



Bound Brook Borough Department of Public Works

Monthly Report

September 2017

Grass Cutting/Leaves:

- Cut all Borough properties as well as the high school and Smalley school

Street Sweeping 1st full working week of each month:

- Area 1 3 ½ yards
- Area 2 4 yards
- Area 3 9 yards
- Area 4 9 yards
- Total yards 25 ½

Metal Picked Up Town & Schools:

- Total lbs 6,720.00
- Total price \$328.35

Brush/ Yard Pick Up (monthly):

- Dumped 45 yards

Sewer Jobs:

- 526 Vosseller Ave
- 106 Linden Ave
- 213 W Franklin St
- 7 Drake St

Blacktop/ Potholes

- No blacktop this month

Trees Trimmed or Removed:

- Removed
 - 150 W High St
 - 528 Longwood Ave 2 trees
 - 225 Hamilton St 2 trees

- 3 W Union Ave
- ✦ Trimmed
 - 661 Hanken Rd
 - 665 Hanken Rd
 - 237 W Franklin St
- ✦ Stumps removed
 - 509 Dalay PL
 - 353 Vosseller Ave
 - 115 Wahnetah Dr
 - 8 Drake St
 - 288 Metape Cr N
 - 117 E Second St
 - 28 Van Keuren Ave
 - Codrington park
 - 626 Hanken Rd
 - 204 W High St
 - 237 W High St
 - 536 Marion St
 - 3 W Union Ave (on Church St)
- ✦ Stump grindings 12 yards
- ✦ Logs dumped 8 yards
- ✦ Woodchip dumped 8 yards

Facilities and Services:

- ✦ Checked frozen AC unit at Borough Hall and cleaned up rug
- ✦ Ran new computer line at DPW office
- ✦ Checked leak in Borough Hall break room
- ✦ Cleaned steps at Library basement

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
- Called in stump list
- Attended safety meeting at Borough Hall
- Attended staff meeting at Borough Hall
- Met contractor at Library for roof estimate
- Picked up and dropped off leaf bag to Library
- Posted "No Parking" signs for tree removal
- Met T+M at Mountain Ave about sewer main
- Repaired parking meter in Lot #4
- Checked shade tree list
- Called in PSE&G trees for removal

General Work:

- Dropped off and picked up light tower for car show 4 times this month
- Cleaned 2 catch basins on North St and Talmage Ave
- Dropped off and picked up barricades for block party at Park Pl
- Picked up and installed glass at bus stop in front of High School on Union Ave
- Replaced faded signs
- Cleaned catch basin on Hanken Rd
- Finished painting crosswalks
- Blocked out parking spot #10 at Billian Park put no parking sign
- Painted yellow lines at Rescue Squad
- Straightened street sign on Romney and W Second St
- Picked up 25 gal of traffic paint
- Dumped garbage truck #2
- Took garbage cans out at Tea St ball field
- Dumped old concrete at South County
- Dropped off sale stuff at Somerset County
- Hung Fire Dept banner
- Pulled wire for parking machine
- Installed parking meter Lot #5
- Poured new concrete pad for parking machine
- Dumped truck for sweeper Somerset County
- Picked up branch on Chestnut St
- Lowered all Borough Flags
- Put out barricades for 5K race
- Moved flag holders and banners to new poles on Union Ave
- Cleaned catch basin grates and checked brooks and streams

Equipment Maintenance and Repairs:

- Replaced 4 batteries on garbage truck #2
- Installed new belts and sharpened blade on Bobcat walk behind mower
- Replaced brakes on CAT Backhoe (major job)
- Unclogged line on paint sprayer
- Checked and started up John Deere Backhoe
- Cut up sign post for starter poles
- Repaired 2 benches at Commuter Lot
- Replaced brooms on sweeper
- Replaced 10 teeth on stump grinder
- 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
- Performed quarterly hoist inspection
- Mechanic also helps with all DPW jobs and picks up all his parts and cleans his shop

Total Hours: 924

Total Man Hours: 1820

Respectfully submitted

Foreman

Vince Orofino

Bound Brook DPW Man Hours September 2017

September	Man Hours	Total Time	Additional Info
Yard Debris	96	32	
Grass	416	102	
Sweeping	32	32	
Trees	143	55	
General	632	265	
Metal Pickup	32	16	
Foreman	102	102	
Sewer Jobs	18	9	
Mechanic Service	128	128	
Potholes	0	0	
Facilities	13	11	
Sick time out	16	16	
Personal days	0	0	
Floating holiday	16	16	
Special Events	48	212	River Fest
Safety Class	0	0	
Vacation	96	96	
Jury Duty	32	32	
Totals	1820	924	