

Town of Ocean View
Delaware

TO: Carol Houck, Town Manager

FROM: Jerrad Steele, Public Works Manager

SUBJECT: March 2023 Public Works Monthly Report

32 West Avenue Community Center & John West Park

- Daily facility check for trash and checking bathrooms for supplies.
- Performed daily playground inspections on playground equipment, entered into program on IPAD.
- Repaired playground mulch and fabric as necessary.
- Raked up sticks and leaves around playground area.
- Oversaw R+L completing early spring lawn treatment.
- Oversaw Collins Lawncare's grass cutting and edging and trimming.
- Inspected all emergency exit lights and changed out batteries.
- Oversaw Hoopes fire service yearly fire extinguisher inspection.
- Set up meeting room for council meeting and budget workshop.
- Emptied trash cans and dog waste station Mondays through Fridays.
- Power washing playground equipment and fencing around park.
- Repair water shut off valve and PVC pipe to water pit.
- Set up meeting room for Candidates' Night.
- Prepped event room and supplies.

201 Central Avenue

- Daily building inspection and outside grounds walk-around inspection.
- Inspected all fire emergency lights and replacing batteries.
- Oversaw Collins lawncares grass cutting, edging and trimming.
- Oversaw Hoopes fire service yearly fire extinguisher inspection.
- Emptied trash in kitchen area and outside on Wednesdays.
- Picked up necessary supplies at BJ'S for OVPD and Admin staff areas.
- Oversaw pro works replace corroded pipe with new PVC pipe.

- Set up Training room for special meeting of Board of Elections.

222 Maintenance Road – Public Works Facility

- Cleaned up the shop area and garage area and built a new tool rack.
- Met with Brasure's pest control.

Safety Programs

- Attended the DFIT safety meeting on March 14.

Field Work

- Replaced tattered flag at blue star.
- Did weekly rounds around town picking up trash and checking storm drains for debris and trash.
- Replaced damaged no parking signs in Wedge field.
- Replace a damaged 40 mph sign on Central Avenue!