

BOARD MINUTES FOR ELECTRIC DEPARTMENT

March 11 2022

Week of February 28th 2022

- Substation checks.
- * UFPOs, safety review.
- * Confirming pole numbers on street inventory.
- Completed materials inventory.
- Trucks materials and storeroom.
- Meter reading, transfers.
- Service complaints/requests.
- Tree cutting, trimming village wide.
- Assist street dept in snow removal.
- Working with USA software on work order program.

Week of March 7th 2022

- Meter reading, delinquents, transfers, account confirmations.
- Substation
- UFPOs
- Clean and maintenance of shop.
- Vehicle maintenance and cleaning.
- Generator for village office. start up and initialize. Stand by ready.
- Engineering work shop in Syracuse, MEUA, Heichel, Heichel, Hartman.
- Tree cutting trimming on Cedar Street.
- Chainsaw repairs.
- In shop training, familiarization new employees.
- Working with USA software on new work order program.