



Service Department Report January 2016

Parks/Properties Projects:

Town Hall Campus:

- Completed move of Service personnel to new facility.
- Worked with Zoning Department on re-arranging office space.
- Working on the potential to replace stand-by generator with newer generator replaced as a part of the service upgrade project.
- Routine maintenance
- Continued to work on inventorying items identified as obsolete to be placed on auction site or disposed of.

River Road Park:

- Continue to plan for parking lot modifications
- Routine maintenance

Settlers Park:

- Park will be closed for winter season to re-open April 2016

Centerville Mills Park:

- Continued our portion of interior Dining Hall work
- Continue on installing new waterline and plans for treatment system
- Working with architect on modifications to Blue-room
- Bid for HVAC upgrades were opened and recommendations is being prepared
- Design work on paver project on going
- Necessary trees have been removed and stumps ground
- Working on improving line of sight issue at driveway
- Routine maintenance

General:

- Snow and ice maintenance as required
- Located property pins on several Town Hall Properties
- Performed walk-thru with KCE Director on all park and properties and discussed planned activities and maintenance items for 2016

Road Maintenance Facility:

- Completed move into new office-working through minor punch list items
- Staff cleaned and painted bays 1,2, and 3 and will continue rest as time and weather permits.

Other:

- Continued work on installing new signs associated with grant program
- Continue inventory auction items generated report for 2015
- Responded to 12 snow and ice events
- 3 full burials
- Responded to 4 tree issues and filled pot holes as needed



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Road Projects:

- Continue planning process for projects on portions of Snyder and Taylor May roads
- Started to identify areas for full depth/surface repair contract
- Continue to work on Hawksmoor road repair issues
- Working on street striping, crack sealing areas
- Preparing equipment replacement and new equipment request paperwork
- Worked on annual clean-up days program
- Re-arranged signs at Recycle Center to help residents better understand what goes where
- Have been receiving Christmas trees until February 1st and will now chip
- Remove and store Holiday decorations.

Note: Clean-up day's information-flyer to follow:

- *Senior Clean-up May 2nd, 3rd, and 4th from 8am to 2:30pm*
- *Resident drop off will be Friday May 6th and Saturday May 7th from 7:30am to Noon*
- *Shredding service will be Saturday only May 7th from 7:30am to Noon*
- *Service Department facility open house on Saturday May 7th from 12:30pm to 2:30pm*