

## Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
4/20/2017	Municipal Bldg.	Cleaned, supplied baths, admin, room 9, swept and wiped down tables and chairs in the courtroom, removed trash and recycling	JS/CG
4/20/2017	Police	Cleaned, supplied baths, holding cells, trash	JS/CG
4/20/2017	Nesbit Center	Cleaned, supplied baths, removed trash	JS/CG
4/20/2017	Sports Complex	Cleaned, supplied baths, cleaned parking lot and playground, removed trash	JS/CG
4/20/2017	DPW	Cleaned, supplied, removed trash and recycling	JS/CG
4/20/2017	Library	Cleaned, supplied baths, removed trash and recycling	JS/CG
4/20/2017	Country Lakes Rec	Cleaned, supplied baths, mopped front entrance and blew all debris from outside entrances, cleaned parking lot and around bldg., removed trash and recycling	JS/CG
4/20/2017	DPW	Dropped off recycling	JS/CG
4/20/2017	DPW	Removed all extinguishers from vehicles, marked and placed them inside DPW by garage	DH/JM
4/20/2017	390 Lakehurst Road	Cleaned up rusted paint cans, picked up white hose behind propane tank, removed pallets and signs in front of garage, removed trash can and diesel cans next to store, raked out tire ruts in front of garage, checked inside the store and garage and made sure all debris was removed	DH/JM/EB/DW
4/20/2017	DPW	Replaced fire extinguishers in vehicles	DH/JM
4/20/2017	First Aid Squad	Cut grass behind the building	DH/JM
4/20/2017	Presidential Lakes Park	Cut and weed whacked	JE/HW
4/20/2017	Mirror Lake Beach	Cut and weed whacked	JE/HW
4/20/2017	BMIA	Cut and weed whacked	JE/HW
4/20/2017	Sports Complex	Cut, painted lines, picked up brush	JE/HW
4/20/2017	Municipal Bldg.	Worked on mayor's office	EB/DW
4/20/2017	Municipal Bldg.	Fixed leak in girls' bathroom	EB/DW
4/20/2017	Buildings	Escort fire extinguisher tech	JR
4/21/2017	Bayberry Park	Met at new fishing dock and went over forms	JM/BM
4/21/2017	Site One	Picked up fertilizer and weed killer supplies	JM/BM
4/21/2017	Municipal Bldg.	Put water in pond	JM/BM
4/21/2017	Nesbit Center	Cleaned up graffiti	JM/BM
4/21/2017	IMK	Put pre emergent in beds	JM/BM
4/21/2017	Country Lakes Rec	Put pre emergent in beds	JM/BM
4/21/2017	Seniors	Picked up trash	JM/BM
4/21/2017	Country Lakes Rec	Picked up trash	JM/BM

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4/21/2017	Municipal Bldg.	Cleaned, supplied baths, picked up trash and recycling	JS/CG
4/21/2017	Police	Cleaned, supplied baths, holding cells, removed trash	JS/CG
4/21/2017	Nesbit Center	Cleaned, supplied bathrooms, removed trash	JS/CG
4/21/2017	Nesbit Center	Checked for needles at playground	JS/CG
4/21/2017	Dominique Johnson	Cleaned, supplied baths, swept floor, removed trash	JS/CG
4/21/2017	Sports Complex	Cleaned, supplied baths, checked playground and parking lot, removed trash	JS/CG
4/21/2017	DPW	Cleaned, supplied baths, removed trash, recycling, dropped off recycling	JS/CG
4/21/2017	BMIA	Checked	JS/CG
4/21/2017	Library	Cleaned, supplied baths, removed trash and recycling	JS/CG
4/21/2017	Country Lakes Rec	Cleaned, supplied baths, removed trash and recycling	JS/CG
4/21/2017	Country Lakes Rec	Helped set up tables	HW
4/21/2017	319 Hunter Blvd.	Delivered recycling tote	HW
4/21/2017	Sports Complex and American Legion	Striped the baseball fields	HW
4/21/2017	American Legion	Fixed third base	HW
4/21/2017	Nesbit Park and Jean Ammerman Park	Checked for needed repairs	HW
4/21/2017	DPW	Stacked tire trailer	EB/EDH/DW
4/21/2017	DPW	Trimmed side barn door	EB
4/21/2017	DPW	Installed door knob and deadbolt on side door of barn	JE/JR
4/21/2017	Municipal Bldg.	Removed dimmer switch in Mayor's office	JE/JR
4/21/2017	Municipal Bldg.	Worked on LED conversion	JE/JR
4/24/2017	Municipal Bldg.	Cleaned, supplied baths, removed trash	DH/JS
4/24/2017	Police	Cleaned, supplied baths, holding cells, removed trash	DH/JS
4/24/2017	Nesbit	Cleaned, supplied baths, mopped floors, removed trash	DH/JS
4/24/2017	Dominique Johnson	Cleaned, supplied baths, removed trash	DH/JS
4/24/2017	Sports Complex	Cleaned, supplied baths, checked parking lot and playground, removed trash	DH/JS
4/24/2017	DPW	Cleaned, supplied baths, removed trash and recycling	DH/JS
4/24/2017	BMIA	Cleaned, supplied baths, removed trash	DH/JS
4/24/2017	Library	Cleaned, supplied baths, checked parking lot, removed trash	DH/JS
4/24/2017	Country Lakes Rec	Cleaned, supplied baths, mopped kitchen and baths, removed trash	DH/JS
4/24/2017	Nesbit	Used tractor and pulled grass and weeds out of trail	JM/BM
4/24/2017	IMK	Turned on irrigation system	JM/BM

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4/24/2017	Municipal Bldg.	Put pre emergent in beds	JM/BM
4/24/2017	Nesbit Center	Sprayed grass and weeds on a small area of walking trail	JM/BM
4/24/2017	Trenton Road	Cut grass from Veterans Park to Little Red	JM/BM
4/24/2017	Senior Center	Removed trash	JM/BM
4/24/2017	BCC	Picked up business cards and took to assessor	JM/BM
4/24/2017	Finance	Delivered packages to appropriate offices	JM/BM
4/24/2017	Parks, Mirror Lake and bus stops	Emptied trash/recycling cans at Birmingham Ballfield, American Legion Ballfield, 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	HW/DG
4/24/2017	Rails to Trails	Cut grass	HW/DG
4/24/2017	Municipal Bldg.	Continued work in mayor's office	EB/DW
4/24/2017	Municipal Bldg.	Worked on LED change over in tax collector's office	JE/JR
4/25/2017	JC Market	Cut grass	HW/DW
4/25/2017	Country Lakes Rec	Cut grass	HW/DW
4/25/2017	Jean Ammerman Park	Cut grass	HW/DW
4/25/2017	Nesbit Park	Cut grass	HW/DW
4/25/2017	Municipal Bldg.	Continued work in mayor's office	EB
4/25/2017	DPW	Installed fence	BM/JM
4/25/2017	Virtua at Work	Took employee to Virtua at Work	BM
4/25/2017	Buildings	Escorted fire marshal around to township buildings to be inspected	JM
4/25/2017	Senior Center	Removed trash	BM
4/25/2017	Municipal Bldg.	Filled fish pond	JM
4/25/2017	Municipal Bldg.	Replaced ceiling tiles and clean-up in tax collector's office	JR/JM/BM
4/25/2017	Municipal Bldg.	Installed LED lights in tax collector's office	JR
4/25/2017	Municipal Bldg.	Cleaned, supplied baths, administration, room 9, removed trash and recycling	DH/JS
4/25/2017	Police	Cleaned, supplied baths, holding cells and removed trash	DH/JS
4/25/2017	Nesbit Center	Cleaned, supplied baths, swept floor, removed trash	DH/JS
4/25/2017	Dominique Johnson	Cleaned, supplied baths, swept floor, removed trash	DH/JS
4/25/2017	Sports Complex	Cleaned, supplied baths, check parking lot and playground, removed trash	DH/JS

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4/25/2017	DPW	Cleaned, supplied baths, removed trash and recycling, dropped off recycling	JS
4/25/2017	Library	Cleaned, supplied baths, removed trash	DH/JS
4/25/2017	Country Lakes Rec	Cleaned, supplied baths, mopped big floor, vacuumed, removed trash and recycling	DH/JS
4/26/2017	Municipal Bldg.	Cleaned, supplied baths, vacuumed detective's offices, removed trash	JS/DH
4/26/2017	Police	Cleaned, supplied baths, holding cell, locker room, removed trash	JS/DH
4/26/2017	Nesbit Center	Cleaned, supplied baths, swept floor, mopped floor, removed trash	JS/DH
4/26/2017	Dominique Johnson	Cleaned, supplied baths, swept floor, removed trash	JS/DH
4/26/2017	Sports Complex	Cleaned, supplied baths, checked parking lot and play ground for trash, removed trash	JS/DH
4/26/2017	DPW	Cleaned, supplied baths, swept office, removed trash and recycling	JS/DH
4/26/2017	Library	Cleaned, supplied baths, vacuumed children's area, front area and computer room, cleaned parking lot	JS/DH
4/26/2017	Country Lakes Rec	Cleaned, supplied baths, started to shampoo carpet, removed trash and recycling	JS/DH
4/26/2017	Buildings	Checked heaters @ Municipal, DPW, Water, Country Lakes Recreation Center, Police basement and locker rooms, Senior Center, Library, Nesbit, Dominique Johnson, BMIA, Sports Complex, the Nesbit concession building, Train Station and CERT Building	MM
4/26/2017	Library	Repaired faucet sensor	MM
4/26/2017	Library	Unclogged sink in men's bathroom	MM
4/26/2017	Dominique Johnson	Checked alarm	MM
4/26/2017	Senior Center	Fixed door	MM
4/26/2017	Buildings	Took Western Pest Tech to various buildings	JJ
4/26/2017	Municipal Bldg.	Worked in mayor's office	JJ
4/26/2017	DPW	Worked gate	DG
4/26/2017	DPW	Filled mechanics barrel with rags	DG
4/26/2017	Virtua at Work	Took employee to Virtua at Work	DG
4/26/2017	Municipal Bldg.	Worked on LED conversion	JR/JE
4/26/2017	Municipal Bldg.	Picked up Mulch at Leonberg's Nursey, started to landscape beds	BM
4/26/2017	IMK	Cut and weed whacked sod areas	BM
4/26/2017	Senior	Cut grass, removed trash	BM
4/26/2017	Municipal Bldg.	Continued work in mayor's office	EB/DW