



Date: Friday August 22, 2025

Subject: Public Works' Monthly Report

RE: July 2025

Public Works Related

- PWD uploaded and approved bills for PW assigned in Bill.com.
- Payroll processing and review.
- PWD requested updated quote from Greentree to clean out Town's stormwater Property.
- PWD closed out FY-25 bills.
- PWD ordered updated vehicle cameras through Verizon.
- PWD and Foreman held multiple interviews for the open crewmember position.
- PWD wrapped up NPDES reporting.
- Mayor Franklin and I paid a visit to Valley Ln to check on a complaint from residents. Solicited help from the County DPW&T as that section of Valley Ln belongs to them.
- PWD and crew fielded multiple calls for service for miscellaneous items such as downed communication lines, trash can retrieval for our older population, and out street lights.
- PWD attended parking agreement meeting with representatives from Trinity Church, TA Anderson, and Chief Burse.
- PWD worked with Ms. Newman to update job descriptions for PW.

Maintenance and Beautification

- PWC Wrapped up a few new pothole repairs, reported other to their respective jurisdictions.
- PWC completed multiple site cuts around Town.
- PWC removed weeds from TH flower beds.
- PWD Scheduled replacement of light pole in Marlborough Towne. Light pole then replaced by HOA.
- PWC removed large, downed tree limb on Marlborough Dr.
- PWD called in an electrician to have an issue with the PW facility interior lights fixed.
- PWD ordered new flags for exterior poles and had an outdoor version of the Town flag made. Currently waiting for the updated lighting and flags to come in.

Street and Sidewalk / Mead & Hunt Update

- PWD monitored Water St bridge water levels and town roads during multiple rain events.
- PWC performed storm drain checks and clearing of leaves and debris ahead of storms.
- PWC conducted routine litter patrols around Town.



- Striping of Town Hall, all Town owned streets, and all Town owned parking spaces completed.
- MDOT fixed issues with Curb and gutter drainage issues at crosswalk in front of Court house.
- WSSC fixed issues with running water on Main St.
- Water line tie – in for Michael’s restaurant completed on Church St.

Refuse Accumulations

- There was one dump body rental for the month.
- Bulk day refuse totals for items to landfill were 5.24 tons.
- Yard waste totals for items to MES were 4.78 tons.

Sincerely,

Darnell F. Bond / Director of Public Works