



## Bound Brook Borough Department of Public Works

### Monthly Report

February 2018

#### Grass Cutting/Leaves:

- No grass cutting this month

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

- Area #1 16 yards
- Area #2 12 yards
- Area #3 15 yards
- Area #4 Finish in March
- Total 43 yards

#### Metal Picked Up Town & Schools:

- Total lbs 1,858.60
- Total price \$121.00

#### Leaves/ Yard Debris Pick Up (monthly):

- Didn't dump truck, yard not open

#### Sewer Jobs:

- 635 Central Ave
- 237 W Franklin St
- 307 W Union Ave
- 135 LaMonte Ave
- 410 Talmage Ave
- Checked sewer list one time this month

#### Blacktop/ Potholes

- 10.03 Ton

#### Trees Trimmed or Removed:

- Removed
  - No trees removed this month

- Trimmed
  - 21 E High St
  - St Joseph Church on High St
- Stumps Removed
  - 528 Longwood Ave 2 stumps
  - 150 W High St
  - 259 Chestnut St
  - 159 Linden Ave
  - 421 W Maple Ave
  - 416 Highland Pl
  - 291 Metape Circle North
  - 155 Cherry Ave

### **Facilities and Services:**

- Cleaned DPW truck bays
- Replaced ceiling tiles Borough hall
- Installed new antenna for BBPD
- Unclogged 2 toilets and wet vac + mop at Borough Hall main bath rooms
- Replaced light bulbs at Library
- Replaced bathroom faucets at Library
- Removed steel shelving at Library
- Fixed floor tile at Library
- Painted wall at Library
- Repaired front door lock at Borough hall
- Unclogged + repaired toilet at Borough Hall side
- Put out recycling at Library
- Mopped up floor in boiler room after leak at Library
- Dropped off boxes from DPW storage to Borough hall then picked up and put away back in storage
- Repaired 6 chairs and 1 table at Library
- Repaired glass on door at Library
- Insulated water pipe and water meter at BBPD
- Cleaned railroad tunnel at train station

### **Foreman:**

- Daily attendance
- Daily time keeping
- Assigned daily jobs
- Daily paper work
- Daily trip to Borough Hall

- Pick up pay checks
- Assisted crew on jobs
- Checked pump station with sewer operator once a week
- Checked on citizen complaints
- Let Victors into repair heat at Library
- Met administrator at Tea St Ball fields about garbage cans
- Dropped off 3 boxes of envelopes to Borough Hall
- Lowered and raises all Borough flags

### **General Work:**

- Picked up litter at Pine St lot and Crusader Way
- Worked on replacing faded signs
- Cleaned catch basin grates
- Dropped off old tires to County Recycling
- Picked salt bags for sidewalks
- Cleaned and picked up all garbage at Tea St ball fields
- Washed all plow trucks and spreaders after snow storms
- Cut and removed old metal table at Codrington park
- Replaced 2 garbage can liners at Tea St and Codrington Park
- Picked up litter at Billian Park + Tea St Park
- Picked up litter at Tea St + Talmage Ave welcome sign
- Dumped truck #22 for Sweeper
- Picked up litter on Union Ave Green Acres
- Installed new "No Dumping" signs Tea St, Main St, and Library
- Removed sign stapled to telephone poles
- Removed graffiti at Billian Park play set

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

- Serviced garbage truck #3
- Repaired fuel gauge on truck #28
- Aired up tire on lawn mower
- Serviced fire chiefs car #23
- Checked engine code on BBPD K-9 car
- Repaired recoil assembly on salter for truck #6
- Greased #2 walk behind salter
- Serviced truck #21
- Repaired water leak on cab of BBPD detective car
- Serviced wood chipper
- Replaced hydraulic tank on wood chipper

- Checked all snow plows after snow storm
- Repaired plow on truck #9
- Replaced 2 batteries on BBPD K-9 car
- Replaced battery on truck #6
- Replaced IAPCU valve on truck #22 “ fuel shut off valve”
- Installed new plow shoes on truck #6
- Repaired flat tire on truck #9
- 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

**Total Hours: 924**

**Total Man Hours: 1487**

**Respectfully submitted**

**Foreman**

**Vince Orofino**

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**Bound Brook DPW Man Hours February 2018**

<b>February</b>	<b>Man Hours</b>	<b>Total Time</b>	<b>Additional Info</b>
<b>Yard Debris</b>	40	16	
<b>Grass</b>	0	0	
<b>Sweeping</b>	70	43	
<b>Tree Removal</b>	0	0	
<b>Tree Pruning</b>	8	4	
<b>Stumps Removed</b>	48	16	
<b>General</b>	316	138	
<b>Metal Pickup</b>	44	18	
<b>Foreman</b>	103	103	
<b>Sewer Jobs</b>	70	43	
<b>Mechanic Service</b>	138	138	
<b>Potholes</b>	132	44	
<b>Facilities</b>	107	58	
<b>Sick time out</b>	96	96	
<b>Personal days</b>	8	8	
<b>Floating holiday</b>	0	0	
<b>Special Events</b>	0	0	
<b>Safety Class</b>	0	0	
<b>Vacation</b>	168	168	
<b>Snow/Salt</b>	139	31	<i>2/7, 2/8, 2/17, 2/18</i>
<b>Totals</b>	1487	924	