

# Village of Holgate

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Village Administrator  
Jessi Randall

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**Summary:** 10/25 to 11/14/2022

Respectfully Submitted by: Jessi Randall

## Work Completed:

- Jessi
  - Worked with EJ Prescott to continue troubleshooting and updating our meter reading system in preparation for the upcoming system upgrade.
  - Gathered information for available grants
  - Met with the Ohio EPA central office team virtually
  - Assisted with Village-wide brush pickup
  - Submitted multiple reports to OEPA; including DROP metrics, OEL, and Lead Mapping updates
  - Collected and submitted quarterly Disinfection byproducts water samples
  - Drained detention tank at the Water Plant and had it professionally inspected. Should receive report in 2-3weeks, but the inspectors on the ground said it looked good.
  - The flow meter for the Lee Ave liftstation was replaced under warranty. This was more damage from the power outages and surges from the past month.
  - We had an on-site Wastewater inspection from the Ohio EPA. This went very well.
- Tim & Chris – Downtown and Park trash pickup. Kept brush & leaf pile pushed up. Took wastewater samples to IFM. Mowing and mulching leaves on Village properties. Took both weekends of water/sewer readings and plant checks. Village-wide brush and leaf pick-up multiple days. Fixed swings in the park. Winterized several fire hydrants that don't drain. Winterized the shelter house and restrooms. Staffed the Yard Waste Site three Saturdays.
- Mike – Finished mowing for the year

**Work in Progress:**

- o Working on 2023 budgetary items
- o Putting together an application for a grant for a stand-by generator at the Water Plant
- o Making progress toward meeting EPA requirements for spill containment in the Water Plant chlorine room

Summary 10/25/23 11:45 AM

**Respectfully Submitted by: Jessi Randall**

Work Completed

Jessi

Worked with EJ Pearson to continue troubleshooting and updating our meter reading system in preparation for the upcoming system upgrade.

Gathered information for available grants

Met with the Ohio EPA central office team virtually

Assisted with Village-wide email distribution

Submitted multiple reports to OEPA including DRP metrics, OEL, and Lead Mapping updates

Collected and submitted quarterly lead action hydraulic water samples

Diagnosed detention tank at the Water Plant. Had a professionally inspected. Should receive report in 2 weeks. Putting inspectors on the ground said it looked good.

The flow meter for the Lee Ave lift station was replaced under warranty. This was more damage from the power outage and surge from the past month.

We had an on-site Wastewater inspection from the Ohio EPA. This went very well.

Tim & Chris - Downtown and Park team pickup. Left brush & leaf pile pushed to roof. Wastewater samples to ILM. Moving and mowing jobs in Village properties. Took both weed ends of wastewater readings and part checks. Village-wide brush and leaf pickup multiple days. Fixed swings in the park. Wrote several hydraulic programs that don't drain. Virtualized the shelter house and restroom. Staffed the Yarn Wale Site three Saturday

Mike - Finished mowing for the year