

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: 11/13/2025

RE: Public Works Report

Dear Council Members:

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

-WWTP

#### **Monthly Numbers**

Average daily Influent flow for October – 175,600 gallons, a decrease of 14,300 gals from the month of September average daily flow.

Maximum influent flow for October – 190,300 gallons, a decrease of 76,500 gals from the month of September max flow.

#### **Nutrient Sampling Results**

For October the average effluent Total Nitrogen (TN) concentration was 1.73 mg/l, within the limits of our permit.

For October the average effluent Total Phosphorus (TP) concentration was 0.14 mg/l, within the limits of our permit.

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

Plant staff collected our quarterly ground water monitoring samples to complete testing for the calendar year of 2025.

The screw press is now operating consistently with minimal down time.

The sand filter compressor has been successfully repaired and returned to service.

The annual WQIF Exhibit E report was completed and submitted to DEQ.

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Operations staff are preparing to winterize the treatment plant to ensure protection against freezing temperatures.

Treatment plant operators assisted in recording monthly water meter readings.

Effluent samples for the month of October met all requirements as to our permit discharge limits.

#### **-Water Department**

Attached you will find the Water Loss Report, for the month of October 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.

Replaced (2) 4-inch check valves at sewage pump station #6.

Staff performed our annual greasing, serving and cleaning on all the town's sewage pump stations.

Completion of state selected bacteria samples; all results came back absent.

Staff went through all Christmas pole mounted decorations along with our Christmas tree lights.

#### **-Refuse Department**

For the month of September town staff made 19 trips to the landfill totaling 132 tons or 264,000 pounds of trash.

#### **-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.

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

Replaced our summer flowers with fall/winter pansies in the hanging baskets, Verizon wall, along with stationary planters.

Public works went through all ground mounted Christmas decorations, and acorn light garland/wreaths.

# 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 =** **5,804,400 gallons**

**Sold: Residential**  gallons

**Total Sold =** **5,686,400 gallons**

**B: Difference: (Produced+Purchased) - Sold =** **118,000 gallons**

**% Difference =** **2 % total water loss**

**Gallons of Water Accounted For:**

Breaks (Estimated Total)	<input type="text" value="2,000"/>	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="10,000"/>	gallons
Leak adjustments	<input type="text" value="0"/>	gallons
Maintenance shop	<input type="text" value="2,500"/>	gallons
Sewer jetting	<input type="text" value="0"/>	gallons
Town watering flowers	<input type="text" value="7,500"/>	gallons
Office/Police Dept.	<input type="text" value="2,000"/>	gallons
Pool	<input type="text" value=""/>	gallons

**C: Total Gallons Accounted For =** **24,000 gallons**

**Loss: Unaccounted-for Water: (B-C) =** **94,000 gallons**

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

days in billing period

**Gallons / Day Loss =** **2,848 gallons/day**

**Gallons / Minute Loss =** **2 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!