

I. Personnel:

Position Title	# of Positions	Filled	Vacant
Public Works Supervisor	1	1	0
Lead Water Treatment Operator	1	1	0
Water Treatment Operator	1	0	0
Water Plant Trainee	1	1	0
Building & Grounds Technician	1	1	1
Part Time		2	0

a. Hiring Update:

1. Three applications have been reviewed and two of those applicants have been interviewed. I am currently setting up a time to interview the third applicant and hopefully make a decision after that.

b. Employee Recognitions:

1. Health Department Report - The water plant was recognized for its cleanliness and excellence in operation.
2. Special thanks to the Public Works team that helped complete our part of the installation for the playground mulch at Cooks Creek Park.

II. Activity Report:

a. General:

1. Staff has several more V.M.L safety videos to complete.
2. Three employees will be attending VDOT intermediate traffic control training.
3. Mr. Cooper will take his Class B CDL drivers test on April 15th.

b. Water & Sewer:

1. Attended second HRRSA meeting on April 1<sup>st</sup>; discussed the progress of current upgrades to HRRSA's facility, the budget for the upcoming year, and the continuing problem of ground water infiltration that stresses the plant during even moderate rain events.
2. The Town continues to experience problems at Well #2. As of this report the Well Crew from Sydnor is on site working to repair the issues. Well #1 (Bowman Rd) is also out of service and the Town has asked Sydnor to check that pump while on site.

c. Maintenance:

1. Currently reviewing 2 estimates for painting the cannon at Pit Stop Automotive.
2. The town car is scheduled to be buffed, waxed, and seat to be repaired.
3. The building has been moved from Cooks Creek to Dove Park.
4. The park bathrooms will be fully opened this week (April 1-5). Town staff will give each facility a complete spring cleaning.
5. Working with Bob Holton and the Town of Bridgewater for the use of their bucket truck to install the new banners as soon as they arrive; also working with Bridgewater on a regular schedule for the Town to clean the streets.

III. Project Update:

- a. Continue to work on painting at the municipal building, and will also be painting the bathroom doors at Cooks Creek and Sunset Park.
- b. Focusing most of our time on the Greenway and Cooks Creek Park, in preparation for the ribbon cutting ceremony scheduled for April 26<sup>th</sup>, and the Red Bud Festival that weekend.

Respectfully Submitted,



Russell Bailey