

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: 12/12/2024

RE: Public Works Report

Dear Council Members:

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

### -WWTP

#### Monthly Numbers

Average daily Influent flow for November – 173,600 gallons, a decrease of 300 gal from the month of October average daily flow.

Maximum Influent flow for November – 194,200 gallons, a decrease of 19,000 gal from the month of October max flow.

For November, the average effluent Total Nitrogen (TN) concentration was 1.99 mg/l, within the limits of our permit.

For November, the average effluent Total Phosphorus (TP) concentration was 0.11 mg/l, within the limits of our permit.

#### Monthly Operations and Maintenance

On the 9<sup>th</sup> of November the treatment plant experienced a flow diversion valve malfunction. After investigation it was found to be an underground electrical feed. This power feed cable or wire was repaired, and the diversion valve was restored to normal function.

Operators serviced equipment as to our preventive maintenance program.

Plant staff collected samples at our groundwater monitoring wells, completing testing for the fourth quarter of 2024.

Completed and submitted our monthly operations report.

The Treatment Plant Staff assisted with recording water meter readings.

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

Despite the wide range in daily temperatures, the treatment plant performed well for the month of November.

### **-Water Department**

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

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

Water meters were read on 11/8/2024.

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

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

### **-Refuse Department**

For the month of October town staff made 17 trips to the landfill totaling 127.62 tons or 255,240 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 Decorations and preparing for Christmas Town**

All staff assisted in decorating the Town for Christmas, this year we have more lights than ever.

Also, this coming Saturday all public works are preparing for Christmas Town and will be working the event. A little insight into the lights throughout Town can be found below.

1200ft of lights on our Christmas tree located at the Boy Scout location.

50 pole mounted decorations

50 Wreaths

28 ground mounted decorations

600ft of Garland

All together approximately 10,000 C7 bulbs

# Monthly Water Loss Report

Water System: **Town Of Warsaw**

For the Month of: **November**

Year: **2024**

**Water Produced this month:**

**5,952,894** gallons

**Water Purchased this month:**

gallons

**A: Total Water Produced and Purchased =**

**5,952,894** gallons

Bulk Water Sales

**5,682,188** gallons

**Total Sold =**

**5,682,188** gallons

**B: Difference: (Produced+Purchased) - Sold =**

**270,706** gallons

**% Difference =**

**5 % 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

**7,500** gallons

Fire Department Use

**0** gallons

Leak adjustments

**0** gallons

Filling Ponds at the Bounds

**150,000** gallons

Maintenance shop

**6,000** gallons

Sewer jetting

**600** gallons

Town watering flowers

**8,000** gallons

Office/Police Dept.

**6,000** gallons

Pool

**0** gallons

Amount in storage tanks

**0** gallons

gallons

**C: Total Gallons Accounted For =**

**178,100** gallons

**Loss: Unaccounted-for Water: (B-C) =**

**92,606** gallons

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

**2 % unaccounted  
- for loss**

**31** days in billing period

**Gallons / Day Loss =**

**2,987** 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!