EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE
Jessie Wallace

DEPARTMENT
Public Works

MONTH
June

TASKS COMPLETED

Water
a. Meter reading
b. Replace meter registers as needed
c. Routine water logs
d. Well 5 generator has been serviced, oil & filters changed as well as a radiator flush.
e. Booster station generator oil and filters changed.
f. Started flushing hydrants
g. Keeping up with grass and weeds

Sewer
a. Ensuring screen room is running efficiently
b. Sewer logs
c. Daily wheel line moving and ensuring reuse field is running efficiently
d. Check hour meters at the lift station and blower room
e. weekly monitoring well depth reporting
f. The first reuse crop has been cut and baled

Industrial park/Shop
a. The majority of the piles behind the shop have been hauled off.
b. Hauled off a bunch of junk from inside equipment bays as well
c. Sprayed weeds
d. Mowed and cleaned up a spot for parking behind the shop.

Park
a. Routine cleaning and garbage removal
b. Routine mowing, weed spraying, and weed eating.
c. Watering is going well, a few dry spots showed up, but they are turning green again.

Streets
a. Established a plan and material for the colt street drain.
b. Creating a list for a couple more possible catch basins.

Equipment
a. Discovered that the brains for the pump on the water truck is no longer working. We will try some trouble shooting first, but it will more than likely need replaced.

PROJECTS IN PROGRESS

a. Begin colt street drain
b. Finish behind the shop
c. Always cleaning in and around shop as time allows.
d. Reorganizing ambulance shed storage.
e. Nate Howder utilities

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS