



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

**AGENDA ITEM:** Public Works Department Monthly Report  
**DATE:** December 23, 2025  
**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 set up the Council meeting for December 2025.
3. Leaf collection has continued and will end the first week in January.
4. HVAC unit at the Wastewater Plant needs to be replaced. The unit is a 2008 model, with a life expectancy of 15 years. The unit is operating on one compressor. Staff is obtaining quotes to replace it.
5. Daily checks of the playground have continued.
6. Weekly dumping of the trash cans on Main St. has continued by staff.
7. The dehumidifier in the ballroom is checked daily to make sure the humidity stays around 50%.
8. Staff set up for the business appreciation breakfast.
9. Staff set up the County luncheon.
10. Stall cleaned up all the leaves around Town Hall on 12/22/2025.

**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. Staff marked a total of 15(811) Miss Utility tickets.
5. 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.
6. Replaced the wall heater in the wellhouse at well #1.
7. Weekly checks of the generators have continued.
8. The block heater was replaced on the Maury Heights generator on 12/23/2025.
9. At the Maury Heights pump station, the phase 3 module was replaced on 12/22/2025.
10. Cleaned the floats and probe jars at the Pump Stations on 12/17/2025.