January 13, 2014

HOW DO I REPORT …….

POT HOLES: Call Debbie at the Service Department at 773-2700 and give a detailed location description. The answering machine is always on after hours so please leave a message. Or you can always email this information to Debbie @ debbie.engelman@ci.chillicothe.oh.us

STREET LIGHT PROBLEM: Go to the AEP web site https://www.aepohio.com and click on *Report a Problem* select *Report a Street Light Problem* there you fill in the requested information. I don't get out and find the pole number I just give the closest address to the street light pole.

BURNED OUT TRAFFIC LIGHTS: Call Linda in Engineering at 773-8981 and give a detailed location description. Include streets at the intersection, direction of travel affected by the non-working light. The answering machine is always on after hours so please leave a message. Or you can always email this information to Linda @ linda.hardesty@ci.chillicothe.oh.us

DEAD ANIMALS: Call Debbie at the Service Department at 773-2700 and give an address or intersection. The answering machine is always on after hours so please leave a message. Or you can always email this information to Debbie @ debbie.engelman@ci.chillicothe.oh.us

GARBAGE PICKUP ISSUES: Call Debbie at the Service Department at 773-2700 and give an address. By ordinance 521.165(a) states that no person shall place their garbage outside for pickup more than 24 hours before scheduled garbage pickup for that area.

YARD WASTE, BRUSH LEAVES & CHRISTMAS TREES: The City's Yard Waste Drop-Off Site at 415 Renick Avenue is available to residents from the hours of 7 AM to 9 PM. Yard waste in plastic bags must be emptied and the bags removed. Curbside leaf collection information will be posted in the fall.

COMMERCIAL VEHICLES PARKED IN A RESIDENTIAL AREA AFTER DARK: Call the police at 773-1191 and give the address.

HANDICAP PARKING PERMITS: Are issued through the Service Department 773-2700

MISSING BUILDING PERMITS: Building permits are to be posted so that they are visible from the street. If you are out and about and see construction being done and do not see a building permit please report this to Linda in the Building Department at 773-8980. All she needs is the address where the work is being done. The answering machine is always on after hours so please leave a message. Or you can always email the address to Linda @ linda.hardesty@ci.chillicothe.oh.us