

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
1/4/2018	Township	Plowed roads, salted, shoveled snow at buildings and sidewalks	JR/MM/HW/JJ/JE/ JM/DG/CG/KM/JS/ DW/CP/AN/KW/SA
1/5/2018	Township	Plowed roads, salted, shoveled snow at buildings and sidewalks	JR/MM/HW/JE/JM/ DG/CG/DW/CP/AN/ KW
1/8/2018	Municipal Bldg.	Cleaned, supplied baths, trash administration entrance, salted walkways	KM
1/8/2018	Police	Cleaned, supplied baths, removed trash, salted walkways	KM
1/8/2018	Public Works	Locked doors, gates, swept and mopped office floors, hallways, salted steps and ramp	KM
1/8/2018	Senior Center	Removed trash and recycling, salted front and back ramps	KM
1/8/2018	Municipal Bldg.	Checked sidewalks, shoveled and salted where needed, cleaned, supplied baths, removed trash and recycling	JS
1/8/2018	Police	Cleaned, supplied baths, holding cells, removed trash	JS
1/8/2018	Public Works Office	Cleaned, supplied baths, removed trash and recycling	JS
1/8/2018	Public Works Garage	Cleaned, supplied baths, removed trash, dropped off recycling	JS
1/8/2018	Library	Cleaned, supplied baths, removed trash, recycling inside and out	JS
1/8/2018	O'Brien and Sons	Had keys made	JS
1/8/2018	136 Pointville Road	Delivered recycling tote	JM/JR
1/8/2018	247 Daniels	Delivered recycling tote	JM/JR
1/8/2018	202 Washington Blvd.	Delivered recycling tote	JM/JR
1/8/2018	215 Seminole Trail	Delivered recycling tote	JM/JR
1/8/2018	226 Purdue Avenue	Delivered recycling tote	JM/JR
1/8/2018	Public Works Garage	Installed lights in mechanic's garage	JM/JR
1/8/2018	Home Depot	Picked up heater for dpw office	JM/JR
1/8/2018	Mirror Lake Dam	Clear sidewalks, put snow in truck 16 and dumped at Noteboom	EB/AN/KW
1/8/2018	UEZ	Blew snow from sidewalks	EB/AN/KW
1/8/2018	Buildings	Checked all building sidewalks	JJ/MM
1/8/2018	Buildings	Checked all heaters	JJ/MM
1/8/2018	Municipal Bldg.	Worked on heat in basement	JJ/MM
1/8/2018	Country Lakes Rec	Helped Water Division thaw pipes	JJ/MM
1/8/2018	Nesbit Center	Shoveled sidewalk	JJ/MM
1/8/2018	Police	Replaced door closer	JJ/MM

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1/8/2018	Buildings	Removed trash	DG/HW
1/8/2018	DPW	Removed all plywood from upstairs	DG/HW
1/8/2018	Library	Picked up two portable heaters and delivered to administration	DG/HW
1/8/2018	Nesbit Football Field	Plowed back parking lot	DG/HW
1/8/2018	Train Station	Plowed parking lot	DG/HW
1/9/2018	Municipal Bldg.	Salted all sidewalks	JS
1/9/2018	Municipal Bldg.	Cleaned, supplied baths, administration, room 9, vacuumed, swept and mopped salt off lobby floors, vacuumed all lobby rugs, removed trash and recycling	JS
1/9/2018	Municipal Bldg., Senior Center, Public Works, Library, BMIA, Nesbit Center and Dominique Johnson Bldg.	Salted all entrances	EB/JE/AN/KW/DW
1/9/2018	UEZ	Cleared sidewalks in town, cleared sidewalk going down Rancocas Lane and Lakehurst, continued clearing dam	EB/JE/AN/KW/DW
1/9/2018	100 Florida Trail	Replaced broken lid	JR/JM
1/9/2018	333 Seminole Trail	Delivered recycling tote lid, resident is going to replace	JR/JM
1/9/2018	2 Chippewa Trail	Checked to see if tote needed to be replaced or was just dirty.	JR/JM
1/9/2018	120 Mt. Misery Road	Delivered recycling tote	JR/JM
1/9/2018	425 Wisconsin Trail	Delivered recycling tote, fixed broken lid on recycling tote	JR/JM
1/9/2018	Buildings	Checked all heaters	JJ
1/9/2018	Police Station	Assisted contractor with heater repair	JJ
1/9/2018	Police Women's Locker Room	Fixed leak on busted pipe and mopped up water	JJ/SA
1/9/2018	Municipal Bldg.	Picked up packages from finance and delivered to appropriate offices	JJ
1/9/2018	Country Lakes Rec	Salted sidewalks	DG/HW
1/9/2018	Country Lakes Rec	Built a box and insulated the exposed kitchen drain pipe that runs outside the wall	DG/HW
1/9/2018	BMIA Bldg.	Cleaned, supplied baths, swept and mopped main floor	KM
1/9/2018	Municipal Bldg.	Cleaned, supplied baths, removed trash	KM
1/9/2018	Police	Cleaned, police car, cleaned baths, removed trash	KM

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1/9/2018	Public Works	Locked doors and gates	KM
1/9/2018	Senior Center	Removed trash and recycling	KM
1/9/2018	Sports Complex	Cleaned, supplied baths, removed trash, locked doors	KM
1/10/2018	Dominique Johnson Bldg.	Cleaned, supplied baths, kitchen, swept floor, removed trash	KM
1/10/2018	Municipal Bldg.	Cleaned, supplied baths, swept floors	KM
1/10/2018	Library	Cleaned, supplied baths, café, vacuumed employee entrance, removed trash	KM
1/10/2018	Police	Cleaned, supplied baths, removed trash, swept and mopped halls, interview rooms, lieutenant's hall, sergeant's hall, cleaned up urinal overflow	KM
1/10/2018	Buildings	Checked all entrances, salted when needed	JJ/JR
1/10/2018	Police	Fixed door closure by sergeant's office	JJ/JR
1/10/2018	202 Bluejay	Delivered recycling tote	JJ/JR
1/10/2018	Buildings	Checked all heaters	JJ/JR
1/10/2018	Police	Moved cell toilet for install	JJ/JR
1/10/2018	Municipal Bldg.	Moved file cabinet in police records	JJ/JR
1/10/2018	Municipal Bldg.	Checked sidewalks and salted where needed	JS
1/10/2018	Municipal Bldg.	Cleaned, supplied baths, mopped hallway floor, vacuumed finance and zoning office, removed trash, blew salt off the sidewalks in the afternoon	JS
1/10/2018	Public Works	Cleaned, supplied baths, swept and mopped all floors, removed trash and recycling	JS
1/10/2018	Public Works Garage	Cleaned, supplied baths, removed trash, dropped off recycling	JS
1/10/2018	Country Lakes Rec	Cleaned, supplied baths, swept and mopped, removed trash and recycling	JS
1/10/2018	UEZ	Clear all sidewalks in town and Mirror Lake dam	EB/JE/AN/KW/DW
1/10/2018	Country Lakes Firehouse	Clean pick ups, mason dump and remove plows	EB/JE/AN/KW/DW
1/10/2018	DPW Garage	Fixed garage door	KW/DW