

**London Grove Township  
Public Works Department  
(12/22/20 – 01/31/21)**

**PROJECTS & ACTIVITIES**

- Onboard new full time employee Ryan Yerkes.
- Receive and mount new County Public Works radios.
- Repair damaged school zone light, State Road.
- Grade swale, Clay Creek Road & Garden Station Road, icing issue.
- Grade swale, Avondale Road, icing issue.
- Grade swale, E. London Grove Road, icing issues.
- Repair wash out, Baker Station Road.
- Clean up plows and make repairs post 12/25/20 winter storm.
- Anti-ice roads in preparation for 1/31 to 2/3 winter storm.
- Replace mailbox – Remington Way, plow damage.
- Clean and fully service all mowers and store for 2021.
- Construct new chipper box for F550 (59-44).
- Reconstruct pickup broom due to rust, replace brushes.
- Replace brushes on angle broom.
- Replace belt on road widener.
- Begin PCR road survey of all township roads.
- Water Tank Controls Replaced by Allied Controls.
- Repaired spray head on IGC Driving range.
- Repaired leak on #6 fairway.
- Repaired Chlorine leak and cleaned tank – WWTP #2
- Replaced failed air release valve.
- Installed two new water meters.
- Replaced two GFCI outlets and heat tape – WWTP#1.
- Repaired anti-freeze leak at Hills of LG pump station.
- Repair burnt electrical outlet in office.

- Replace failed light bulbs in office.
- Repair non-functioning Inniscrone Golf Course tractor.
- Repair non-functioning Inniscrone Golf Course blower.
- Investigate and repair low voltage issue, in clubhouse, Inniscrone Golf Course.
- Replace nonfunctioning Emergency Lighting and Exit Lighting, Inniscrone Golf Course.
- Install base, conduit, wiring and bollards for chargepoint charging station at Inniscrone Golf Course, regrade area, split and plant decorative grasses in area.
- Install sleeves for bollards in pavement at Inniscrone Golf Course cart area.
- Fire Extinguisher testing and recertification, all buildings.

## EMERGENCY AND AFTER-HOURS RESPONSES

- 12/25/20 – Winter Storm response.
- 01/04/21 – Tree down, Goddard Park.
- 01/25/21 – Stop Sign Down, Avondale Rd.
- 01/31/21 – Winter Storm response.

## TRAINING

- Shane Kinsey & Mike Tome – Charge point Certified Installer
- JT Harvey – LTAP Stormwater Facility Operations and Maintenance – 01/05/21
- JT Harvey & Ryan Yerkes – LTAP Safe Driver v.II – 01/12/21
- All PW Staff – Certified Flagger Training – 01/13/21
- JT Harvey & Ryan Yerkes – LTAP Speed Limits and Speed Management – 01/14/21
- S. Kinsey – PCCA – BCO 153 – 01/19/21
- JT Harvey & Ryan Yerkes – LTAP Winter Maintenance – 01/19/21
- Rich Mattson – Water & Wastewater Core Credits – 01/27/21

## NOTEWORTHY MEETINGS

- BOS Monthly Meeting
- Park and Rec Meeting
- Delchester – Virtual Board Meeting
- Coop Meeting – COVID-19 Operations

## REOCCURRING FUNCTIONS

- Daily routine checks of Water Storage and Pump Facility.
- Daily routing checks of Sewer Plants and Pumping Stations.
- Water System ~ Monthly Chlorine Tests.
- Monthly sewer sampling and reporting
- Empty trash cans @ Park.
- Monitored, cleaned-up, and raked playground – Goddard Park.
- Daily opening, closing, and cleaning of park restrooms.
- Monitored, cleaned up, and remove debris – Dog Park.
- Filling potholes 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.

*\*NOTE – I staff member out on Quarantine due to COVID-19 Exposure.*

Respectfully submitted,

*Shane Kinsey*

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Director of Public Works