

## BOARD MINUTES FOR ELECTRIC DEPARTMENT

January 17th 2020

Week of January 27<sup>th</sup> 2020

- Safety meeting in Bath.
- Substation
- UFPOs
- Service repairs Ferris, Willow Drive.
- Making repairs to poles Old Corning Rd, storm damage.
- Inventory, trucks materials and storeroom.
- Maintenance at sub-station, heater, lights and general.
- Working on inventory of materials.
- Met with spring city and Horizon solutions, to schedule/finish installation, hangers.
- Scheduling outage for old corning road.
- Foreman's meeting, board report, SCT computers, emails, vouchers, job scheduling.

Week of February 3rd 2020

- Safety
- Substation
- UFPOs
- pole 3J Old Corning Rd, prepping new pole for outage to transfer wires back during outage.
- Installing new street lights on pole 3J Old Corning road, Grandview Ave, South Ave. (3)
- Working on materials inventory.
- Clean and maintenance of shop.
- Arranging street light poles at pole pile near tank beach.
- Plowing and shoveling snow from storms.
- Truck and shop repairs, maintenance, inventory.
- Outage coordination, 2<sup>nd</sup> street project, Horizon solutions street light poles, req's, job scheduling, Forman's meeting, time sheets review.

Week of 10 February 2020

- Safety, Completed materials inventory.
- UFPO's
- Substation checks, maintenance.
- Energize state park pump station, Old Corning Road.
- Chain saw maintenance.
- Disconnect service to cottage (106) on Magee Point for demolition.
- Started tree trimming and cutting. Village wide.
- Attended numerous meetings, state park construction meeting, foremans meeting, board report, county meeting-charging stations, job review and scheduling, req's, vouchers, records.