

**Buildings and Grounds  
Status Report  
April 14, 2016 – April 20, 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
- Mulched the BMIA Building
- Replaced one ceiling light in Police Department outside of men's room
- Replaced electrical panel and rewired entire dpw pole barn. Also installed new outlet and plug for the hot patch machine
- Escorted Fire Inspector to the BMIA and Country Lakes Rec Building
- Hung a plaque in Administration
- Assisted Animal Control in removing a cat from the Library
- Repaired door on the salt barn in DPW
- Cleaned out all beds, raked and picked up leaves and mulched at the Senior Center, Country Lakes Rec Building and the Library
- Re-lettered the recreation window at the Nesbit Building
- Started cleaning condenser units in all buildings
- Installed State Fire Inspection certificates in buildings
- Repaired a door at the Nesbit Building
- Replaced a ceiling light in the Police Department
- Escorted exterminator at all township buildings for monthly maintenance
- Replaced a ceiling tile in the Police Department
- Repaired walkway board at rear exterior of the Library
- Escorted Cintas to the Nesbit and Bmia building for stove fire suppression systems
- Finished weeding the beds and mulching at the little Red School house
- Called Dazell's and gave them the model and serial number of the cracked heat exchanger at the Nesbit building to check on warranty. Waiting for his response

**Parks**

- Trash picked up from all parks/beaches on a rotating basis. Using two separate trucks with a single employee in each truck.
- Grass cutting at all parks on a rotating basis
- Striped the Nesbit Football Field
- Dropped 12 dead trees in the wooded area at Bayberry park. Cut hem into small pieces to remove with equipment.
- Started removing trash and debris at Bayberry Park in preparation of playground build
- Removed fallen piece of fence behind Mirror Lake Concession Bldg

- Met with Brook from the state forestry to show her tree that needs to be removed at Bayberry park that is hanging over the primary lines. She said she would have a crew out sometime next week to take the tree down.

## **Miscellaneous**

- Finished egg addling at Mirror Lake, Country Lakes and Presidential Lakes.
- Delivered recycling totes to 350 Salvia, 504 California, 205 Iriquois and 319 Rhode Island
- Removed aluminum siding from 34 Juliustown Road. Removed paper from under siding.
- Ordered materials needed from Lowes for Meditation Room in the Municipal Building
- Secured door at # 3 Iowa Terrance per code enforcement
- **NESBIT FOOTBALL FIELD UPDATE**

Met with Jr said he would not be able to do the field but could lend us a seeder. Jade sod farm does not plant for other entities but would gladly sell us sod. Dave from Brookrest sod is unable to do it because of man power. Pj from Brookrest sod farm is interested and was supposed to meet up the last few days but has not showed up and I haven't been able to reach him. Tuckahoe turf out of Hammonton forwarded email to their owners and I have yet had a response. Mike landscaping design from Southampton will meet me April 3<sup>rd</sup> but advised this is not the time of year to put seed down because the weeds will take over. Wants to sell us sod at a dollar a foot plus prevailing wage for his crew. Tom from Affordable site management is supposed to call and set up a meeting on site today. Most of the people that have responded said we should plant in the fall. I would like to start setting up the fence and leave one end open for equipment to prep and seed.