London Grove Township
Public Works Department
(09/27/17 – 10/24/17)

PROJECTS & ACTIVITIES

- Trim low branches State Road @ Penn Township line.
- Trim Pennock for sight distance and sign visibility.
- Coordinate repair of school zone light with Higgins.
- Receive 20 loads of salt.
- Backfill road edges – Friendship Lane.
- Repair section of Tice Road.
- Inspection of used paver, SEI Harrisburg.
- Install spreaders on salt trucks.
- Staff Saturday 10/14 trash and recycling day.
- Repair railing on Rosehill Road culvert retaining walls, prepare for 2018 concrete repair.
- Participate in Debris Management Tabletop with Chester County DES @ Bucks County
- Inspect damage at Goddard park, make area safe, coordinate acquisition of replacement parts.
- Repair Dog Fence and Gate at Dog Park.
- Trim all Trails @ Goddard Park.
- Repair Stone on trails @ Goddard Park.
- Construct and Install window screens in Code Office at Administration Building.
- Cleanup downed tree at municipal complex.
- Install Knox boxes at Golf Course.
- Fill holes entire length of cart paths @ golf course.
- Organization and Setup in new shop.
- Coordinate ongoing work on punch list items with construction manager @ new shop.
- Camera Installation in new shop.
- Relocate Brine system and tanks to new shop, repair, setup, plumb and test same.
- Relocate Waste oil tank, setup and paint same.
- Relocate Diesel tanks, setup and paint same.
- Receive floor cleaner, and training on same.
- Install meters on fuel pumps.

EMERGENCY AND AFTER-HOURS RESPONSES

- 10/8/17 – Stop sign down, coordinated with PennDOT – ½ Hr Salary.

- 10/12/17 – Tree down S. Guernsey Road, work with West Grove Borough – Normal Hours.
- 10/15/17 – Sign Down, Avondale Road – 1 HR Salary
- 10/24/17 – Assist resident trapped in bathroom – Normal Hours.

TRAINING

- Mike Tome – Pesticide Applicators Con-ed.
- All Staff – Coop picnic/training.
- Mike, Nate, Bryan, Joey & Shane – Confined space training & trench training.

NOTEWORTHY MEETINGS

- BOS Monthly Meeting.
- Park & Rec. Meeting.
- Various consultants' construction management.
- Delchester Board Meeting.
- Southern Chester County Co-op Meeting.
- Chester County Press – Shop visit
- Traisr kickoff meeting.

REOCCURING FUNCTIONS

- Empty trash cans @ Park.
- Monitor, clean-up, and rake playground – Goddard Park.
- Mowing all properties.
- Road bank Mowing.
- Daily opening and closing and cleaning of park restrooms.
- Monitor, clean-up, and remove debris – Dog Park.
- Filling pot holes for temporary repair.
- PA ONE CALL – marking of storm lines and traffic signal circuitry.
- Cleaning interior and exterior of vehicles.
- Maintenance and repair of Township vehicles.
- Road sign maintenance.
- Monthly SECCRA Inspection.

Respectfully submitted,

Shane Kinsey
Director of Public Works