

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

DEPARTMENT

MONTH

Hunter Brown

Public Works

May

TASKS COMPLETED

<p>Equipment and Shop:</p> <ul style="list-style-type: none"> - Routine Cleaning and Organization Management - Keep up Yellow Iron: P.M. Sheets and general servicing - Maintain Ford: service calls & Emergencies. - Maintain Chevy: Animal Control, park maintenance, Go-for - Maintain Misc. Equipment: Power & hand tools - Maintain inventory of consumables: Grease, fluids, cleaners & Filters. <p>Streets:</p> <ul style="list-style-type: none"> - Understand responsibility for Streets Repair & Maintenance. Mentor: Johnny Brown Jr. - Maintain Material Purchase Records & Understand consumability of varied materials <p>Sewer:</p> <ul style="list-style-type: none"> - Understand responsibility for Water Resource Recovery Facility operation & Shadow Kirk - Maintain WRRF seasonal functions & records - Attend Relevant Wastewater Classes. (Online) (IRWA) 	<p>Water:</p> <ul style="list-style-type: none"> - Maintain Vigilance for emergencies - Understand responsibility for Source Water Facility operation & Shadow Kirk x2 - Attain further involvement by increasing communication - Attend Relevant Drinking Water Classes. (Online) (IRWA) - Maintain Water Records (Source Well / Water Meter Data) <p>NRWA apprenticeship Hours:</p> <ul style="list-style-type: none"> -Tools, Equipment, and Workplace safety – 82.5 -Vehicles and specialized equipment – 6.5 -System Operations and Maintenance – 10.5 -Quality Control – 11.75 -Logistics, Reports, and supervision – 37.25 On-The-Job Training Hours – 192 Related Technical Instruction Hours: – 132 of 229
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PROJECTS IN PROGRESS

<p>Equipment and Shop:</p> <p>!Lock-Out/Tag-Out Autocar until declared safe by professional!</p> <ul style="list-style-type: none"> - Routine Cleaning and Organization Management - Keep up Yellow Iron: P.M. Sheets and general servicing - Maintain Ford: service calls & Emergencies. - Maintain Chevy: Animal Control, park maintenance, Go-for - Maintain Misc. Equipment: Power & hand tools - Maintain inventory of consumables: Grease, fluids, cleaners & Filters. <p>Streets:</p> <ul style="list-style-type: none"> - Understand responsibility for Streets Repair & Maintenance. Mentor: Johnny Brown Jr. - Maintain Material Purchase Records & Understand consumability of varied materials -Become familiar with physical maps within City Hall <p>Sewer:</p> <ul style="list-style-type: none"> - Understand responsibility for Water Resource Recovery Facility operation & Shadow Kirk - Maintain WRRF seasonal functions & records - Attend Relevant Wastewater Classes. (Online) (IRWA) 	<p>Water:</p> <ul style="list-style-type: none"> - Maintain Vigilance for emergencies - Understand responsibility for Source Water Facility operation & Shadow Kirk x2 - Attain further involvement by increasing communication - Attend Relevant Drinking Water Classes. (Online) (IRWA) - Maintain Water Records (Source Well / Water Meter Data) <p>NRWA Apprenticeship Hours:</p> <ul style="list-style-type: none"> -Tools, Equipment, and Workplace safety – 105 -Vehicles and specialized equipment – 8 -System Operations and Maintenance – 37 -Quality Control – 14.75 -Logistics, Reports, and Supervision – 42.75 -One The Job training hours – 207.5 of TBD -Related Technical Instruction Hours: – 132 of 229
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CHALLENGES / ISSUES

Green – Definite Manageability
 Yellow – Difficult Manageability
 White – Indeterminate Manageability
 Red – Unsafe Manageability

<p>Streets Status: Yellow Streets Equipment - Autocar is beginning to fail due to age. Mack will Double hours to pick-up slack.</p> <p>WRRF Status: Green Gaining Wastewater operator Hands-on Exp. - Operator is now including, informing, and entrusting parts of WRRF & Land App. predictive operation to apprentice.</p>
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COMMUNITY INPUT & COMMENTS

<p>Community: *Determined to bypass signs, lights, and other warning equipment/security devices used by Public Works Dept. while performing streets repair.*</p> <p>Response: The Public Works Team will continue to work with heightened perception and more careful consideration regarding the safety of all public potentially near to active equipment and job locations.</p>
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