

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Hunter Brown

DEPARTMENT

Public Works

MONTH

December

TASKS COMPLETED

Loader Snow Bucket – Schedule Barron Loper to weld strut Reinforcement
 North Shed Wall - West wall finished. Reestablishing East wall and Supports
 IND Park - Follow up with Action Garage Door or Glass Pro
 Contractor
 IND Park - Double Check Valve install new Dielectric Coupling
 Winter Prep - Install extra Markers for new hire’s ease of mind.
 Customer - Old Meter Exchange
 Equipment - Install New Scarifiers on Backhoe bucket (Teeth) ECT

PROJECTS IN PROGRESS

Continued mutual PW Staff training
 Maintain Roads during indecisive weather
 Maintain water Meters and componentes during customer plow season
 Drainage - Checked, maintained, problem areas under supervision
 Streets - Maintain surface during abrasive drive patterns (4WD)
 Park - Seasonal maintenance performed (Drain Water Heater)
 Winter Procedure - Supervise Michaels equ. operation ECT...

CHALLENGES / ISSUES

Service Vehicles are running down and surpassing the skill of current staff to repair.
 Public Works team has entered the time of year usually dedicated to certification pursuit and will strive to retain performance in all duties during this time.

COMMUNITY INPUT & COMMENTS

“Who’s Plowing the roads!?! They're messing up my gravel/grass/dirt”

 Though the weather may be challenging, The Public works team will strive for more efficient performance.