

**Buildings and Grounds
Status Report
March 17, 2016 – March 23, 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
- Re-hung a timeclock in DPW Building
- Purchased and hung window blinds in the Court Office
- Removed boards from the Presidential Lakes Beach Building. Checked plumbing.
- Installed 5 LED recessed lights and relocated a switch in the Country Lakes Rec Building
- Relocated 20 storage boxes from the Inspections Office to the storage trailer
- Finished painting Nesbit concession floor. Still have to put sealer down and finish the bathroom floors. Removed boards from the windows for the startup of spring football
- Escorted Fire Inspector through DPW and the Municipal Building
- Repaired door closure at the Nesbit Building
- Re-attached rubber baseboard at the Dominique Johnson Building
- Replaced bulbs in the Police Dept
- Completed installing lights in the Country Lakes Rec Building office
- Spackled ceiling holes in the Country Lakes Rec Building
- Completed Fire Inspection violation list at Browns Mills Fire House for the Fire Chief
- Purchased two padlocks for the Police Dept.
- Picked up parts for window/screen repairs at the Municipal Building
- Turned off the water at the Presidential Lakes Beach Building and boarded the building backup
- Sealed crack in the Library floor where water was coming in the building and repaired sheetrock
- Checked all building sidewalks for icy conditions in the morning
- Checked heating unit the Police Chief's office
- Continued working on fire violations in the Municipal Building
- Removed a fan from the Country Lakes Rec Building kitchen
- Removed the posts from the sidewalk area at the Library and filled in the holes
- Installed 7 LED lights in the Police Department and painted ceiling per their inspection
- Repaired 3 emergency lights in the Municipal Building
- Replacing stained and faded ceiling tiles in the Detectives Office
- Escorted exterminator to township buildings for monthly maintenance
- Repaired door closure at side exit of the Dominique Johnson Building
- Repaired light in men's bathroom in DPW Building
- Disconnected power from storage records containers Both containers are emptied and scheduled to be removed next week.
- Repaired a shelf at the Country Lakes Rec Building
- Repaired light at the Nesbit Concession Building and the Water Garage
- Replaced two lights at the Senior Center

- Removed boxes from the storage trailer for the Municipal Clerk and transported boxes to the storage trailer for Police Records

Parks

- Trash picked up from all parks/beaches on a rotating basis. Using two separate trucks with a single employee in each truck.
- Getting B-Field ready at the Sports Complex. Removed the large hump from the infield to the outfield. Will replant the grass in the fall
- Set up trash cans around the Nesbit Football Field
- Repaired and painted benches at Orion park in pl
- Replaced fence rail at Nesbit Park
- Installed new padlock on the gate at the West End Park due to a fire that burned around 50 yards of the ditch in the back. Burnt area is from the orange fence we have towards the old concrete bridge in the corner towards Oak Pines. (small fire)
- Replaced the light timer at the Presidential Lakes Park. Reset timer for Easter egg hunt.
- Continued cleaning up parks removing brush and leaves from the winter

Miscellaneous

- Removed the heater and hot water heater from 31 Bank Street. Heater transported to the auction trailer.
- Set up fencing and emptied the second floor at 50 Juliustown Road. Prepping for second floor demolition by hand.
- Started removing the first floor ceiling and debris and put in dumpster at 50 Juliustown Road.
- Built a railing on the roof at 50 Juliustown Road and started demo on second floor
- Attached plows to trucks for anticipated snow fall on March 20, 2016
- Removed brine tank from truck #6
- Removed plows from trucks
- Delivered a recycling tote to 401 North Lakeshore Drive, 403 S. Brynwood and 121 Lemmon Ave.
- Picked up soccer nets from the High School, Aspen Hills, Denbo and Newcomb schools and relocated them to the Mirror Lake Concession Building
- Covered gaps in the gates of the Police Impound Lot
- Patched a pot hole at Cherokee and Seneca