



Bound Brook Borough Department of Public Works

Monthly Report

November 2015

Grass Cutting:

- Stone Bridge
- Borough Hall 2 times
- Schools (Smalley and High School)
- Old grave yard
- Tea St Ball Fields

Street Sweeping 1st full working week of each month:

- Main St 2 times

Metal Picked Up Town & Schools:

- Total lbs 2,000.00
- Total price \$20.00

Brush/ Yard Pick Up (monthly):

- North side = 125 yards
- South side = 75 yards
- Borough leaves picked up on borough properties 30 Yards

Sewer Jobs:

- 551 Winsor St
- Checked sewer list 4 times this month

Blacktop/ Potholes

- No blacktop this month

Trees Trimmed or removed:

- Moved small tree from 717 Lawrence Rd to 638 Hancken Rd
- Started to grind stumps

Facilities and Services:

- Repaired toilet at library
- Replaced light bulbs in Violations office at Borough Hall
- Installed 2 lock & latches on elevator doors at library
- Moved file cabinet at library
- Replaced light bulbs at library

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
- Raised and lowered Borough flags
- Called Somerset County about sinkhole on Hamilton St bridge
- Budget meeting
- Repaired parking machine at commuter lot
- Marked out and called in stumps for grinding
- Worked with sewer operator at sewer pump station
- Met with administrator about Billian Park
- Set up for veterans day ceremony
- Met with Randy about PO's for truck repairs

General Work:

- Set up and take down signs for election day
- Removed sign on Main St
- Paint handicap spots in commuter lot
- Clean catch basin grates
- Replaced faded street signs
- Picked up large branch on Vosseller & W Main St

- Installed new stop signs
 - W Maple & Livingston
 - Lamonte & W Second
 - Church & Wahnetah
- Removed old benches at Billian Park
- Moved new bench at Billian Park by flag pole
- Moved sign at Billian Park
- Hung up banner for BBPD at Main St Park
- Checked and repaired Christmas lights for Main St
- Winterized fountain on Main St
- Removed caution tape on wire, Union Ave & Livingston St
- Removed fire dept banner on Union Ave
- Put up Christmas lights & Banners on Main St

Equipment Maintenance and Repairs:

- Dropped off and picked up trucks #2, and #6 for E test
- Fixed oil leak on truck#22
- Replaced teeth on stump grinder
- Repaired compartment on truck #11
- Repaired tow hook on truck #22
- Replaced starter and cables on the leaf machine
- Checked Borough Hall generator, starter going bad
- Replaced radiator on truck #11
- Repaired 2 flat tires on leaf machine
- Dropped off truck #1 for 4 new tires
- Dropped off truck #28 for 2 new tires
- Repaired flat tire on PD car #12
- Serviced CAT backhoe
- Repaired flat on PD car #6
- Worked on ExMark mover, installed bagger for leaf pick up and serviced
- Installed salters on truck #10 and #9
- Monthly check and testing for Borough Hall generator and recorded hours for state of NJ
- Mechanic also helps with all DPW jobs and picks up all his parts and cleans his shop

Total Hours: 668

Total Man Hours: 1192

Respectfully submitted

Foreman

Vince Orofino

Bound Brook DPW Man Hours November 2015

| November | Man Hours | Total Time | Additional Info |
|--------------------------------|------------------|-------------------|------------------------|
| Brush & Yard Debris | 294 | 99 | |
| Grass/leaves | 132 | 34 | |
| Sweeping | 4 | 4 | |
| Trees | 6 | 3 | |
| General | 283 | 106 | |
| Metal Pickup | 24 | 8 | |
| Foreman | 123 | 123 | |
| Sewer Jobs | 25 | 13 | |
| Mechanic Service | 104 | 104 | |
| Potholes | 0 | 0 | |
| Facilities | 41 | 18 | |
| Sick time out | 56 | 56 | |
| Vacation time out | 84 | 84 | |
| Personal days | 0 | 0 | |
| Floating holiday | 16 | 16 | |
| Special Events | 0 | 0 | |
| Safety Class | 0 | 0 | |
| Totals | 1192 | 668 | |