



In The Gutter

April 2026



As we come into the spring season - remember to pack extra dry clothes for whatever weather Michigan decides to bring for the day. Be sure to think about your feet as well as things are going to get muddy!



Atta Boys From Febuary

Congrats to our Febuary winner - Trevor!

Jason & Dylan - Hicks Job

Mitch & Seth - Goin Job

Eli & Hayden - Heyd Job

Jason J & Dylan - Youngflesh Job

Jason J & Dylan - Leuyloff Job

Reminders

RED SEASON TO BEGIN ON 4/13. RED season means 7am start time, PTO must be requested 2 weeks in advance, and you must have PTO to take time off.

Anniversaries & Birthdays

4/1 - Happy Birthday Chad!

4/4 - Thank you for 4 years of service Jesse!

4/10 - Happy Birthday Trevor!

4/11 - Happy Birthday Chris!

4/14 - Thank you for 14 years of service Mark!

4/15 - Thank you for 2 years of service Steven Fitzek!

4/19 - Thank you for 16 years of service Jazson Ball!

4/23 - Happy Birthday Steve Ball!

Safety Meeting Recap

Trencher / Digging Safety



811 Know what's below.
Call before you dig.

APWA UNIFORM COLOR CODES

	RED: Electric power lines, cables, conduit and lighting cables		BLUE: Potable water
	YELLOW: Gas, oil, steam, petroleum, gaseous materials		GREEN: Sewers and drain lines
	ORANGE: Communications, alarm or signal lines, cables or conduit, traffic loops		WHITE: Pre-marking dig site
	PURPLE: Reclaimed water, irrigation, slurry lines		PINK: Temporary survey marks

The marks are approximate. Dig carefully near them.

5 STEPS FOR SAFE DIGGING

Working on an outdoor project? Always call 8-1-1 first, because you never know what's below. Here are five easy steps for safe digging.

Source: call811.com

<p>1. NOTIFY Call 8-1-1 or make a request online two to three days before you start.</p> 	<p>2. WAIT Wait two to three days for a response to your request. Affected utilities will send a locator to mark any underground utility lines.</p> 	<p>3. CONFIRM Confirm that all affected utilities have responded by comparing the markers to the list of utilities the 8-1-1 call center notified.</p> 	<p>4. RESPECT Respect the markers provided by the affected utilities. They are your guide for the duration of your project.</p> 	<p>5. DIG CAREFULLY If you can't avoid digging near the markers (within 18-24 inches on all sides, depending on state laws), consider moving your project.</p> 
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To Run Trencher

1. First find the on and off red switch
2. Find the choke lever and turn it on
3. Find the pull cord and Give it a pull
4. Once started you Will find the safety bar that is part of the handle Dpress the Bar
5. Find the throttle and turn it up one machine is warmed up
6. You are now ready to operate the trench
7. On the left that is a blue Handle that is for tire lock turn OFF for making turns and ON for going strait
8. Next in line is the Green handle this is to move the trenching arm up and down
9. Next is the Orange handle this must in neutral for the machine to start then forward is forward and Back is reverse
10. Next is the Yellow Handle this is to engage the trenching blade but be on before digging

Foreman meeting to be held on 4/15.

Safety Meeting to be held on 4/22.

Do's and Don'ts



Downspouts need to have a 2-3' extension unless told by homeowner or estimator not to install. If a customer does not want them - a note specifying this must be made!

Make sure you are cleaning up on jobsites. Make sure there are no screws, scrap metal, scrap gutter/downspout/cover, garbage, etc laying around.

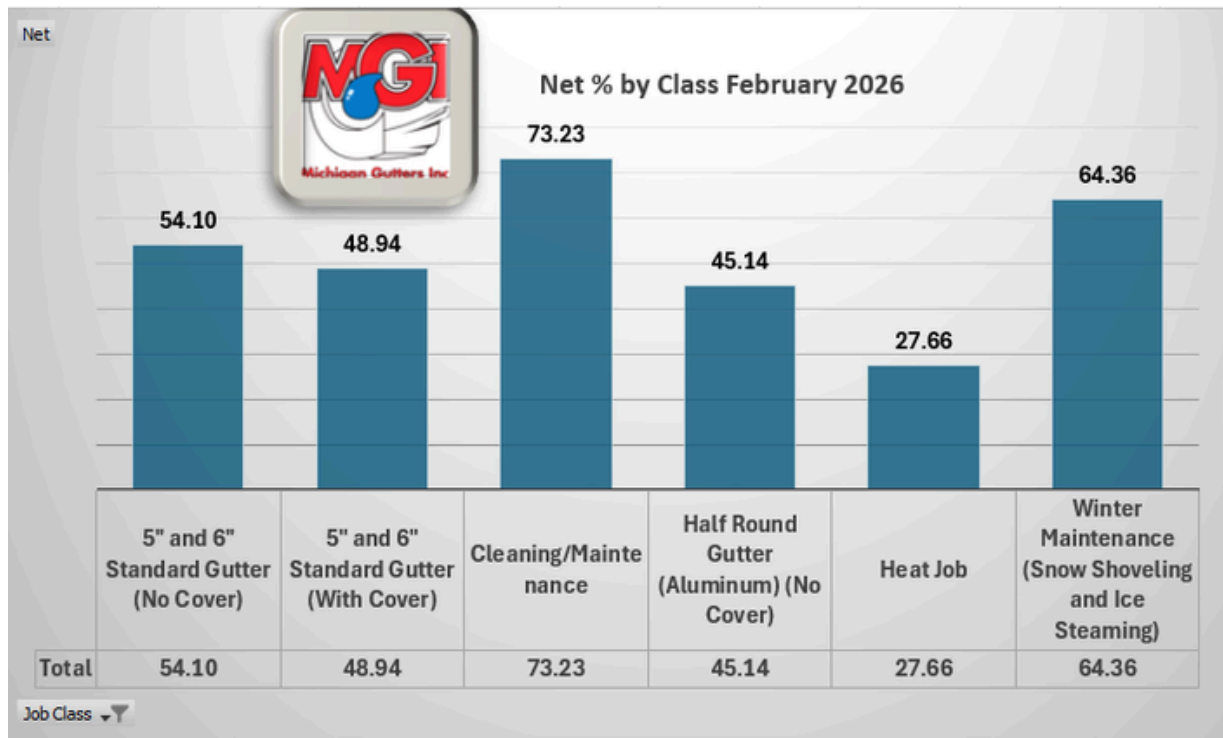
HR Corner

Red Season Reminders - you can also find this on the MGI website under Attendance Policy

Red Season Regulations:

- 7am Start Time.
- Monday-Friday.
- Office Staff Monday-Friday/Negotiated Start Time
- Time off requests must be submitted two weeks in advance. -If available PTO must be used.
- Unpaid time off permitted upon approval contingent on company needs.
- Sales Staff: While they can dictate their own schedule, time off requests still need to be submitted so the company can adjust accordingly while scheduling incoming estimate requests.

Lets Talk Numbers



The above graph shows the net percentage by class of profit made.

Some things that effect these percentages are - times spent on the job site (or returning the next day to finish an hours worth of work) and additional material used that were not approved by the customer.

