

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>

MEMORANDUM

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 1/9/2025

RE: Public Works Report

Dear Council Members:

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

-WWTP

Monthly Numbers

Average daily Influent flow for December – 167,700 gallons, a decrease of 5,900 gal from the month of November average daily flow.

Maximum Influent flow for December – 229,500 gallons, an increase of 35,300 gal from the month of November max flow.

For December, the average effluent Total Nitrogen (TN) concentration was 1.82 mg/l, within the limits of our permit.

For December, the average effluent Total Phosphorus (TP) concentration was 0.07 mg/l, within the limits of our permit.

Monthly Operations and Maintenance

On the 18th of December the treatment plant experienced a sand filter malfunction. This is an ongoing issue. We are working with our Engineer and a Service Technician to resolve this problem.

Operators serviced equipment as to our preventive maintenance program.

Plant staff served and cleaned all the lamps that serve the UV disinfectant system.

Completed and submitted our monthly operations report.

The Treatment Plant Staff assisted with recording water meter readings and installing holiday decorations.

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Plant effluent samples taken and tested for the month of December met all requirements as to our permit discharge limits.

-Water Department

Attached you will find the Water Loss Report, for the month of December we are at a 3% water loss.

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

Water meters read on 12/10/2024.

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

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

Installed 2 water meters on East Jefferson, one for new construction, the other for the empty lot (future construction).

-Refuse Department

For the month of November town staff made 14 trips to the landfill totaling 117.57 tons or 235,140 pounds of trash.

-Public Works (Maintenance)

Staff assisted with Monday and Thursday residential trash pickup.

Assisted with recording of monthly water meter readings.

Cutting of leaves and gutter cleanout on all town owned facilities.

Watering of all hanging baskets and flowerpots.

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

-Christmas Town/parade

All Public Works assisted in the preparation of Christmas town along with working the entirety of the event.

Staff also was able to get the trash truck cleaned up and decorated for the Christmas Parade.

Monthly Water Loss Report

Water System: **Town Of Warsaw**

For the Month of: **December** Year: **2024**

Water Produced this month: **5,177,800** gallons

Water Purchased this month: gallons

A: Total Water Produced and Purchased = **5,177,800** gallons

Bulk Water Sales **4,999,398** gallons

Total Sold = **4,999,398** gallons

B: Difference: (Produced+Purchased) - Sold = **178,402** gallons

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

Gallons of Water Accounted For:

Breaks (Estimated Total)	0 gallons
Hydrant Flushing	0 gallons
Storage Tank/Clearwell overflow	0 gallons
Fire Hydrant Use	10,000 gallons
Fire Department Use	20,000 gallons
Leak adjustments	0 gallons
Maintenance shop	2,500 gallons
Sewer jetting	1,800 gallons
Town watering flowers	1,500 gallons
Office/Police Dept.	1,500 gallons
Pool	0 gallons
Amount in storage tanks	0 gallons
Sed/floc/mixing basin cleaning	0 gallons
	 gallons

C: Total Gallons Accounted For = **37,300** gallons

Loss: Unaccounted-for Water: (B-C) = **141,102** gallons

% Loss: Unaccounted-for Water: (B-C)/A %= **3 % unaccounted - for loss**

32 days in billing period

Gallons / Day Loss = **4,409** 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!