



Bound Brook Borough Department of Public Works

Monthly Report

December 2017

Grass Cutting/Leaves:

- Cleaned up leaves in parks & Borough properties and picked up leaves for Board of Education
- Leaves picked up with Vac Truck: 70 yards

Street Sweeping 1st full working week of each month:

- No sweeping this month

Metal Picked Up Town & Schools:

- Total lbs 1,200.00
- Total price \$60.00

Leaves/ Yard Debris Pick Up (monthly):

- Picked up 3 times this month
- 75 yards

Sewer Jobs:

- 37 Talmage Ave
- Checked sewer list 2 times this month

Blacktop/ Potholes

- 3.96 Ton

Trees Trimmed or Removed:

- Removed
 - 2 trees old grave yard
 - 227 West Union Ave
 - 421 West Maple Ave
 - 416 Highland Pl
- Trimmed
 - 142 Vosseller Ave
 - 235 Chestnut St

- 521 West Second St
- Logs dumped 73 yards
- Woodchip dumped 14 yards

Facilities and Services:

- Replaced 6 light bulbs at Library
- Cleaned out leaves in basement steps at Library
- Moved desk back at Borough Hall
- Cleared gutters at Borough Hall
- Unclogged toilet and mopped up bathroom and computer room at Borough Hall and Police Dept.

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
- Met with T+M about storm sewer on East Second St
- Safety meeting with J.I.F.F
- Picked up truck #1 at Macco
- Looked for boxes at DPW storage and dropped off at Borough hall
- Dropped off and picked up truck 3# for E-Test
- Staff meeting at Borough Hall
- Looked for manhole on West Main St
- Met R+R repair at Mountain Ave pump station
- Worked on sign for parking lot 3

General Work:

- Dropped off and picked up barricades and light tower for 5k race
- Fixed cannon at Billian Park with backhoe
- Put up Christmas lights on Main St
- Washed salt trucks after salting
- Dropped off gas mix to Codrington Park
- Cleaned catch basin grates

- Worked on snow + ice 12/9, 12/10, 12/11, 12/15, 12/16, 12/30
- 2 safety classes

Equipment Maintenance and Repairs:

- Jump started fire dept van at fire house #1
 - Installed new pressure washer hose at DPW shop
 - Fixed frozen air line on truck #3
 - Repaired speed switch on truck #3
 - Fixed flat on leaf machine
 - Jump started unmarked PD car and aired up rear tire
 - Weekly eye wash station flush
 - Monthly fire extinguisher inspection
 - Performed quarterly hoist 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
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Total Hours: 868

Total Man Hours: 1686

Respectfully submitted

Foreman

Vince Orofino

Bound Brook DPW Man Hours December 2017

December	Man Hours	Total Time	Additional Info
Yard Debris	335	117	
Grass	0	0	
Sweeping	192	48	
Trees	151	36	
General	150	56	
Metal Pickup	16	8	
Foreman	104	104	
Sewer Jobs	30	14	
Mechanic Service	14	14	
Potholes	48	16	
Facilities	27	15	
Sick time out	144	144	
Personal days	0	0	
Floating holiday	32	32	
Special Events	0	0	
Safety Class	24	3	
Vacation	216	216	
Snow/Salt	203	44	12/9, 12/10, 12/11, 12/14, 12/15, 12/16, 12/30
Totals	1686	868	