

**Buildings and Grounds
Status Report
May 19, 2016 – May 25, 2016**

Buildings

- All trash has been picked up from all buildings
- Buildings are being cleaned daily. In the process of striping and waxing the Dominique Johnson floor.
- HVAC checked daily in all buildings and filters changed as needed
- Delivered packages to various offices from the Finance Office
- Repaired a men's room toilet at the Senior Center
- Worked on the electrical boxes at previous storage trailer location at the Municipal Bldg
- Repaired lights in the Municipal Building basement
- Repaired the side door at the Nesbit Bldg
- Installed boards in cabinets in the Tax Collector's Office
- Replaced toilet paper dispenser in the men's room at the Sports Complex
- Installed a fountain the meditation room in the Municipal Bldg
- Repaired lights at the BMIA and in the basement of the Municipal Bldg
- Turned on the sprinkler systems at the Municipal Bldg and the Country Lakes Rec Bldg
- Escorted Epic systems to the Seniors, Dj and Nesbit for annual fire alarm inspections
- Escorted Western pest service around to the township building for monthly pest inspections

Parks

- Trash picked up from all parks/beaches on a rotating basis.
- Grass cutting and weed whacking at all parks on a rotating basis
- Hung the Memorial Day Parade banner at Reflections Park
- Hung the Field Hockey banner at the Municipal Building
- Removed fence posts, fencing and hardware from Bayberry Park. Have to remove concrete from poles that were around hockey rink. Dropped all fencing and some poles off at Lester street for future use
- Painted lines on the football field at Nesbit
- Painted lines on the baseball fields at the American Legion Park and the Birmingham Ball Field
- Repaired lights at Veterans Memorial Park
- Repaired park benches at Veterans Memorial Park
- Transported platforms to the Veterans Memorial Park
- Removed wire from the grates and covered with river rock at IMK
- Completed installing sidewalk and handicap ramp forms at Veterans Memorial Park
- Hung flags at Veterans Memorial Park
- Checked all outlets at the Veterans Memorial Park

- Transported and locked one lifeguard chair to the Mirror Lake Beach and the Presidential Lakes Beach
- Loaded up pick-up truck at the end of the day with wheel barrels, concrete tools and expansion joint in preparation for concrete delivery
- Cleaned off the monument at the Veterans Memorial Park
- Set up frames for bunts at the Veterans Memorial Park

Miscellaneous

- Transported the jack hammer to Fort Dix Road for the Water Division
- Picked up orders from Lowes, Grainger and Laurel Lawnmower
- Picked up mail trays from the post office for Administration
- Picked up flags from Acme Lingo
- Installed flags along the Memorial Day Parade route
- Assisted Arctic Air at Well#13 replacing A/C unit
- Changed four street lights to LED lights
- Serviced zero turn mowers – changed blades and oil
- Hung the Fishing Derby sign at the entrance to Country Lakes
- Received second quote for Nesbit field (see attached)