

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
3/29/2018	Buildings	Worked on fire violations	JJ/DW
3/29/2018	Police Station	Repaired toilet leak	JJ/DW
3/29/2018	Municipal Bldg.	Picked up packages from Finance and delivered to the appropriate offices	JJ/DW
3/29/2018	Municipal Bldg.	Replaced faucet in ladies bathroom	JJ/DW
3/29/2018	Public Works	Continued DPW project painted door, made door for attic, installed door for attic	EB/JE/KW
3/29/2018	Sports Complex	Removed brush and cleaned up, installed capping on the C-field.	HW/CP
3/29/2018	Buildings, Parks 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	JM/DG
3/29/2018	Public Works	Took brine tank off of truck #6 and took truck to the car wash	JM/DG
3/29/2018	Sports Complex	Opened doors, Cleaned and supplied	JS/CG
3/29/2018	Municipal Bldg.	Cleaned, supplied baths, room 10 and court room, vacuumed fire, finance, tax assessor and tax collectors offices, removed trash and recycling	JS/CG
3/29/2018	Police	Cleaned, supplied baths and holding cells, removed trash	JS/CG
3/29/2018	Public Works Office	Cleaned, supplied baths, swept and mopped offices, removed trash and recycling	JS/CG
3/29/2018	Public Works Garage	Cleaned, supplied baths, removed trash	JS/CG
3/29/2018	Library	Cleaned, supplied baths, cleaned kids area tables, removed trash and recycling inside and out	JS/CG
3/29/2018	Country Lakes Rec	Cleaned, supplied baths, vacuumed, trash and recycling, dropped off recycling	JS/CG
3/29/2018	Senior Center, Library, BMIA, Country Lakes Rec, Nesbit Center, Train Station, Dominique Johnson Bldg.,	Checked all heaters, corrected fire violations	MM
3/29/2018	Municipal Bldg.	Cleaned, supplied baths, swept floors, removed trash	KM
3/29/2018	Nesbit Center	Cleaned, supplied baths, swept and mopped hallway and main room, cleaned glass doors, remove trash	KM

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
3/29/2018	Library	Cleaned, supplied baths, café, removed trash and recycling	KM
3/29/2018	Police	Cleaned, supplied baths, swept and mopped floors, halls, locker rooms, removed trash	KM
3/29/2018	Public Works	Locked doors and gates	KM
3/29/2018	Sports Complex	Cleaned, supplied baths, removed trash	KM
4/3/2018	Dominique Johnson Bldg.	Cleaned, supplied baths, swept floors, removed trash	KM
4/3/2018	Municipal Bldg.	Cleaned, supplied baths, swept floors, removed trash	KM
4/3/2018	Library	Cleaned, supplied baths, café, vacuumed meeting room, removed trash and recycling	KM
4/3/2018	Police	Cleaned, supplied baths, swept hallways, squad room, holding area, removed trash	KM
4/3/2018	Public Works	Locked doors and gates	KM
4/3/2018	Senior Center	Removed trash and recycling	KM
4/3/2018	Sports Complex	Cleaned, supplied baths, removed trash, locked doors	KM
4/3/2018	Nesbit Center	Cleaned, supplied baths, swept floors, removed trash	KM
4/3/2018	55C Ridge Road	Delivered Recycling Tote	JJ/DW
4/3/2018	Library	Opened doors for tax program	JJ/DW
4/3/2018	Buildings	Checked all heaters	JJ/DW
4/3/2018	Buildings	Picked up all trash	JJ/DW
4/3/2018	Public Works	Picked up plate	JJ/DW
4/3/2018	Public Works	Continued DPW project, painted floor and laid down board	KW/EB/JE
4/3/2018	Public Works	Continued DPW project electrical	JR/AN
4/3/2018	Sports Complex	Opened doors	JS
4/3/2018	Municipal Bldg.	Cleaned, supplied baths, administration, room 9, swept floors, removed trash and recycling	JS
4/3/2018	Police	Cleaned, supplied baths, removed trash	JS
4/3/2018	Public Works Office	Cleaned, supplied baths, removed trash and recycling	JS
4/3/2018	Public Works Garage	Cleaned, supplied baths, removed trash and recycling, dropped off recycling	JS
4/3/2018	Library	Cleaned, supplied baths, removed trash and recycling inside and out	JS
4/3/2018	Country Lakes Rec	Cleaned, supplied baths, removed trash and recycling	JS
4/4/2018	Buildings	Checked all heaters	JJ/DW
4/4/2018	Lowes	Picked up tables for Country Lakes Recreation and then took back because they were damaged	JJ/DW

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
4/4/2018	Public Works	Disconnected boiler line to continue demolition	JJ/DW
4/4/2018	West Side	Brush pick up	HW/CP
4/4/2018	Site One	Picked up fertilizer and weed killer	JM
4/4/2018	Municipal Bldg.	Worked on pond	JM
4/4/2018	North Lakeshore, Fern and Hydrangea	Picked up barricades	JM
4/4/2018	Public Works	Continued DPW Project	EB/AN/KW/JR
4/4/2018	Municipal Bldg.	Cleaned and supplied	JS
4/4/2018	Public Works Office	Answered phones	JS