA, results came back absent.

Staff also completed state selected bacteria samples; all results came back absent.

The water department also checked sewage/pump stations each day.

All water and sewer right of ways were cut.

We experienced a service line water leak on College Avenue, that has been repaired.

### **-Refuse Department**

For the month of June town staff made 15 trips to the landfill totaling 116 tons or 232,000 pounds of trash.

The town received over 80 applications for our trash truck driver job, we narrowed it down to 5, interviewed and have selected, he will start on Monday August the 18<sup>th</sup>.

### **-Public Works (Maintenance)**

Staff assisted with Monday and Thursday residential trash pickup.

Assisted with recording of monthly water meter readings.

Took care of the bathrooms and grounds at the Town Park.

Started cutting grass at all town-owned facilities along with the median strips along RT. 360.

Watering of all hanging baskets and stationary planters in town.

Public Works also replaced 20 American Flags throughout town.

Helped with the setup and takedown for the Movie on Main.

# Monthly Water Loss Report

Water System:

For the Month of:

Year:

**Water Produced this month:**  gallons

**Water Purchased this month:**  gallons

**A: Total Water Produced and Purchased =** **5,952,100 gallons**

**Sold: Residential**  gallons

**Total Sold =** **5,783,051 gallons**

**B: Difference: (Produced+Purchased) - Sold =** **169,049 gallons**

**% Difference =** **3 % total water loss**

**Gallons of Water Accounted For:**

Breaks (Estimated Total)	<input type="text" value="2,500"/>	gallons
Hydrant Flushing	<input type="text" value="0"/>	gallons
Storage Tank/Clearwell overflow	<input type="text" value="0"/>	gallons
Fire Hydrant Use	<input type="text" value="0"/>	gallons
Fire Department Use	<input type="text" value="0"/>	gallons
Leak adjustments	<input type="text" value="0"/>	gallons
Maintenance shop	<input type="text" value="7,500"/>	gallons
Sewer jetting	<input type="text" value="1,800"/>	gallons
Town watering flowers	<input type="text" value="12,500"/>	gallons
Office/Police Dept.	<input type="text" value="5,000"/>	gallons
Pool	<input type="text" value=""/>	gallons

**C: Total Gallons Accounted For =** **29,300 gallons**

**Loss: Unaccounted-for Water: (B-C) =** **139,749 gallons**

**% Loss: Unaccounted-for Water: (B-C)/A %=** **2 % unaccounted - for loss**

days in billing period

**Gallons / Day Loss =** **4,819 gallons/day**

**Gallons / Minute Loss =** **3 gallons/min.**

This spreadsheet is a product of the Technical Assistance Center for Water Quality at Western Kentucky University and the Kentucky Rural Water Association. Feel free to contact us at (270) 745-5948 or at <http://water.wku.edu/>. This spreadsheet may be freely distributed. Please let us know if you use it, like it, or have suggestions for improvement!