

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
7/5/2019	Municipal Bldg.	Cleaned and supplied.	AN
7/5/2019	Public Works	Cleaned and supplied.	AN
7/5/2019	Sports Complex	Cleaned and supplied.	AN
7/5/2019	Library	Cleaned and supplied.	AN
7/5/2019	Country Lakes Recreation	Cleaned and supplied.	AN
7/5/2019	Municipal Bldg.	Touched up spackling in administration.	JJ
7/5/2019	Nesbit Center	Checked the refrigerator.	JJ
7/5/2019	Cert Building	Added salt for softener. Replaced light bulbs.	JJ/DW
7/5/2019	219 Massachusetts Road	Delivered recycling tote.	DW
7/5/2019	101 Kentucky Trail	Delivered recycling tote.	DW
7/5/2019	7 Sommers Lane	Delivered recycling tote.	DW
7/5/2019	701 Tecumseh Trail	Replaced lid on recycling tote.	DW
7/5/2019	71 Columbus Avenue	Delivered recycling tote.	DW
7/5/2019	62 Aster Street	Delivered recycling tote.	DW
7/5/2019	Mirror Lake Beach	Continued working on Water Carnival items. Replaced the rail across from the boat launch.	JJ/DW
7/5/2019	Bayberry Park	Fixed the orange fence.	JJ/DW
7/5/2019	Mirror Lake Beach and Concession	Removed trash at end of day.	JJ/DW
7/5/2019	BMIA Bldg.	Cleaned and supplied baths and kitchen. Removed trash and recycling. Restocked supply closet.	KM
7/5/2019	Municipal Bldg.	Cleaned and supplied baths, cleaned floors and removed trash. Cleaned and mopped up water from rain on the main floor and the basement. Pulled up rain water with shop vacuum in the basement.	KM
7/5/2019	Police	Cleaned and supplied baths. Removed trash.	KM
7/5/2019	Public Works	Locked gates.	KM
7/5/2019	Sports Complex	Cleaned and supplied baths, removed trash.	KM
7/8/2019	BMIA Bldg.	Cleaned and supplied baths. Swept floors, spot mopped and removed trash.	KM

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7/8/2019	Municipal Bldg.	Cleaned and supplied baths and swept floors. Removed trash.	KM
7/8/2019	Library	Cleaned and supplied baths, café and break room. Vacuumed by circulation desk, adult computer room, information desk, adult reading and sitting areas. Emptied outside trash cans.	KM
7/8/2019	Police	Cleaned and supplied baths. Removed trash.	KM
7/8/2019	Public Works	Cleaned and supplied baths. Removed trash. Locked gates.	KM
7/8/2019	Country Lakes Recreation	Cleaned and supplied baths. Swept floor. Cleaned mulch off walkway and doorway.	KM
7/8/2019	Reflections Park	Finished installing the fence. Reinforced the fishing dock. Dressed fence line and topped it off with topsoil. Put a coat of black mulch down around the trees.	JE/KW
7/8/2019	Reflections Park	Cut and weed whacked.	HW/AN
7/8/2019	Pepe's Island	Weed whacked the walk path and other areas.	MM/DW
7/8/2019	Mirror Lake Beach and Park	Removed the cut logs and filled in the holes where the stumps were removed.	MM/DW
7/8/2019	Mirror Lake Concession	Put together signs for bus pick up and drop off for the water carnival.	MM/DW
7/8/2019	Mirror Lake Beach	Picked up and dropped off trash/recycling cans for carnival.	MM/DW
7/8/2019	Municipal Bldg.	Cleaned and supplied. Removed trash.	JM
7/8/2019	Buildings, Parks and Bus Stops	Emptied trash/recycling cans at American Legion Basketball Court, Rottau Park, Lake Pemberton, Nesbit Park, West End Park, Presidential Lakes Park by Firehouse and Presidential Lakes Beach Building, Country Lakes Park on Tensaw Drive, Jean Ammerman Park, Pole Bridge Park, Mirror Lake Park/Basketball Court, Imagination Kingdom, Bayberry Park and Reflections Park. Mirror Lake - around North Lakeshore Drive and South Lakeshore Drive. Bus stops - two on Trenton Road, two in Country Lakes and two on Pemberton Browns Mills Road.	JM
7/9/2019	Mirror Lake Beach	Installed an outlet on the h-dock.	JJ/JR
7/9/2019	Reflections Park	Started installing sign and lights on the dock.	JJ/JR
7/9/2019	Municipal Bldg.	Cleaned and supplied baths, swept and mopped halls, court lobby and court room. Cleaned court yard window sills. Removed trash. Picked up trash in parking lot and around building.,	KM
7/9/2019	Library	Cleaned and supplied baths and break rooms. Swept and mopped lobby. Removed trash and recycling.	KM
7/9/2019	Police	Cleaned and supplied baths, swept and mopped halls and holding cells. Removed trash inside and outside.	KM
7/9/2019	Public Works	Cleaned and supplied baths. Removed trash. Accepted delivery. Locked gates.	KM

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7/9/2019	Sports Complex	Cleaned and supplied baths. Cleaned in front of doors. Removed trash.	KM
7/9/2019	Mirror Lake	Cut grass and weed whacked.	HW/AN
7/9/2019	Veterans Park	Cut grass and weed whacked.	HW/AN
7/9/2019	Blueberry Manor	Cut grass and weed whacked.	HW/AN
7/9/2019	Brendan Byrne State Forest	Picked up light tower.	JM
7/9/2019	Coyle Field	Picked up two light towers.	JM
7/9/2019	Mirror Lake Beach	Picked up trash and removed a log by the dumpster.	JM
7/9/2019	Lester Street	Picked up a boat.	JM
7/9/2019	Reflections Park	Fixed the fence.	JE/KW
7/9/2019	Reflections Park	Continued dressing the fence line with dirt and topping off with top soil.	JE/KW
7/9/2019	Pepe's Island	Trimmed branches before the footbridge.	MM/DW
7/9/2019	Mirror Lake	Continued setting up trash and recycling containers.	MM/DW
7/9/2019	Mirror Lake Beach and Park	Removed the cut logs.	MM/DW
7/9/2019	Mirror Lake Parking Lot	Painted blue handicap parking line and yellow parking lines.	MM/DW
7/9/2019	Mirror Lake Beach	Painted the concrete picnic tables.	MM/DW
7/10/2019	BMIA Bldg.	Cleaned and supplied baths, swept floors. Removed trash and picked up trash outside.	KM
7/10/2019	Municipal Bldg.	Cleaned and supplied baths, swept and spot mopped floors. Removed trash.	KM
7/10/2019	Library	Cleaned and supplied baths, café, and break room. Vacuumed young adult room and study one and two. Removed trash and recycling.	KM
7/10/2019	Police	Cleaned and supplied baths, swept squad room and removed trash.	KM
7/10/2019	Public Works	Cleaned and supplied baths. Removed trash and recycling. Cleaned and supplied fleet garage. Removed trash. Locked gates.	KM
7/10/2019	Sports Complex	Cleaned and supplied baths. Removed trash.	KM
7/10/2019	Pepe's Island	Continued installing orange fence.	MM/DW
7/10/2019	Mirror Lake Beach	Continued painting picnic tables.	MM/DW
7/10/2019	Entire Township	Picked up signs from administration and placed throughout township.	MM/DW
7/10/2019	Bayberry Park	Fixed fence.	MM/DW

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7/10/2019	Mirror Lake Beach and Park	Worked on the electrical on the main dock and the floating dock.	JR/JE
7/10/2019	Reflections Park	Finished installing sign and lights on dock.	JR/JE
7/10/2019	Reflections Park	Helped with sign on dock.	JJ/KW
7/10/2019	Reflections Park	Started working on the second floating dock.	JR/KW
7/10/2019	Senior Center	Brought down sign board from upstairs and put in the main room.	JM
7/10/2019	Public Works	Loaded up the black trailer with the wood and float forms for the floating dock and dropped off at Mirror Lake Concession.	JM
7/10/2019	Municipal Bldg.	Started cutting grass.	JM
7/10/2019	Senior Center	Cut grass and weed whacked.	HW/AN
7/10/2019	Juliustown Road	Cut grass and weed whacked.	HW/AN
7/10/2019	Dominique Johnson	Started cutting grass and weed whacking.	HW/AN