

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
6/22/2017	BMIA Bldg.	Cleaned, supplied baths, swept, mopped and cleaned kitchen, removed trash	KM
6/22/2017	Municipal Bldg.	Cleaned, supplied baths, Swept and mopped floors, removed trash	KM
6/22/2017	Nesbit Center	Cleaned, supplied baths, swept floors, mopped main room and lobby, removed trash	KM
6/22/2017	Library	Cleaned, supplied baths, removed trash	KM
6/22/2017	Police	Cleaned, supplied baths, removed trash	KM
6/22/2017	Public Works	Locked doors and gates	KM
6/22/2017	Senior Center	Removed trash and recycling	KM
6/22/2017	Dominique Johnson	Cleaned, supplied baths, swept and mopped kitchen, removed trash	KM
6/22/2017	Public Works	Delivered recycling tote	DW
6/22/2017	124 Trenton Road	Delivered recycling tote	DW
6/22/2017	417 Louisiana Trail	Delivered recycling tote	DW
6/22/2017	210 California Trail	Delivered recycling tote	DW
6/22/2017	1200 East Lakeshore Drive	Delivered recycling tote	DW
6/22/2017	Browns Mills Firehouse	Cut grass	EB/DG/HW/DW
6/22/2017	Bus Stops & Township Signs	Cut grass at Magnolia Road, Four Mile Road, Birmingham-Army's Mount Rd., North Pemberton Rd., Birmingham Rd., Pointville Rd., Juliustown Rd., Pemberton Browns Mills Rd., Rt. 530 and Rt. 70	EB/DG/HW/DW
6/22/2017	Public Works	Greased three John Deere mowers	EB/DG/HW/DW
6/22/2017	Nesbit Center	Cut grass	EB/DG/HW/DW
6/22/2017	Municipal Bldg.	Cleaned, supplied baths, cleaned and swept Room 10 and courtroom, dusted in administration, vacuumed police records and animal control offices, removed trash and recycling	JS/CG
6/22/2017	Police	Cleaned, supplied baths, holding cells, removed trash	JS/CG
6/22/2017	Sports Complex	Cleaned, supplied baths, removed trash, picked up trash in parking lot and playground areas	JS/CG
6/22/2017	Public Works	Cleaned, supplied baths, mopped bathrooms, removed trash and recycling, dropped off recycling	JS/CG
6/22/2017	Library	Cleaned, supplied baths, mopped front entrance, removed trash and recycling, picked up trash in parking lot	JS/CG
6/22/2017	Country Lakes Rec	Cleaned, supplied baths, mopped floors, removed trash and recycling	JS/CG

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
6/22/2017	Concession Bldg.	Picked up supplies for summer recreation, transported and unloaded at Stackhouse School	JM/BM/JJ/MM
6/22/2017	Senior Center	Picked up lunches for Seniors	JM/BM
6/22/2017	Mirror Lake Dam	Weed whacked	JM/BM
6/22/2017	Browns Mills Firehouse	Blew off sidewalk	JM/BM
6/22/2017	Municipal Bldg.	Replaced stained ceiling tiles	MM/JJ
6/22/2017	Municipal Bldg.	Checked water leak in boiler room	MM/JJ
6/22/2017	42 Juliustown Road	Continued demolition	JR/DH
6/23/2017	Municipal Bldg.	Cleaned, supplied baths, vacuumed all offices, wiped down all trims, doors, walls, desk in administration, mopped floors in the courtroom, removed trash	JS/CG
6/23/2017	Police	Cleaned, supplied baths, holding cells, removed trash	JS/CG
6/23/2017	Sports Complex	Cleaned, supplied baths, removed trash, picked up trash in parking lot and playground areas	JS/CG
6/23/2017	Public Works	Cleaned, supplied baths, removed trash and recycling, dropped off recycling	JS/CG
6/23/2017	Library	Cleaned supplied baths, vacuumed, front entrance, front lobby, computer room, teen room, all of the offices, wiped down all tables, removed trash and recycling	JS/CG
6/23/2017	Country Lakes Rec	Cleaned, supplied baths, removed trash and recycling	JS/CG
6/23/2017	Buildings	HVAC service at Dominique Johnson, Nesbit Center, Municipal Bldg., Country Lakes Recreation, BMIA, Library, Senior Center, Library	MM
6/23/2017	Senior Center	Pick up lunches	MM
6/23/2017	BMIA Bldg.	Cleaned, supplied baths, stocked supply closet	KM
6/23/2017	Municipal Bldg.	Cleaned, supplied baths, swept floors, removed trash	KM
6/23/2017	Nesbit Center	Cleaned, supplied baths, swept floors, removed trash	KM
6/23/2017	Library	Cleaned, supplied baths, café floor, tables and chairs, door, removed trash and recycling	KM
6/23/2017	Police	Cleaned, supplied baths, removed trash	KM
6/23/2017	Public Works	Locked doors and gates	KM
6/23/2017	Senior Center	Removed trash and recycling	KM
6/23/2017	Dominique Johnson	Cleaned, supplied baths, removed trash	KM

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
6/23/2017	Parks, Mirror Lake and bus stops	Emptied trash/recycling cans at Birmingham Ballfield, American Legion Ballfield, Rottau Park, Lake Pemberton, Nesbit Park, West End Park, Presidential Lakes Park by Firehouse and Presidential Lakes Beach Building, Country Lakes Park on Tensaw Drive, Jean Ammerman Park, Pole Bridge Park, Mirror Lake Park/Basketball Court, Imagination Kingdom, Bayberry Park and Reflections Park. Mirror Lake - around North Lakeshore Drive and South Lakeshore Drive. Bus stops - two on Trenton Road, two in Country Lakes and two on Pemberton Browns Mills Road	DW/DH
6/23/2017	Mirror Lake Park/Beach	Weed whacked fence line	JM/JJ
6/23/2017	Country Lakes Beach	Cut grass	JM/JJ
6/23/2017	PBM Road	Cut grass	JM/JJ
6/23/2017	Peace Garden	Cut grass	JM/JJ
6/23/2017	Clubhouse Triangle	Cut grass	JM/JJ
6/23/2017	Market Street	Cut grass behind First Aid Squad	JM/JJ
6/23/2017	DPW	Cleaned up yard	EB
6/26/2017	Dominique Johnson	Cleaned, supplied baths, removed trash	KM
6/26/2017	Municipal Bldg.	Cleaned, supplied baths, swept floors, wiped window sills, removed trash inside and out	KM
6/26/2017	Nesbit Center	Cleaned, supplied baths, swept floors, removed trash	KM
6/26/2017	Police	Cleaned, supplied baths, removed trash	KM
6/26/2017	DPW	Locked doors and gates	KM
6/26/2017	IMK/Sports Complex	Cleaned, supplied, removed trash and recycling	KM
6/26/2017	Municipal Bldg.	Cleaned, supplied baths, stripped hallway by kitchen and applied 1 coat of sealer, removed trash	JS
6/26/2017	Police	Cleaned, supplied baths, holding cells, removed trash and recycling	JS
6/26/2017	DPW	Cleaned, supplied baths, removed trash and recycling	JS
6/26/2017	Sports Complex	Cleaned, supplied baths, removed trash	JS
6/26/2017	Library	Cleaned supplied baths, removed trash	JS
6/26/2017	Country Lakes Rec	Cleaned, supplied baths, removed trash	JS

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
6/26/2017	Country Lakes, Reflections, Municipal Bldg., Rt. 70, Presidential Lakes, Mirror Lake Beach and Mirror Lake Concession Bldg.	Hung banners for recreation	JJ/JM
6/26/2017	BMIA Bldg.	Fixed air conditioning	JJ/JM
6/26/2017	Library	Checked air conditioning	JJ/JM
6/26/2017	Veteran's Park	Picked up brush	JJ/JM
6/26/2017	Public Works	Cleaned up yard from drop off	EB/DG
6/26/2017	Public Works	Cleaned out paint and battery trailer and took batteries to Allied	EB/DG
6/26/2017	Parks, Mirror Lake and bus stops	Emptied trash/recycling cans at Birmingham Ballfield, American Legion Ballfield, Rottau Park, Lake Pemberton, Nesbit Park, West End Park, Presidential Lakes Park by Firehouse and Presidential Lakes Beach Building, Country Lakes Park on Tensaw Drive, Jean Ammerman Park, Pole Bridge Park, Mirror Lake Park/Basketball Court, Imagination Kingdom, Bayberry Park and Reflections Park. Mirror Lake - around North Lakeshore Drive and South Lakeshore Drive. Bus stops - two on Trenton Road, two in Country Lakes and two on Pemberton Browns Mills Road	DH/DW
6/26/2017	42 Juliustown Road	Continued demolition	JE/JR
6/26/2017	Code enforcement properties	Cut grass, weed whacked, removed trash and debris from the following properties: 55 Magnolia Road, 225 Pemberton Browns Mills Road, 150 Auburn Avenue, 25 Larkspur, 43 Tensaw and 451 Cornell Avenue	RE/JE/SH/JW/DW
6/27/2017	Municipal Bldg.	Cleaned, supplied baths, stripped floor by Fire and Tax Assessor's office, removed trash	KM
6/27/2017	Police	Cleaned, supplied baths, removed trash	KM
6/27/2017	Public Works	Locked doors and gates	KM
6/27/2017	Senior Center	Removed trash and recycling	KM
6/27/2017	Sports Complex	Cleaned, supplied baths, removed trash	KM
6/27/2017	Municipal Bldg.	Cut grass	JM/DH
6/27/2017	Impound Lot	Cut grass	JM/DH
6/27/2017	Mirror Lake	Removed fence at parking lot	JM/DH
6/27/2017	Mirror Lake	Cut tree that fell on bridge by the dock	JM/DH
6/27/2017	Diamond M	Ordered fence	JM/DH

Buildings Grounds Weekly Status Report

Date	Location	Work Performed	Completed By
6/27/2017	Municipal Bldg.	Used floor machines to scrub the terrazzo floor, started stripping and waxing rest of floors	JS/DW
6/27/2017	Nesbit Center	Cut grass	EB/HW
6/27/2017	Library	Worked on the air conditioning	JJ/MM
6/27/2017	333 Yale Road	Delivered recycling tote	JJ/MM
6/27/2017	Nesbit Center	Checked out refrigerator	JJ/MM
6/27/2017	Lifeguard Bldg.	Took board from Recreation and hung up in lifeguard building	JJ/MM
6/28/2017	Municipal Bldg.	Cleaned, supplied baths, waxed floor, removed trash	KM
6/28/2017	Police	Cleaned, supplied baths, waxed floor, removed trash	KM
6/28/2017	DPW	Locked doors and gates	KM
6/28/2017	Senior Center	Removed trash and recycling	KM
6/28/2017	Municipal Bldg.	Cut and weed whacked	JM/DH
6/28/2017	Pepe's Island	Weed whacked	JM/DH
6/28/2017	Juliustown Road	Weed whacked the curb lines	JM/DH
6/28/2017	Public Works	Took a wheelbarrow and four shovels and put in Mirror Lake Concession Bldg.	JM/DH
6/28/2017	Municipal Bldg.	Fixed lens on pole light in parking lot	JM/DH
6/28/2017	42 Juliustown	Continued demolition	DH
6/28/2017	Municipal Bldg.	Continued stripping and waxing floors	DW
6/28/2017	Pemberton Browns Mills Rd.	Repaired the flag across from Beneficial Bank and checked all other flags on street lights and repaired or replaced as needed	JJ/MM
6/28/2017	Bayberry Dock	Installed no swimming/diving signs	JJ/MM
6/28/2017	BMIA Bldg.	Repaired the broken fence	JJ/MM
6/28/2017	Stackhouse School	Hooked up the air conditioning units	JJ/MM