



Bound Brook Borough Department of Public Works

Monthly Report

December 2016

Grass Cutting/Leaves:

- Finished removing leaves off Borough property
- Total yards of leaves picked up: 87

Street Sweeping 1st full working week of each month:

- No sweeping this month

Metal Picked Up Town & Schools:

- Total lbs 968
- Total price \$32.20

Brush/ Yard Pick Up (monthly):

- North side 75 yards
- South side 45 yards
- Total 120

Sewer Jobs:

- Watchung Rd
- 241 W Union Ave
- 24 W Second St
- 312 East St
- Main St & Maiden Ln
- 114 Vosseller Ave
- 42 Fairview Ave
- 42 Fairview Ave
- Blair apartments on East St
- 126 Vosseller Ave
- 45 Fairview Ave
- Checked Mountain Ave pump station once a week and clean filters

Blacktop/ Potholes

- No blacktop this month

Trees Trimmed or removed:

- Removed
 - 444 W Second St
 - 768 Watchung Rd
 - 2 Hamilton St
 - Had D.O.T remove 215 West Union Ave
- Trimmed
 - 791 Watchung Rd
 - 536 Longwood Ave
- Stumps removed
 - 519 Winsor St
- Dumped
 - Woodchip: 18 yards

Facilities and Services:

- Put up Christmas tree at Borough Hall
- Clean rain gutters at Borough Hall
- Fixed door sweep at Library
- Moved file cabinets at Borough Hall for floor waxing
- Put up sign on DPW building
- Fixed light switch at Library
- Put together 2 computer tables for Library
- Replaced light bulbs at Library
- Unclogged toilet at Borough Halls men's room
- Repaired roof in BBPD locker room
- Repaired wood floor at Borough Hall
- Unclogged toilet at Library

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
- End of year Shade Tree report
- Picked up shop supplies
- Budget meeting Borough Hall
- Opened access to attic at BB Library for architect
- Attended JIFF meeting
- Attended safety meeting

General Work:

- Dropped off and picked up barricades for 5K run
- Checked brooks and streams for blockage
- Replaced relay on Pump #1 at sewer pump station
- Removed fire dept banner on Union Ave
- Put Christmas lights on tree at Commuter lot
- Put up Christmas lights on Main St
- Picked up debris from auto accident on Vosseller Ave & W Second St
- Picked up tree branch on Legion Ct
- Picked up 2 couches dumped on Maiden Ln and 1 on Hamilton St bridge
- Removed banner and flag pole holder on pole hit by car on Union Ave
- Cleaned catch basin grates
- Installed street sign on Tea St & Cedarcrest
- Cleaned graffiti at Codrington Park side walks
- Picked up trash dumped at Mountain & Union Ave
- Picked up crosswalk signs on Main St
- Moved light towers from P.D to D.P.W
- Removed pile of dirt from Borough Hall
- Clean 2 catch basins on Maple & Carlton St
- Wash salt spreaders
- Power washed wall at Tennis court
- Added dirt and leveled sink hole at 510 E Second St
- Dropped off cardboard at Somerset County

- Took apart and stored old benches from Billion Park
- 12/16 salt W Maple water main break
- 12/17 salt town and clear sidewalks (snow)

Equipment Maintenance and Repairs:

- Checked out snow blowers and plows
- Installed salt spreader on Truck #10
- Repaired housing on snow blower
- Repaired hose reel handle
- Unclogged big leaf machine
- Checked salt spreader before snow storm
- Dropped off and picked up truck #3 for Emission Test
- Checked and greased walk behind slat spreader
- Worked on parking enforcement car repaired heater motor, checked all lights and fluid levels
- Performed quarterly hoist inspection
- Repaired power washer hose
- Repaired head light on truck #4
- Took truck #4 for inspection
- Replaced break switch on bobcat trailer
- Replaced emergency break battery and lights on bobcat trailer
- 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: 883

Total Man Hours: 1608

Respectfully submitted

Foreman

Vince Orofino

Bound Brook DPW Man Hours December 2016

December	Man Hours	Total Time	Additional Info
Leaves/ Yard Debris	264	94	
Grass/leaves	246	68	
Sweeping	0	0	
Trees	80	20	
General	228	98	
Metal Pickup	16	8	
Foreman	89	89	
Sewer Jobs	103	54	
Mechanic Service	122	109	
Potholes	0	0	
Facilities	98	45	
Sick time out	192	192	
Personal days	8	8	
Floating holiday	0	0	
Special Events	80	80	
Safety Class	0	0	
Family Death	14	2	
Snow/Salt	68	16	12/16/16 and 12/17/16
Totals	1608	883	