

SEWER MAIN/SERVICE PROBLEMS

DATE: 1/22/00

TIME: 7:30 AM SUN
REPORT FILED

NAME: PETERSON

ADDRESS: 234 LINCOLN AVE

COMPLAINT RECEIVED BY: APD

PROBLEM: SEWER BACKUP

COMPLAINT REFERRED TO: JOHN FIELD FOR ACTION

DATE: 1/22/00

TIME: 8:45 AM

ACTION TAKEN: PAGED BY APD WENT TO LINCOLN AVE WITH OWN
VEHICLE ✓ OUR MAIN EVERYTHING OK.
ADVISED MR. PETERSON THE PROBLEM WAS IN
HIS LINE

If the problem is on Town property, the employee in charge shall make contact with the property owner or tenant to explain what the problem was and the action taken by Public Works Department to correct the stoppage.

If the problem is on private property, the employee in charge shall be responsible for notifying the property owner and or tenant so they can be aware of the situation.

All reports shall be turned into the office on a daily basis.

John P. Field

Date: 1/23/00

Foreman/Employee in Charge (Signature)

SEWER MAIN/SERVICE PROBLEMS

DATE: 10/15/95

TIME: 11 AM

NAME: PETERSON

ADDRESS: 234 LINCOLN AVE

COMPLAINT RECEIVED BY: MIKE SWEDER & APD

PROBLEM: SEWER BACKUP

COMPLAINT REFERRED TO: JOHN FIELD FOR ACTION

DATE: 10/14/95

TIME: 11:15 AM

ACTION TAKEN: ✓ MAIN (OK) ADVISED MRS PETERSON
IT MIGHT BE INTERNAL PROBLEM SINCE
TOILETS WERE STILL FUNCTIONING.

If the problem is on Town property, the employee in charge shall make contact with the property owner or tenant to explain what the problem was and the action taken by Public Works Department to correct the stoppage.

If the problem is on private property, the employee in charge shall be responsible for notifying the property owner and or tenant so they can be aware of the situation.

All reports shall be turned into the office on a daily basis.

John R Field

Date: 10/15/95

Foreman/Employee in Charge (Signature)

SEWER MAIN/SERVICE PROBLEMS

DATE: 8/5/95

TIME: 10:45 AM

NAME: Peterson

ADDRESS: 234 LINCOLN AVE.

COMPLAINT RECEIVED BY: Jeff Osborne

PROBLEM: Plugged main

COMPLAINT REFERRED TO: Matt Louan FOR ACTION

DATE: 8/5/95

TIME: 11:00 AM

ACTION TAKEN: Flushed main line sewer on Lincoln Ave.

If the problem is on town property, the employee in charge shall make contact with the property owner or tenant to explain what the problem was and the action taken by Public Works Department to correct the stoppage.

If the problem is on private property, the employee in charge shall be responsible for notifying the property owner and or tenant so they can be aware of the situation.

All reports shall be turned into the office on a daily basis.

Matt Louan

Foreman/Employee in Charge (Signature)

Date: 8/5/95

PUBLIC WORKS DEPARTMENT

EMERGENCY OVERTIME ASSIGNMENTS

DATE: 8/5/95

OVERTIME PROJECT: Plugged Sewer 234 Lincoln Ave.

COMPLAINT RECEIVED FROM: Jeff Osborne

SUPERVISOR IN CHARGE: MATT LOVEN

SCHEDULED OVERTIME ASSIGNMENT AUTHORIZED BY: _____

<u>EMPLOYEES ASSIGNED TO PROJECT:</u>	<u>TIME REPORTED</u>	<u>TIME RELEASED</u>
1. <u>M. LOVEN</u>	<u>11:01 AM</u>	<u>1:00 PM</u>
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

(Highway Division Supervisors will use the regular overtime sheet in addition to the new one)

Matt Loven

SIGNATURE OF SUPERVISOR