

**Buildings and Grounds
Status Report
October 1, 2015 – October 7, 2015**

Buildings

- All trash has been picked up from all buildings
- Buildings are being cleaned daily
- HVAC checked daily in all buildings and filters changed as needed
- Grass cutting and weed whacking on a rotating basis
- Delivered packages to various offices from the Finance Office
- Completed stripping and waxing the Country Lakes Rec Bldg floor
- Transported 6 tables from the BMIA Bldg to the Senior Center
- Cleaned and organized the Mirror Lake Concession Bldg. Hung kayaks and canoes.
- Transported 1 table from Lester Street to the Nesbit Bldg.
- Transported 2 chairs from Lester Street to the Country Lakes Rec Bldg.
- Repaired bathroom door handle at the Country Lakes Rec Bldg
- Stored the lifeguard chairs in the enclosed area of the Country Lakes Rec Bldg
- Continued removing carpet, debris and fixtures from the Presidential Lakes Fire House
- Made a cover for the suppression system at the Senior Center
- Repaired a closet door at the Senior Center
- Set up tables for the sewing club at the Country Lakes Rec Bldg
- Repaired a kitchen shelf and locked windows at the Senior Center
- Installed pads on the bottom of chairs and tables at the BMIA Bldg
- Assisted fireman with plywood from the Mirror Lake Beach Bldg
- Installed soap dispensers at Nesbit and the Municipal Bldg
- Unclogged bathroom sink in the Municipal Bldg (between Inspections/Detectives)
- Worked on roof leak in the Detective's Office
- Repaired lights at the Library
- Replaced batteries for an exit light at the Nesbit Bldg
- Cleaned bugs out of lights at the Dominique Johnson Bldg
- Added a new LED light in the Salt Barn
- Started constructing an office in DPW for new supervisor
- Rough wired electric in new office in DPW
- Finished painting the tech room at the Library
- Escorted Tri State fire protection in the Municipal Building for annual sprinkler system test
- Started repairing employee sidewalks at the Municipal Building
- Fired up dpw heater. Dazell's is coming back out and adjust high low switch. Unit shuts off and won't fire back up.
- Removed bike racks from Sports Complex and installed lolly columns in their place to keep vehicles from entering the fields.

Parks

- Trash picked up from all parks/beaches on a rotating basis
- Grass cutting and weed whacking on a rotating basis
- Repainted the lolly columns at the Sports Complex
- Painted field lines at the Nesbit football field

- Finished installing blend at the parking area on North Lakeshore Drive

Miscellaneous

- Picked up and delivered lunches for the Senior Center
- Ensured all trash cans around Mirror Lake were secured for the upcoming storm
- Cut up and removed fallen tree on Mt. Misery Road
- Replaced a directional bulb in truck 101
- Picked up parts from Rodio Tractor
- Delivered a recycling tote to 12 Brenner and 19 Newcomb Drive
- Replaced a light switch at Well #1
- Picked up plumbing supplies from Groves
- Placed barricades and closed New Lisbon Road at Four Mile Road for MVA
- Opened country lakes dam on split rock halfway before storm
- Took water department's mason dump 65 to Fante's for estimate on painting of the tail gate
- Reached out to Fazzio's for the steel for the storage trailers. They said they will not go off of the engineered drawings and need a material list. Then they will quote and make up the steel I-beams and hardware.