



**TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING  
MONTHLY REPORT / PROJECT UPDATE**

**AGENDA ITEM:** Public Works Department Monthly Report  
**DATE:** March 20, 2026  
**PREPARED BY:** Shawn Fortune

**MONTHLY REPORT / PROJECT UPDATE:**

**Public Works**

1. Daily check of all Public Works vehicles has continued, which consists of checking the oil, tires, and lights.
2. Staff cleaned up the debris from the storm on Milford St. & Martin St. on 3/18/2026 & 3/19/2026.
3. Staff set up the EDA & Planning and Zoning meetings.
4. Staff cleared the hill beside the water tower on Chase St.
5. HVAC unit filters were changed in all the buildings.
6. Daily checks of the playground have continued
7. Weekly dumping of the trash cans on Main St. has continued by staff.
8. The dehumidifier in the ballroom is checked daily to make sure the humidity stays around 50%.
9. Staff removed the tire swing from the playground. The netting had holes in it. We have been trying to find replacement parts, but we haven't been successful.
10. Staff did the monthly check of all fire extinguishers in all the buildings.
11. Staff and I have continued to update the Safety Data Sheets at WWTP. We are compiling a list of all chemicals across all buildings and preparing SDS sheets for each product.
12. Staff trimmed the trees and bushes at Town Hall and the Police Department.
13. Staff prepared mulch beds at Town Hall for new mulch. The mulch beds were edged and weeds pulled.
14. Staff serviced the zero- turn mower, changed oil, and installed new blades.
15. Bathroom cleaning logbooks were made for The Town Hall and WWTP.
16. Lights at the WWTP were rewired to meet the OSHA standards.
17. Staff finished cutting the trees and bushes on the bank beside the water tower on Chase Street.

## Utilities

1. Sewer line from Martin St. to Lee St. has been checked weekly to make sure it is flowing properly.
2. All six pump stations are being maintained weekly to prevent grease from building up on the walls.
3. Daily checks of all the Pump Stations have continued.
4. A total of 33 water disconnects were done on 3/04/2026.
5. Grinder pump at Heritage Pines was replaced on 3/06/2026.
6. Weekly checks of the generators have continued.
7. Staff has checked the manhole at Sunset daily to make sure the sewer is flowing properly.
8. Staff marked a total of 15(811) Miss Utility tickets.
9. Daily check of alarmed water meters has continued, and repairs are made as needed if the problem is on the public side of the meter. Water leak door hangers are delivered to the customers to let them know they have an issue on the private side of the meter.
10. Fire hydrant flushing is in progress.
11. Staff came in during the power outage and monitored the pump stations.