



## Bound Brook Borough Department of Public Works

### Monthly Report

April 2015

#### Grass Cutting:

- All 20 properties were cut throughout the month  
This includes all Borough properties as well as the schools

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

This month it took two weeks

- Main st 4 times 9 yards
- Area #1 = 30 yards
- Area #2 = 27 yards
- Area #3 = 24 yards
- Area #4 = 36 yards
- Total yards collected for April was 126 yards
- Main st swept on Mondays if we have driver & weather permits

#### Metal Picked Up Town & Schools:

- Total lbs 1640
- Total price \$86.10

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

- North side = 30 yards
- South side 25 yards

#### Sewer Jobs:

- No sewer jobs
- Checked sewer list

## **Blacktop/ Potholes**

- Whole town
- Total material 22.11 tons

## **Trees Trimmed or removed:**

- Finished removing tree on watching island
- Trimmed tree at 665 Crescent drive

## **Facilities and Services:**

- Put inspection papers up at library boiler room
- Unclogged toilet at library two times this month
- Hung up file holder in tax office
- Removed old refrigerator at Borough Hall
- Picked up and installed used refrigerator at Borough Hall
- Picked up and dumped old doors at Borough Hall
- Picked up bikes and cardboard at BBPD  
unclogged urinal at BBPD locker room
- Picked up boxes at Borough Hall and returned to DPW records room
- Removed hedges at Borough Hall
- Put together and start Fountain on Main st
- Removed hanging branch at Codrington Park

## **Foreman:**

- Daily attendance
- Daily time keeping
- Assigned daily jobs
- Daily paper work
- Daily trip to Borough Hall
- Pick up pay checks
- Assisted crews on jobs
- Checked on citizen complaints
- Checked train station am
- Picked up supplies
- Find and drop off boxes for Borough Hall

- Checked all grass for cutting
- Picked up flowers for monument on Union and Vosseller Ave
- Called stump mark outs for stump grinding
- Put together fire dept banner
- Checked Billian park for benches

### **General Work:**

- Picked up couch on Talmage Ave
- Installed meter pole and meter on Mountain ave
- Put up fire dept banner
- Leveled dirt at Borough Hall
- Dropped off gas & diesel at Codrington Park
- Safety class at Borough Hall
- Installed new sign & pole on pine and Vosseller ave
- Fixed 2 parking meters on Main st and East second st
- Picked up extra dirt on East st from tree planting
- Dumped truck for sweeper at South County (126 yards)
- Raised and lowered flags
- Picked up garbage in ally, 3 wood pallets
- Picked up and leveled stone at Billian Park
- Packed dirt at tree at Bolmer Island
- Picked up traffic barrels on East st and moved to school house & farm lane catch basin
- Put flags together for Battle of Bound Brook
- dropped off barricades for Battle of Bound Brook
- dropped off traffic barrier on Second st sink hole
- installed new pole & sign on Talmage and Columbus
- installed sign on Livingston st & Union ave
- replaced flags at old grave yard
- cleaned old grave yard and stone bridge for Battle of Bound Brook
- dropped off traffic barrel at Drake and Linden catch basin
- picked up dead animal in Farm & watching rd
- switched banners on Main st from red to blue
- started to clean Borough catch basins, 64 basins cleaned and inspected in the month of April

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

- worked on street sweeper, adjusted all chains, conveyor, greased and checked all fluids
- fixed tailgate on truck #22

- removed salt spreader and plow off truck #6
- power washed salt spreader oiled and greased
- power washed truck #6 and installed tailgate
- fixed tailgate on 18ft lawn trailer
- fixed wires on sweeper safety switch
- removed bagger on Exmark lawn tractor
- serviced 2 grounds masters and Exmark tractor
- jump started BBPD car #1
- start and moved 2, 5 ton trucks for fire dept
- repaired pressure washer hose
- fixed conveyer on sweeper
- installed new seat on old grounds master
- serviced all weed whackers and blowers
- sharpened all blades and installed on mowers
- worked on lawn edger serviced and adjusted belts
- fixed flat tire on BBPD car #1
- changed all filters and oil on sweeper and replaced side broom
- installed new heater valve and safety switch on sweeper
- checked all 6 light towers for BB fire dept
- installed new inverted V in large salt spreader
- removed gas from snow blowers and added V.P. fuel for summer storage
- fixed flat tire on BBPD car #13
- checked our police chiefs old car for parking attendant, repaired light and topped off all fluids
- checked Borough Hall generator and recorded monthly hours for the state of NJ
- Mechanic also helps with all DPW jobs, picked up all his parts and cleans his shop

**Total Hours: 681**

**Total Man Hours: 1316**

**Respectfully submitted**

**Foreman**

**Vince Orofino**

### Bound Brook DPW Man Hours April 2015

<b>April</b>	<b>Man Hours</b>	<b>Total Time</b>	<b>Additional Info</b>
<b>Brush &amp; Yard debris</b>	111	37	
<b>Grass</b>	173	51	
<b>Sweeping</b>	81	81	
<b>Trees</b>	8	3	
<b>General</b>	316	162	
<b>Metal Pickup</b>	16	8	
<b>Foreman</b>	79	79	
<b>Sewer Jobs</b>	10	6	
<b>Mechanic Service</b>	137	137	
<b>Potholes</b>	240	88	
<b>Facilities</b>	53	29	
<b>Sick time out</b>	32		
<b>Vacation time out</b>	48		
<b>Personal days</b>	12		
<b>Floating holiday</b>	0		
<b>Totals</b>	1316	681	