

**Buildings and Grounds  
Status Report  
February 18, 2016 – February 24, 2016**

**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
- Delivered packages to various offices from the Finance Office
- Opened the Library for AARP taxes
- Picked up brush at the Train Station
- Continued painting at the Country Lakes Rec Bldg
- Completed painting the floors and walls at the Sports Complex Concession Bldg
- Started painting the floors at the Nesbit Concession Bldg
- Pulled five boxes out of the storage conex for the Inspections Office
- Replaced a broken post on the eave of the salt barn in DPW
- Hung Water Quality Reports in buildings.
- Continued working on fire violations for Senior Ctr., Dominique Johnson and Nesbit
- Installed a bulletin board at the Dominique Johnson Building
- Bluffed floors at Dominique Johnson and Nesbit
- Delivered 86 tanks to the Fire Department
- Installed (2) LED lights in Detective's outside stairwell
- Repaired lights and emergency light at the Nesbit Bldg
- Relocated emergency light in the Senior Center Bldg
- Removed toilet seat cover from wall at the Presidential Lakes Fire House for the Municipal men's bathroom.
- Installed new door hinges at the Dominique Johnson Building on interior double doors
- Checked roof/ceiling leaks in the Police Dept and Code Enforcement Office
- Continued installing underground conduit from Municipal building to dpw
- Removed balloons from the ceiling at the Bmia building
- Repaired trash bin at the Bmia building
- Working on fire violations at the Senior Center, Dominique Johnson Building and the Nesbit Center

**Parks**

- Trash picked up from all parks/beaches on a rotating basis
- Installed frame, table top and benches at Presidential Lakes Park
- Prepped trash and recycling cans for installation at Country Lakes Park and Presidential Lakes Park. Installed mounting posts.
- Picked up brush at Birmingham Ball Field
- Secured cans around the Nesbit Football Field and emptied them

**Miscellaneous**

- Picked up a broken recycling tote from 816 Pemberton Browns Mills and replaced it
- Delivered a recycling tote to 11 Berkshire and 5 Oak Avenue

- Removed batteries from Gravelys, Hustlers and John Deere zero turn mowers. Put on charge for winter
- Added items to the auction trailer
- Made a delivery to the Burlington County Treasury Department in Mt. Holly
- Picked up lunches for the Senior Center
- Retrieved boxes from storage trailer for Inspections Office
- Picked up lights from Griffith Electric
- Picked up mail trays and sleeves from the post office for Administration