



MAINTENANCE/MS4 DEPARTMENT MONTHLY REPORT

March 31, 2022 Through April 26, 2022

NOTE WORTHY ITEMS

- **Negley Park**
 - Park maintenance is in full operation.
 - Invasive vines on grove trees were cut at their base, sprayed with specially formulated vine killer and then covered with mulch in an attempt to kill the vines. This seems to be having a positive effect and will be expanded throughout the park.
 - Forms for a concrete pour are in place from the new pavilion and the old asphalt.
- **Schell Park**
 - Park maintenance is in full operation
 - Benches have been repositioned closer to the playground.
- **Maple Street Park**
 - Park maintenance is in full operation
 - Old split rail fencing has been removed and new vinyl fencing has been ordered
- **Fort Couch**
 - Park maintenance is in full operation
- **Memorial Park**
 - Park maintenance is in full operation
 - Sand diggers and See/Saws have been reinstalled.
- **MS4 Activity**
 - Storm inlet cleaning is ongoing, we are painting the corresponding numbers on inlets to ease tracking in the iWorQs system.
 - Removing trash and debris from the Raingardens
 - 9th and Hummel inlet "diapers" were cleaned, several times.
 - On 4/22 the Borough's MS4 program had an on-site audit by the EPA. The audit found that the Borough complies. There were 3 minor house keeping issues at the maintenance center that had to be addressed, covering the cold patch stockpile, moving the used oil storage container inside and double socking the street sweeper debris bin.
 - Street sweeping has begun.
- **Pool**
 - The opening procedure of the pool has begun. We are awaiting a final go ahead from Todd Miller of the WSREC before we uncover the pool.
- **Highway**
 - Winter weather is over. We are now patching potholes, reviewing street cuts and repairing winter damage.

Work Order Detail Report

03/31/2022 - 04/26/2022

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/26/2022	Highway	Closed	Borough Manager	Green Light Go Grant	1 Lowther Street	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/26/2022	MS4	Closed	Internal	Woodside Park	Woodside Park	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/26/2022	Pool	Closed	Internal	Removing damaged water slide	Pool	Equipment Removal
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/26/2022	Highway	Closed	Internal	Borough wide	Borough wide	Pothole Repair

Material

Material	Amount	Cost
Cold patch high performance	2.00	\$286.00

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	MS4	Closed	EPA	LB Smith Ford	1120 Market Street	SW retention area maintenance

Notes

Note
During an EPA inspection of the BMP a broken sewer pipe was found in the bottom of the retention area.
There was also a sink hole in the parking area to the west of the BMP.
All items have been repaired by a private contractor hired by LB Smith Ford.

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/25/2022	Parks	Closed	Routine Maintenance	Parks	Parks	Trash Collection
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/25/2022	Highway	Closed	EPA	Fixing items that were	1 Lowther Street	Beautification

				brought to our attention during audit		
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/25/2022	Highway	Closed	Routine Maintenance	From Community clean up day	Various	Trash Collection
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	MS4	Closed	EPA	EPA Audit	Borough wide	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	Pool	Closed	Internal	Pool	94 Herman ave	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	Parks	Closed	Internal	Memorial park	48 Hummel ave	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	510 Herman	Closed	Internal	Office	510 Herman ave	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	Parks	Closed	Internal	Negley park	Cumberland Road	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/22/2022	Parks	Closed	Internal	Maple Street Park.	Maple street	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/21/2022	Parks	Closed	Internal	Negley	Cumberland road	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/21/2022	510 Herman	Closed	Internal	Borough office	510 Herman ave	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/21/2022	Parks	Closed	Council	Negley tennis court	Cumberland road	General Maintenance/Repair

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/21/2022	Highway	Closed	Internal	Borough wide	Borough wide	Street Maintenance
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/21/2022	MS4	Closed	Internal	Drains	Borough wide	Assist MS4
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/21/2022		Closed	Internal	Highway garage	1 Lowther street	Other
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/20/2022	MS4	Closed	Internal	Market street Rain gardens	Market street	Assist MS4
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/20/2022	Parks	Closed	Internal	Negley Park	Cumberland road	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/20/2022	Pool	Closed	Routine Maintenance	Pool	94 Herman Ave	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/20/2022	Highway	Closed	Internal	N 12th St hollow	N 12th Street	Illegal Dumping
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/20/2022	MS4	Closed	EPA	Property owner notifications	USPO/500 N 12th/WS Plaza	Administration

Notes

Note
<p>Notified the property owners of Friday's EPA inspection.</p> <p>USPO- Sherry Chronister (in-person) WS Plaza - Derek Martin (via email) 500 N 12th - Leah Krnjaic (in-person)</p>

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	510 Herman WSRPD	Closed	Internal	Memorial Clock	510 Herman Ave	Equipment Repair

Material

Material	Amount	Cost
Clock Controller	1.00	\$1,035.00

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	Parks	Closed	Borough Manager	WiFi/Camera Inquiry	All Parks	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	Parks	Closed	Internal	Maple street	Maple street park	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	Parks	Closed	Internal	Negley Park	Cumberland Road	General Maintenance/Repair

Material

Material	Amount	Cost
Ext Recp Cover	2.00	\$24.70

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	Parks	Closed	Internal	Negley Park	Cumberland Road	Weed Whacking/Trimming
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	510 Herman	Closed	Internal	Borough Office	510 Herman ave	Weed Whacking/Trimming
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	MS4	Closed	Internal	Borough Drians	Borough Wide	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/19/2022	Pool	Closed	Internal	Lemoyne Pool	94 Herman ave	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/18/2022	Highway	Closed	Borough Manager	Employee evaluations	1 Lowther Street	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	MS4	Closed	Internal	Illicit discharge	Herman Ave	Training

				notification form and procudure		
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/18/2022	MS4	Closed	Internal	Market Street Trash	Market Street	Assist MS4
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/18/2022	Parks	Closed	Internal	Borough Parks	Borough Parks	Trash Collection
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	Highway	Closed	Citizen Request entry	8th and pear	8th and pear	Sign Installation

Notes

Note
Never a sign there and unable to place on in that location.

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	Highway	Closed	Citizen Request entry	North 4th street	north 4th street	Pothole Repair

Material

Material	Amount	Cost
Easy Street blacktop	0.25	\$32.50

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	MS4	Closed	Internal	Cleaning Drains	5th and woodside	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	Parks	Closed	Internal	Memorial Park	Memorial park	Criminal Mischief repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	Parks	Closed	Internal	Borough Wide	Borough Wide	Trash Collection
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	MS4	Closed	Internal	North of RR tracks	North of RR tracks	Street cleaning

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/14/2022	Highway	Closed	Borough Manager	Management Staff mtg	510 Herman Ave	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	MS4	Closed	EPA	EPA Audit	1 Lowther Street	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	Highway	Closed	Council	Streets Comm Mtg	510 Herman Ave	Administration

Notes

Note
Agenda items
Trucks at 10th and Walnut Sts
Trucks/speeding Sycamore St/Schell Playground

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	Highway	Closed	Borough Manager	Dept review		Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	Parks	Closed	Borough Manager	WiFi/Camera in parks inquiry	510 Herman Ave	Equipment Installation

Notes

Note
Meet with M3T Corp for price bid on WiFi, cameras and door passage systems.
Markus Leogrande Aimee Mathin
2250 Bumble Bee Hollow Rd Mechanicsburg, Pa 17055 717-918-9107

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	510 Herman WSRPD	Closed	Internal	Police Station	510 Herman ave	Equipment Installation

Material

Material	Amount	Cost
1/2" Romex connector	2.00	\$1.18
15a Receptacle ivory	2.00	\$2.38
14/2 BX	50.00	\$51.25
BX anti-shorts	4.00	\$0.84
Ceiling box cover	1.00	\$1.69
Pvc Dbl old work box	1.00	\$4.33
Yellow (medium) wire nuts	1.00	\$1.79
ceiling box metal	1.00	\$4.64
Double outlet cover	1.00	\$2.12

Notes

Note
Add electric outlets in Detective office

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	MS4	Closed	Internal	street sweeping	North of the RR tracks	Street cleaning
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/12/2022	MS4	Closed	EPA	EPA audit	510 Herman	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/12/2022	Highway	Closed	Internal	Warren/Clark Sts	Warren/Clark Sts	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	510 Herman	Closed	Internal	Borough office	510 Herman ave	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types

4/13/2022	Parks	Closed	Internal	Memorial Park	48 Herman ave	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/13/2022	Parks	Closed	Internal	Negley	Cumberland road	Mowing
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	Highway	Closed	Routine Maintenance	Mondays route	South of rr tracks	Street cleaning
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	510 Herman	Closed	Internal	Borough office	510 herman ave	Beautification
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	Parks	Closed	Internal	borough parks	Borough parks	Trash Collection
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	Highway	Closed	Citizen	Herman ave	426 and 420 Herman ave	Tree Trimming
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	Tree removal	Closed	Citizen	Bosler ave	Bosler ave	Tree Trimming
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	MS4	Closed	EPA	EPA audit	510 Herman Ave	Administration
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/11/2022	Highway	Closed	Residence owner	Tree removal	524 Bosler	STC tree removal
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/7/2022	Highway	Closed	Internal	Maintenance Center	1 Lowther street	Beautification
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/7/2022	MS4	Closed	Internal	Storm water drains	borough wide	Assist MS4
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/7/2022	Highway	Closed	Internal	Pa one call	penn harris hotel	Training
Work Date	Assigned	Main	Request	Common	Work	Work

	Department	Status	Type	Name	Address/Location	Types
4/6/2022	Parks	Closed	Internal	Memorial Park	Memorial Park	Equipment Installation
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/6/2022	Parks	Closed	Internal	Negley	Cumberland Road	Equipment Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/6/2022	Parks	Closed	Internal	Memorial Park	Memorial park	Equipment Installation
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/6/2022	MS4	Closed	Internal	Borough Wide	Borough Wide	Assist MS4
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/5/2022	Parks	Closed	Internal	Borough Wide	Borough parks	Other
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/5/2022	Parks	Closed	Internal	Negley Park	Cumberland road	General Maintenance/Repair
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/5/2022	Parks	Closed	Internal	Borough Parks	Borough wide	Beautification
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/5/2022	Parks	Closed	Internal	Negley/Memorial		Other
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/5/2022	Parks	Closed	Internal	Negley Park	Cumberland road	Other
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/5/2022	Parks	Closed	Internal	Negley Park	Cumberland Road	Other
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/4/2022	Parks	Closed	Internal	Schell Park	Sycamore Street	Equipment Installation
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/4/2022	Highway	Closed	Internal	Maintenance Center	1 lowther street	Other

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/4/2022	Parks	Closed	Internal	Schell Park	Sycamore street	Equipment Installation

Material

Material	Amount	Cost
Quikcrete	15.00	\$48.15

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
4/1/2022	Highway	Closed	Police Department	N 5th Street	380 N 5th Street	Tree Removal

Notes

Note
Property is owned by : Paul Phillips and Ronald Stainbrook

Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
3/31/2022	MS4	Closed	Internal	Street sweeper operation	Hill area	Street cleaning
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
3/31/2022	Parks	Closed	Internal	Grove area	Negley Park	Tree Removal
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
3/31/2022	Parks	Closed	Internal		1 Lowther Street	Equipment Installation
Work Date	Assigned Department	Main Status	Request Type	Common Name	Work Address/Location	Work Types
3/31/2022	Highway	Closed	Office Staff	Assist CEO	510 Herman Ave	Administration

Notes

Note
Review with the CEO codes issues with 228 Hummel Ave

Total Records: 83

4/27/2022

Request Report

03/31/2022 - 04/26/2022

Request Date	Entered By	Name	Type of Request	Brief Description of Issue	Address of Concern	Status (Default)
4/26/2022	Cliff Karlsen	Amy Raugh	Landscaping Concerns	Tall weeds behind house	Rear 756 State St	ASSIGNED - PENDING
4/25/2022		JIM FOX	Right of Way Issues	Is it allowed to block the sidewalk with anything for extended periods of time? Now it is a pile of dirt and a wheelbarrow	7th and shade st	IN PROGRESS
4/23/2022		Gene C Koontz	Debris/Trash	During Clean-up Day on Saturday, Sue Yenchko and I noted three properties that might warrant actions. 516 Market has a large amount of construction debris piled in the back along Oak. Next door at 522 Market a large amount of dirty diapers was dumped on the side of Oak St. We also noted a large amount of trash and debris at the rear of 922 State.	516 and 522 Market - rear along Oak; and 922 State	IN PROGRESS
4/21/2022		Brady Freeman	*Other	Came before Council	426 Bosler Ave	IN PROGRESS

				tonight re: 426 Bosler being vacant for 6-8 years, yard a mess, eaves dropping, tree limbs falling, junk in yard, vermin running around in house. Has pictures and would like to share.		
4/17/2022		Jim fox	*Other	Yard and parking area repair material blocking sidewalk used by children going to the school as well as others walking through the area	7th and shade st	IN PROGRESS
4/14/2022		Mike Fox	Traffic issues	There isn't a stop sign at the intersection 8th & Pear Streets and people fly through the intersection. He is concerned about an accident or kids getting hit as they're riding their bikes	8th & Pear	UNFOUNDED
4/13/2022	Cliff Karlsen	Elizabeth Phillip & Ryan sweeney	Traffic issues	Requesting speed bump(s) for this section of walnut St.	148 walnut St and vicinity	ASSIGNED - PENDING

				<p>Cars FLY up and down this road at all hours of day and night, going way over the speed limit. Narrow road w cars parked on both sides makes it hard to see oncoming traffic. Yesterday our cat escaped and was almost immediately hit and killed, four kids following closely behind him. The cars don't look. Half the time they are on their phones flying up or down the hill. There are 15 kids on this street that love to play. Please help us keep our neighborhood safe</p>		
4/12/2022	Cliff Karlsen	Mr. Farr	Potholes / Street Repairs	<p>Called 4/11 afternoon to let us know the stretch of 4th street the macadam was settling and there is a 1/4-3/4-inch divot in the street repair. He also inquired if we</p>	425 N. 4th Street.	COMPLETE

				put up signs saying, "slow deer crossing". He said they have deer that travel between house numbers 418-425 and asked we put signs up like that.		
4/11/2022	Cliff Karlsen	Jenn c/o VM left with no name	*Other	Wire have been hanging down in back of property closer to 418 a&b will forward voicemail left to Cliff and Trish Tree limbs fell on them and she wasn't sure it was a PPL issue.	420 Herman Avenue	OUT OF JURISDICTION

Total Records: 9

4/27/2022