

TOWN OF MILLTOWN

MEMORANDUM

DATE: August 13, 2012
TO: Town Council
FROM: Jim Pevlor, Town Manager
SUBJECT: MONTHLY TOWN MANAGER REPORT

Major Projects: Working on the Towns budget for 2013

Project updates: The site for the police department storage should be completed in the next few days .

Meetings Attended:

Wastewater: Jetted lines on Harrison Ave , Day Lane , repaired line in ally way between North St and Hill St , reset lift stations several times after recent storms .

Roads/Streets: Installed cross walk at the Milltown Elementary School , at the end of First St , and next to Town Hall . We will be installing more in the downtown area over the next several weeks , we will also be cleaning and painting the curbs at the same time .

Dump: Cleaned the dump twice , we have had several people using the dump over the last few months with no problems .

Upcoming Events/Projects: The Milltown Community Festival will be September 21 ,22, & 23 ,

Purchasing:

Staff Vacations/Schedule Time-off: Ed Wetzel was on vacation the week of July 28th to August 4th 2012 .

Reported Complaints:

Miscellaneous:

Proposal

**MRC Building and Property Maintenance
PO Box 94 Milltown, IN 47145
812-572-6815**

Submitted to:
Town of Milltown
215 West Main St.
Milltown, IN 47145

8/13/12
Proposal# 081312-01

Proposed work to be performed:
MRC Building and Property Maintenance agrees to provide the labor and material for the following.

1. Pressure wash entire roof on main section of town hall.
2. Prepare roof as needed for proper installation of Hydro Stop roof system, including, but not limited to, flashing parapet wall as needed and installing metal drip-edge on rear section of roof.
3. Apply Hydro Stop primer on entire main roof over existing roll roofing.
4. Apply Hydro Stop foundation coat, Hydro Stop fabric and second coat of foundation as required by Hydro Stop.
5. Apply two coats of Hydro Stop finish coat as required by Hydro Stop.
6. Flash metal roof where the lower roof meets main building over town clerks office with Hydro Stop to repair existing leak and prevent any future leaks in said area.
7. Clean-up all debris generated from said job.
8. All material and labor shall carry a full 10-year extendable warranty.
 - * Please refer to Hydro Stop warranty for full details.

Total cost for said job as described above:
Nine thousand, four hundred and fifty dollars.

\$9450.00

Payments shall be made as follows:
(1) 5000.00 upon receipt of material.
(2) 4450.00 upon completion of job.

* Proposal only valid until 8/28/12

Michael E. Roy

