

# City of Newburgh

## Department of Public Works

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George Garrison, Superintendent

## MONTHLY REPORT

### MARCH 2013

#### PROPERTY MAINTENANCE (1365):

- Monthly Routine Maintenance includes collection of garbage from various City Owned Properties. The following items were picked up City Wide:

Tires – 158	T.V's – 60	Bags of Rubbish – 212
Mattresses – 67	Dressers – 18	Sofas – 20
Chairs – 22	Grill – 4	Metal Chairs - 3
Carpet – 18	Table – 18	Banister Poles – 2
Metal Pipes - 15	Headboards -8	Car Rim – 1
Footboards – 2	Wood – 135	Cushions - 14
Metal Pieces – 21	Big Bird Cage – 1	Car Rim - 1
Baby Seat – 1	Microwave – 6	Vaccum – 3
Bikes – 5	Speakers – 1	Mirror – 8
Stroller – 3	Doors – 4	Crib – 1
Totes – 15	Buckets – 6	Pallets – 2
Drawers – 38	Riding Toy – 13	Bed Frame – 6
Entertainment Center – 1	Heater – 1	Baby Fence - 1
Xmas Tree – 5	Ladder – 2	Cast Iron Fence – 1
Baby Swing – 1	Fire Extinguisher – 1	Crutches – 2
Trash Can – 7	Desk – 1	Florescent Bulbs – 3
Laundry Basket –	Night Stand – 6	BasketBall Hoop -2
2 X 4's – 8	Hamper -2	Playpen -2
Refrigerator Door – 1	Fan – 4	Toilet – 4
Metal Cabinet – 1	BoomBox – 1	Metal Gate – 1
Vanity – 1	Blinds -1	Paneling – 2
Chalkboard – 1	Safe – 1	Baby Walker – 1
Kitchen Cabinets – 3	Plastic Poles – 4	Sink – 5
Microwave – 3	Strollers – 4	Flower Pots – 7
Plastic Jugs – 2	Air Conditioner – 1	Bricks – 10
Coffee makers – 2	Stove – 1	Ice Bucket – 1
PVC Pipe -1	Metal Chair – 1	Plastic Crate – 1
Wood Crates – 2	Toddler Bed – 1	Assorted Baby Toys – 7
Dead Dog – 1	Dead Deer – 1	Stereo – 2
Lamp – 2	Stool – 1	Exercise Machine – 1
Tarp – 2	Plywood – 2	Printer – 1
Pillows – 12	Pool Pump – 1	Milk Crate – 1
Bar Stools – 2	Scooter – 1	Plastic Planks – 6
Window Frames – 5	Crock Pot – 1	Plastic Chairs – 2
Tent – 1	Wooden Shelves – 9	Computer – 1
Car Bumper – 1	Childs playset – 1	French Doors – 2
Fiberglass Doors – 2	Shovels – 5	Swimming Pool – 1
Roof Shingles - 6		

## **Snow removal from:**

3/07/13

3/08/13

3/18/13

- Over 300 Properties to maintain City Wide in addition to Culverts, Parking Lots, Bridges, Parks and all Municipal Building sidewalks.
- Monthly Routine Maintenance includes collection of garbage from various City Owned Properties. The following items were picked up City Wide:

## **MUNICIPAL BUILDINGS (1610):**

- Maintenance for this division for this month included over 22 calls regarding Climate Control. Routine maintenance such as replenishing paper and product supplies and cleaning of all buildings including: Police Dept., Fire Dept, City Hall, Recreation, 123 Grand St., DPW, and City Courts.

## **TRAFFIC (3310):**

- Put traffic lights back in sequence at Broadway & 9w to 9w & South William.
- Put lights back in sequence at Broadway & Grand and Broadway and Johnson.
- Checked all traffic lights, street lights, and signs City wide.
- Cleaned Traffic trucks weekly.
- Collected coins from Parking Meters
- Reset timing at traffic lights at Broadway & West and Washington Terrace and West several times.
- Repaired 26 Parking meters.
- Replaced and/or Repaired 32 Signs City Wide
- Removed stickers & signs from Bus Stop benches 3 times
- Repaired 17 Traffic Lights City Wide
- Fixed street signs on north side of Broadway from Colden to 9W.
- Plowed City Streets & Parking Lots
- Cleaned City Building . 2 Times
- Fixed traffic cabinet & electrical components at Carpenter & Third due to fine
- Fixed numerous electrical problems at the Police Department
- Relocated all Police parking signs on lower Broadway
- Worked on pump station at Local 17
- Fixed electrical wiring in our traffic truck
- Made 11 new signs
- Cleaned Traffic Sign making machine

**PARKING ENFORCEMENT (3320):**

Daily Routine of Ticketing for Parking City Wide. The following Tickets were issued City Wide for the month of March:

• Alternate Side of Street Parking	8@	25.00	=	200.00
• Handicap Parking	1@	130.00	=	130.00
• Prohibited During Street Sweeping	441@	50.00	=	22,050.00
• Facing Wrong Direction	3@	10.00	=	30.00
• Blocked Driveway	1@	25.00	=	25.00
• Parking Over Lines	4@	10.00	=	40.00
• Meter Parking	578@	10.00	=	5,780.00
• Fire Hydrant	17@	25.00	=	425.00
• No Parking	75@	10.00	=	750.00
• No Ticket/Cty	4@	10.00	=	40.00
• Restricted Parking	227@	10.00	=	<u>2,270.00</u>

<b>TOTAL TICKETS ISSUED</b>	<b>1438</b>	<b>\$31,740.00</b>
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**ADMINISTRATION (5010):**

Daily Routines include: Heavy Communication between DPW and all other Departments

- Record Keeping: Employees accumulated time and usage/Time Sheets
- Monthly Attendance Reports
- Recording any and all complaints and seeing the result through
- Fuel monitoring/reporting for all Departments
- Worker Compensation Reports
- Dumpster Permits
- Dispatching
- General Ledger
- Type Requisitions
- Purchase Ordering
- Annual Reports to Orange County and State of New York
- Heavy Filing
- Heavy Phone
- Disbursement of tasks to proper personnel from phone call to Supervisor
- General Office Duties

Monthly record of incoming phone calls: Total for March - Approximately 678

**STREETS & BRIDGES (5110):**

- Over 150 potholes were filled City Wide.  
**PLEASE NOTE:** Cold patch is a temporary fix and depending on the elements, washes away, therefore, several repairs may take place until the spring when the asphalt plants open.

**GARAGE/MECHANICS (5132):**

Division repaired over 150 various department vehicles and equipment such as: routine maintenance Breakdowns, and write ups.

**POLICE GARAGE (5133) :**

- 20 Hazardous Impounds were towed this month.

**SNOW (5142)**

- All City streets are plowed and salted..... This months Snow Events as follows:  
3/07/13      3/08/13      3/18/13
- Combined salt used for these event for roads, parking lots, & sidewalks
- 580 Tons of Salt used this month
- Over 141 City Properties, Municipal Buildings, Parks, Bridges, Culverts are shoveled

**PARKS (7110):**

- Approximately 7 Trees were removed at curbside City wide posing threat

**SANITARY SEWERS (8120):**

- Total of 1 calls of Sewer Backups for the month of March.
- The Division performed approximately 80 Markouts for Central Hudson, Water Dept.and Private Contractors..
- Approx 42 Basins cleaned due to cold weather, the machine can not operate correctly and freezes.
- 6 Sewer Pump Stations are maintained

**SANITATION (8160):**

For the month of March, Sanitation Division collected 783.79 tons of garbage and 74.25 tons of recycling.