



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

AGENDA ITEM: Public Works Department Monthly Report

DATE: April 17, 2026

PREPARED BY: Shawn Fortune

MONTHLY REPORT / PROJECT UPDATE:

Public Works

1. Routine daily inspections of all Public Works vehicles have continued, including checks of oil levels, tires, and lighting systems.
2. Staff provided logistical setup support for the Town Council meeting.
3. HVAC filters were replaced in all Town facilities.
4. Daily inspections of playground equipment have been maintained to ensure safety and functionality.
5. Weekly collection and disposal of trash along Main Street has continued.
6. The ballroom dehumidifier is monitored daily to maintain humidity levels at approximately 50 percent.
7. Seasonal grass cutting operations have commenced and are being performed on a weekly basis across all Town-maintained sites.
8. Monthly inspections of fire extinguishers in all Town facilities have been completed.
9. Staff continue to update Safety Data Sheets (SDS) at the Wastewater Treatment Plant (WWTP), including the development of a comprehensive inventory of all chemicals used across Town facilities.
10. New mulch has been installed at Town Hall and the Police Department.
11. A survey of double utility poles throughout Town was completed, and a corresponding address list has been provided to the Town Manager.

12. Installation of steps and handrails at the WWTP is scheduled for April 21, 2026, to ensure compliance with VERSA standards.
13. Quotes have been requested from multiple contractors for asbestos abatement in the Town Hall basement.

Utilities

1. The sewer line from Martin Street to Lee Street continues to be monitored weekly to ensure proper flow.
2. Preventative maintenance is being conducted weekly at all six pump stations to mitigate grease buildup.
3. Daily inspections of all pump stations have continued.
4. A total of 123 water disconnection notices were issued to customers.
5. Weekly operational checks of all generators have been completed.
6. Staff continue daily monitoring of the Sunset manhole to verify proper sewer flow conditions.
7. A total of 18 Miss Utility (811) tickets were marked during this reporting period.
8. Daily monitoring of alarmed water meters has continued, with repairs performed as needed on the public side. Customers are notified via door hangers when issues are identified on the private side.
9. The annual fire hydrant flushing program is currently underway.
10. New identification tags were installed at all wells on April 17, 2026.