



**Date:** Thursday, October 17, 2024

**Subject:** Public Works' Monthly Report

**RE:** September 2024

#### **Public Works Related**

- PWD uploaded and approved bills for PW assigned in Bill.com.
- PWD attended finance meetings with Todd.
- Payroll processing and review.
- PWD sent signed Cummins generator contract to Cummins legal. Contract was signed and returned.
- PWD paid floodplain inquiry fee to DPIE for Site Design Inc. Submitted phase completion invoices for payment.
- PWD reviewed Fence Permit for sightline and ROW issues. Found no issues.
- PWD gathered documents needed for Streetscape Grant compliance folder.
- PWD Attended in person events committee meeting.
- PWD received United Rentals Training Pocket Cards for all PW staff. This allows us to track all trainings received, associated grades, records, and know recertification intervals with a quick scan.
- PWC provided traffic control for Cruisin Car Show.
- PWD completed revisions to PEPCO streetlight survey. Rejections submitted. Billing meeting set for Oct 23.
- PWD met with Adrienne to discuss items needed for T-Mobile grant for pocket park.
- PWD spoke with John Carpenter of Greenwill and County Council member Calvin Hawkins about the Water St bridge project and connected them with Justin Mohr of MDOT.

#### **Maintenance and Beautification**

- PWF fielded multiple old recycle bin requests.
- PWC completed distribution of all new recycle bins to residents.
- PWC corrected issues with multiple mowers, Pole saw, and Kubota Tractor.
- PWD pruned trees at Church St lot and adjacent Town lot near TH.
- PWC provided tables for Trinity Church Block Party event.
- PWD began asset inventory for PW. Designed and ordered asset tags for equipment with significant value.
- PWD showed Foreman Sheckels pickup procedures and necessary documentation for County vehicle inspections.
- PWC weeded planters downtown.
- PWC sprayed the playground grounds with insect shield.
- PWC performed maintenance on pet waste stations around Town.



- PWD facilitated mileage update discrepancy and mileage reset with the County.
- PWD changed filters for original HVAC unit.
- PWC watered Main St Planters.
- PWC conducted site cuts around Town.
- PWC continued removal of old banners around Town.

#### **Street and Sidewalk / Mead & Hunt Update**

- PWC performed storm drain checks and clearing ahead and during Hurricane Helene remnants.
- PWD checked funding status of Water St Bridge Project when notified of MDOT budget shortfall. Project still underway. Should be put out for bid mid-2025.
- PWC conducted litter patrols around Town.
- PWD continued working Better City to review Town Wayfinding signage design. Now have designs for all 6 sign types.
- PWD and Foreman monitored water levels at The Water St Bridge during Hurricane Helene remnants.
- PWC completed herbicide treatments for downtown and TH.
- PWD began working on HPS-20 annual report.

***Playground and Splash Pad Phase II Update:*** DPIE is still submitting feedback and questions on the Final report submitted by Sparks at Play. They are now requiring a stormwater management system because the overall project has an area of disturbance slightly above 5,000 sq ft. The estimated cost of these requirements adds \$200,000 to the overall project. We are working to get an exemption from this to move the project forward.

#### **Refuse Accumulations**

- There were no dump body rentals for the month.
- Bulk day refuse totals for items to landfill were 1.91 tons.
- Yard waste totals for items to MES were 6.32 tons.

Sincerely,

Darnell F. Bond / Director of Public Works