



## **Bound Brook Borough Department of Public Works**

### **Monthly Report**

**September 2016**

#### **Grass Cutting/Leaves:**

- All properties were cut throughout the month. This includes all Borough properties as well as the High school and Smalley school

#### **Street Sweeping 1<sup>st</sup> full working week of each month:**

- Main St 1 time
- Area #1 6 yards
- Area #2 6yards
- Area #3 6 yards
- Area #4 7yards
- Main St swept Mondays if we have driver & weather permits
- Total 19 yards

#### **Metal Picked Up Town & Schools:**

- Total lbs 3,500.00
- Total price \$96.25

#### **Brush/ Yard Pick Up (monthly):**

- North side 30 yards
- South side 20 yards

#### **Sewer Jobs:**

- 247 West Union Ave
- 124 Cherry Ave
- 213 Talmage Ave
- Checked sewer list 3 times this month

## **Blacktop/ Potholes**

- Whole town
- Total material 8 tons

## **Trees Trimmed or removed:**

- Removed
  - 546 Watchung Rd 2 trees
  - 633 Watchung Rd
  - 200 Piedmont Dr
  - 614 Watchung Rd
  - 598 Watchung Rd
  - East Main St on island
  - 6 small trees on Tea St
- Trimmed
  - 645 Hanken Rd
  - 642 Hanken Rd
  - 622 Hanken Rd
  - 612 Hayward St
  - Washington & Union Ave

## **Stumps:**

- 25 West High St
- 432 West Maple Ave
- 111 Wahnetah Dr
- Dumped
  - Logs 40 yards
  - Woodchip 18 yards

## **Facilities and Services:**

- Hung Fire extinguisher at Library
- Picked up boxes from Borough Hall back to DPW storage room
- Removed broken folding wall at Library
- Picked up benches at Codrington Park and stored in trailer at DPW
- Cut plywood and blocked A/C hole at Borough Hall
- Installed new roof on gray shed at Borough Hall

- Installed new water hose valve in BBPD jail closet
- Bolted down chair for BBPD
- Removed records out of Borough Hall shed
- Put together table for library
- Cleaned out shed at Bough Hall

### **Foreman:**

- Daily attendance
- Daily time keeping
- Assigned daily jobs
- Daily paper work
- Daily trip to Borough Hall
- Pick up pay checks
- Meeting with administrator
- Met with Ray about River Fest
- Meeting at Borough Hall with administrator and CFO
- Assisted crews on jobs
- Checked on citizen complaints
- Picked up supplies
- Picked up new street signs at Somerset County

### **General Work:**

- Picked up branches hit by truck on Meadow Dr
- Picked up large branch on Church St
- Picked up large branch off car on Highland Pl
- Picked up and dropped off sod cutter at home depot for REC dept
- Picked up barricades at Codrington Park
- Checked brooks on Watchung Rd for large branches blocking water
- Cleaned catch basins grates
- Picked up 4 light towers
- Replaced faded street signs
- Painted cross walks around schools
- Put up fire dept banner on Union Ave
- Moved stone dust from Codrington Park to Tea St ball fields
- Lowered and raised flags, replaced Hamilton St side at Borough Hall
- Dropped off and picked up truck #6 for sweeper and dumped at South County
- Installed dedication plate at Rotary Park

- Picked up mattress at Tea St Park
- Picked up branches at Codrington Park
- Dumped garbage truck #3
- Emptied garbage cans for PD at train station after bombing in New York
- Picked up trash at Codrington Park
- Repaired parking meters on Main, Hamilton, and East Second St
- Put up stop sign on Carleton St
- Picked up mattress on Vosseller Ave & West Main St
- Put together flag pole for Union Ave
- Dropped off barricade for block party and Fire dept inspection

### **Equipment Maintenance and Repairs:**

- Worked on stump grinder, replaced 10 broken teeth and repaired fuel pump
- Replaced ignition switch on truck #4
- Replaced wiper blades on parking enforcement car
- Started fire dept & rescue squad 5 ton trucks
- Replaced spot light bulbs on PD car #2
- Installed flash light in code enforced Ford Explorer
- Replaced exhaust in code enforcers Ford Explorer and serviced
- Weekly eye wash station flush
- Monthly fire extinguisher inspection
- Monthly check and testing of generator at Borough Hall and recorded hours for State of NJ
- Mechanic also helps with all DPW jobs and picks up all his parts and cleans his shop
- This month we had to use the mechanic to help with DPW jobs more than normal

**Total Hours: 827**

**Total Man Hours: 1530**

**Respectfully submitted**

**Foreman**

**Vince Orofino**

**Bound Brook DPW Man Hours September 2016**

<b>September</b>	<b>Man Hours</b>	<b>Total Time</b>	<b>Additional Info</b>
<b>Brush/ Yard Debris</b>	144	38	
<b>Grass</b>	122	34	
<b>Sweeping</b>	34	34	
<b>Trees</b>	163	42	
<b>General</b>	302	126	
<b>Metal Pickup</b>	12	6	
<b>Foreman</b>	40	40	
<b>Sewer Jobs</b>	26	16	
<b>Mechanic Service</b>	72	53	
<b>Potholes</b>	6	32	
<b>Facilities</b>	167	73	
<b>Sick time out</b>	48	48	
<b>Vacation time out</b>	112	112	
<b>Personal days</b>	0	0	
<b>Floating holiday</b>	16	16	
<b>Special Events</b>	44	11	<b>River Fest</b>
<b>Safety Class</b>	18	2	
<b>Family Death</b>	0	0	
<b>Workman's comp</b>	144	144	
<b>Totals</b>	1530	827	