

**Buildings and Grounds  
Status Report  
October 27, 2016 – November 2, 2016**

**Buildings**

- All trash picked up from all buildings.
- Buildings cleaned daily.
- HVAC checked daily in all buildings and filters changed as needed.
- Delivered packages to various offices from the Finance Office.
- Install large plaque in the records room.
- Pick up 1” schedule 40 90-degree elbows from True Value and take to Country Lakes Recreation.
- Pick up pumpkins from Roorhs Farm on Ridge Road and take them to the Country Lakes Firehouse for the Halloween event.
- Install new exterior light at the BMIA building.
- Repaired light in DPW.
- Took five tables from BMIA Bldg. to Country Lakes Recreation.
- Returned tables from Country Lakes Recreation to BMIA.
- Voting machine delivery.
- Fixed outlet at Library.
- Remove fire prevention banner from Municipal Building.
- Secured back door and the side door at Presidential Lakes Firehouse.
- Ice machine repaired at Senior Center
- Met with county health inspector at Nesbit concession building
- Me with Comcast twice for cable installation at the Nesbit community center. Still not installed yet.

**Parks**

- Trash picked up from all parks/beaches on a rotating basis.
- Grass cutting and weed whacking at all parks on a rotating basis.
- Removed sidewalk from Jean Ammerman Park.
- Bayberry Park project.
- Picked up four pallets of concrete mix for Bayberry Park.
- Install playground equipment at Bayberry Park.

**Miscellaneous**

- Delivered recycling totes.
- Set up Halloween decorations.
- Replaced a burnt out light on one of the light towers.
- Brought two light towers to the Country Lakes Firehouse.
- Break down Halloween items from Country Lakes Firehouse.

- Four trips to Burlington County Household Hazardous Waste to dispose of material collected at clean-up/drop off.
- Boarded up house on 314 Cheyenne trail from house fire on Mischief night
- Called police for stolen ac roof top coil units and copper which was taken from the inside of the pl firehouse. Resecured building again.