

Town of Windsor

Memorandum

July 8, 2014

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Action List

I am enclosing the Action List for the Month of June.

Action List
6/10/14 – 7/7/14

New Items

Ongoing Items

1. Route 460 sidewalks
 - The MOU has been adopted by IOW. We are holding on the project as directed by Council.
3. Streetlight Requests
 - A request for a streetlight at 9404 Willie Roberts Road has been submitted to Dominion Power.
4. Town Patrols
 - 6/26 Visited Holland Meadows, North Court Street, Duke Street, Church Street, Shiloh Drive, Bank Street, East Griffin Street, Lover's Lane
5. Streetlight Outages
 - None
6. VDOT
 - VDOT is working to fix a sink hole that has developed around the drop inlet in the field next to the WVFD.
 - VDOT has been made aware of the manholes on Church Street that need attention.
7. Church Street/Shiloh Drive Sidewalks
 - Preliminary engineering for this project is being considered for the upcoming budget.
8. Drainage Committee
 - Drainage committee has met. The committee is working to identify problem areas throughout town. Working with VDOT and volunteers to clean out ditch beside Windsor Café, and along Holland Drive.
9. Business Visits/Calls
 - Visited Duck's Florist (7/3)
 - Visited Dr. Demsko's Office (7/3)
10. Post Office
 - There will be an update on this topic during the closed session.
11. Lover's Lane Bushes
 - Have obtained two quotes for removal of the trees, and we have been attempting to make contact with owner to get approval to move forward. I will be sending a letter to the homeowner with information about the quote.