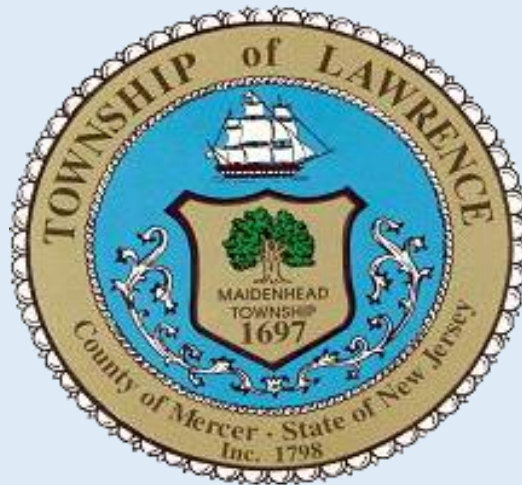


Township of Lawrence

Department of Public Works



Prepared by: Gregory Whitehead, Director





Division Summary

Gregory Whitehead, Director

Administration (2)

Street Division (16)

Buildings & Grounds (4)

Parks Division (10)

Vehicle Maintenance (4)

Ecological Facility (staffed from the Street Division)

Public Works

Employee Reduction Efforts

- Shared services
- Contracted service: Janitorial
Grass cutting
- Cross training
- Strategic equipment purchases
- Computerized Public Works operation: Work order system
Complaint/request automation
- Division cross-over: Snow plowing
Leaf collection
Ecological facility

2025 Public Works Staffing Request

No new staffing

2025 Snow/Ice Events

- Four snow events – 8” of snow total
- Eight salting events
- 2,050 Tons of Salt used
- Plowing man hours = 1,424
- Salting man hours = 1,435



Parks Division

2025 Park Maintenance

Operating Budget - \$125,000

Ø Increase



Capital Request

- | | |
|--|--------------|
| 1) Central Park Fencing (football field) | \$75,000.00 |
| 2) Two Zero Turn Mowers (replacement units) | \$60,000.00 |
| 3) Compactor Truck/6-cubic yard (replacement unit) | \$150,000.00 |

Parks



Brearley House

Central Park

Eldridge Park

Colonial Lake

Gilpin Park

Hamnet Park

Johnson Trolley Line

Loveless Nature Preserve

Maidenhead Meadows

Nash Park

Nature Center

Pauper's Cemetery

Princessville Cemetery

Stonicker Park

Turtle Back Park

Twin Pines

Veterans Park

Village Park

Park Maintenance/Daily Activities

The Parks Division is comprised of eleven employees who maintain 1000 acres of parks, athletic fields, nature preserves, trolley lines, historic homes, Pauper and Princessville cemeteries.

- Each day 100 trash and recycling cans are emptied
- Restrooms cleaned and maintained
- Groundwork maintenance
- Walking paths
- Parking lots
- Responding to vandalism, graffiti, resident complaints
- Grass cutting, trimming, edging
- Tree pruning
- Leaf removal
- Mulching
- Aerating, seeding
- Weed beds
- Line/prep athletic fields
- Maintain dog run
- Maintain Colonial Lake Dam





The Division Maintains

- 12 Soccer fields
- 11 Tennis courts
- 1 Football field
- 4 Basketball courts
- 2 Football practice fields
- 2 Volleyball courts
- 3 Softball fields
- 24 Playground equipment
- 4 Baseball fields
- 8 Soccer practice
- 4 T-Ball fields
- Lacrosse
- 1 Bocce court

Buildings and Grounds

2025 Operating Budget - \$356,000

Increase ∅



Capital Request

- 1) HVAC replacement program \$ 75,000
- 2) Police fueling equipment/Tank \$250,000

Buildings & Grounds

Square feet of all properties – 145,470



Public Works Department – 29,071 square feet

Town Hall – 22,684 square feet

Police/Court Facility – 31,398 square feet

Senior Center – 9,798 square feet

EMS Facility – 5,750 square feet

Lawrence Nature Center – 2,480 square feet

Brearley House – 3,000 square feet

Lawrence Road Fire Company – 10,563 squarefeet

Lawrenceville Fire Company – 15,845 square feet

Slackwood Fire Company – 14,881 square feet

Examples of Buildings & Grounds Responsibilities

The Division of Buildings & Grounds is comprised of four employees that handle a wide array of tasks and duties for various buildings, fire houses, and municipal properties

- Electrical repairs and installations
- Drywall repairs, painting and prep work
- Plumbing repairs (restrooms, water fountains, etc)
- Floor, tile, concrete repairs – Ceiling tile maintenance
- Door and hardware repairs
- Drain and gutter maintenance
- Light bulb replacement (all Township facilities, parks, parking lots, athletic fields)
- Minor roof repair and preventive maintenance
- General carpentry work
- Maintain equipment and building maintenance
- Repair playground equipment, park bleachers, dugouts, fences
- Monthly elevator preventive maintenance and quarterly inspections by the State of New Jersey
- Monthly pest control services
- Fire alarm and sprinkler inspections

- Monthly fire pump exercising at the Police/Court facility
- Office furniture repairs and installation
- Deliver furniture, move files and assist departments
- Construct retaining walls (parks)
- Fabricate and install signage for buildings and parks
- Portable restroom rentals
- Fabrication/sheet metal work
- Slackwood Fire Company generator connection
- Senior Center generator
- Respond to after-hour emergencies

Street Division

2025 Operating Budget - \$141,000

Increase Ø



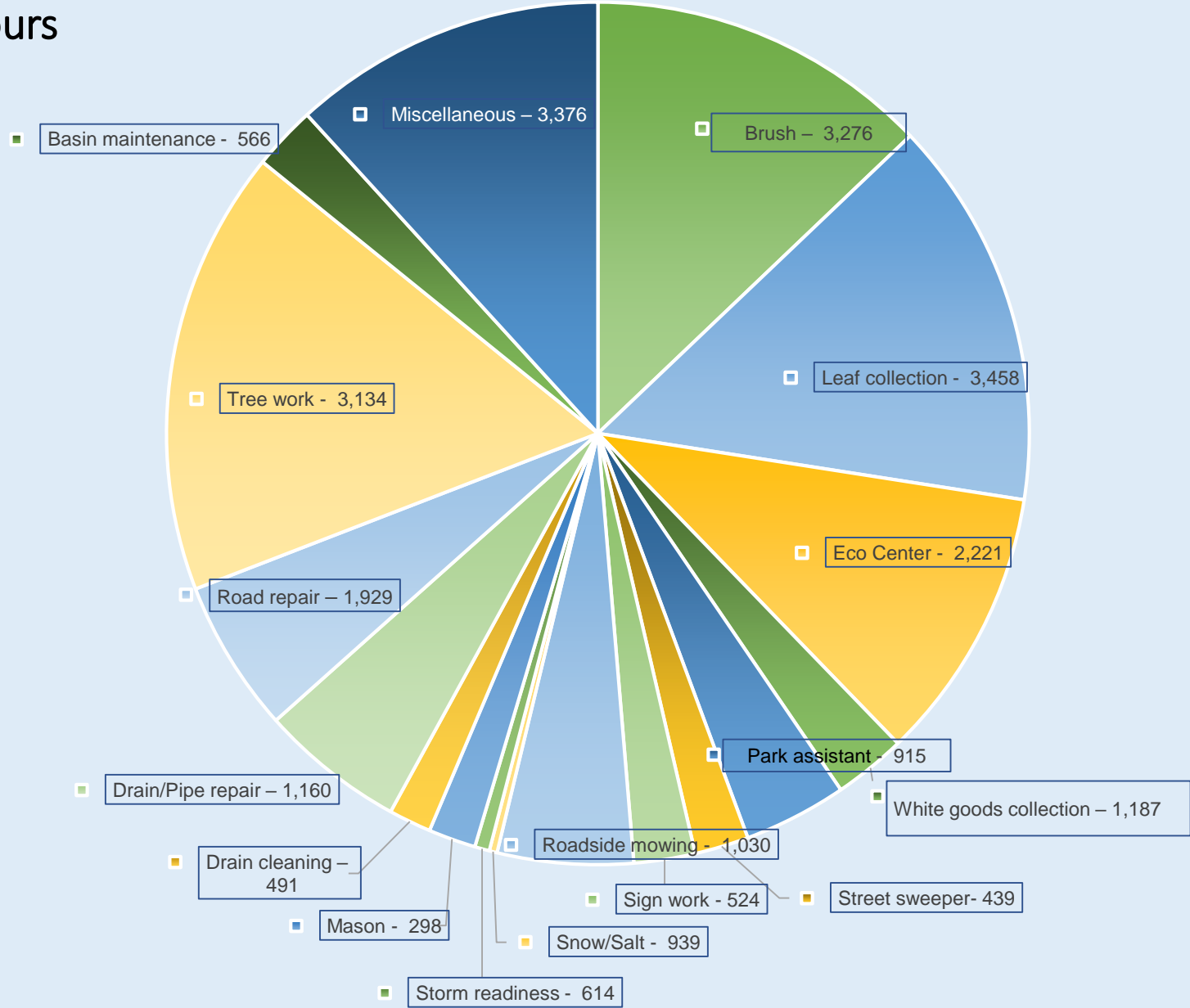
Capital Request

- 1) Dump truck with plow and sander \$270,000

STREET DIVISION

Daily Job Labor Hours

- Brush
- Leaf collection
- Eco Center
- White goods collection
- Park assistant
- Street sweeper
- Sign work
- Roadside mowing
- Snow/salt
- Storm readiness
- Mason
- Drain cleaning
- Drain /pipe repair
- Road repair
- Tree work
- Basin maintenance
- Miscellaneous



Street Division

The division, comprised of 16 employees, maintains over 200-lane miles of streets throughout the Township

Department responsibilities include:

- Traffic maintenance
- Street signs
- Asphalt patching
- Crack sealing
- Shoulder cutting
- Ditch maintenance
- Roadside mowing
- Roadside litter collection
- Street sweeping
- Brush and leaf removal
- Tree removal, pruning
- Snow and ice removal
- Stream maintenance
- Drainage repairs
- Gravel roads and alley ways
- Storm preparation/cleanup
- Metal collection (white goods)
- Trash cart repair/replacement



Tree Removal

The Township manages community tree resources under its jurisdiction including trees along streets, in parks, right-of-way, and municipal property.

Road Department tree work includes:

- Removal and trimming
- Stump grinding
- Topsoil and seeding
- Collection and hauling
- Flagging

	<u>Removed</u>	<u>Trimmed</u>	<u>Labor Hours</u>
Street Trees	158	152	3,082
Park Trees	30	579	1,090



Street Division

Residential Major Services

Brush Collection Program

(January thru October)
Tons collected: 1,214
Labor hours: 3,276
Labor cost: \$103,899

Leaf Collection Program

(November thru December)
Cubic yards collected: 7,366
Labor hours: 3,458
Labor cost: \$106,998

Street Sweeping Program

Debris and litter collected
Cubic yards collected: 206
Road miles: 711
Labor hours: 279

White Goods/Metal Collection

Appointed stops: 579
Quantity collected: 56,886 lb.
Payment received: \$4,653.65





Roadside Mowing

Labor hours: 1,300

Storm Drains & Sinkholes

Drains cleaned: 1,264

Material removed: 57 cubic yards

Labor hours: 491

Drains repaired: 19

Pipes repaired: 5

Labor hours: 1,458

Snow Removal

Total snowfall accumulation: 16 inches

Snow removal labor hours: 41

Contractor snow removal: 3 events

Labor hours: 78.5

Cost: \$21,940.43

Salt usage: 2,038 tons

Salt purchases: 1,897 tons

Cost: \$111,634.34

Electronic Recycling



- Computers 2,573/pounds
- TV's 18,664/pounds
- Printers 4,313/pounds

Mulch Delivery Program

Free delivery of natural ground wood chips was made available to Township residents from April 8 thru May 3.

A minimum order of three cubic yards was offered for a fee of \$33.00.

Total deliveries made: 171

Cubic yards delivered: 885

Fee collected: \$9,735

**TOWNSHIP OF LAWRENCE
DEPARTMENT OF PUBLIC WORKS**



MULCH DELIVERY PROGRAM

FREE DELIVERY TO YOUR DRIVEWAY

LAWRENCE TOWNSHIP RESIDENTS ONLY

- Natural Ground Wood Chips (limit 9 yards per household)

April 8 thru May 3 of the program

3 YARDS FOR \$33.00

6 YARDS FOR \$66.00

9 YARDS FOR \$99.00

Vehicle Maintenance Division

2025 Operating Budget - \$474,000

Increase Ø

Capital Request

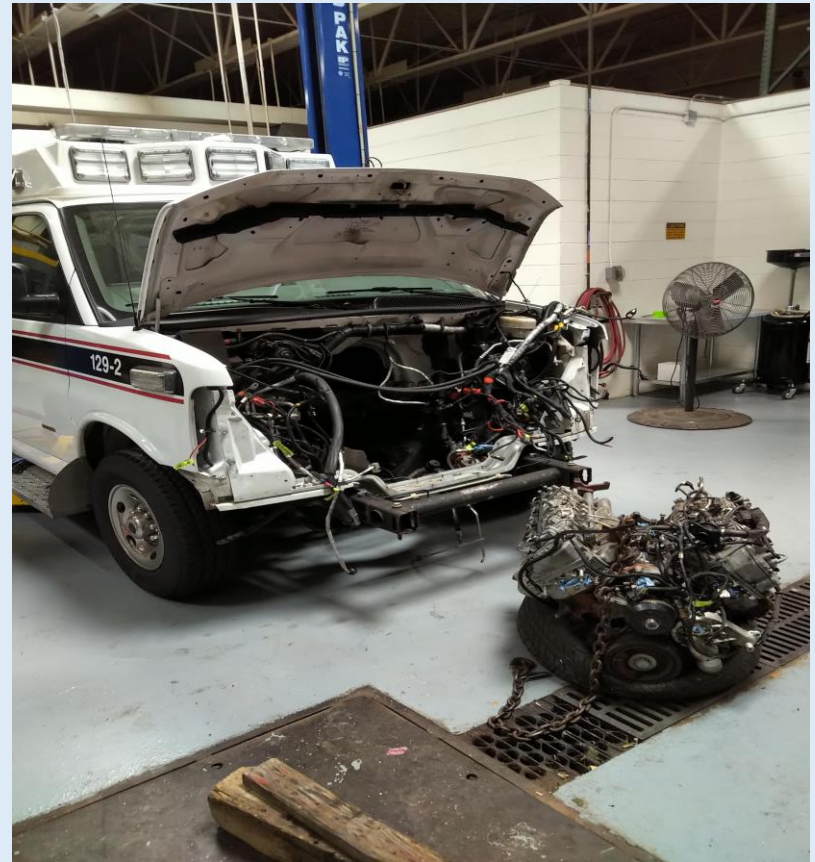
- 1) Four post mobile vehicle lift \$85,000
- 2) Pneumatic tire changer w/bead assist replacement unit \$15,000
(15 years old)

Vehicle Maintenance Division

The Vehicle Maintenance Division is comprised of five highly skilled individuals responsible for servicing and maintaining over 390 vehicles and pieces of equipment.

This includes:

- Public Works
- Municipal Motor Pool
- Police
- Senior Center
- Emergency Management
- Fire
- Ewing-Lawrence Sewer Authority
- Lawrence Township Board of Education



The Division has logged over 1,070 work orders (services and repairs)

Labor hours: 3,440

Vehicle maintenance also coordinates and performs:

- Repair and maintain all Ecological Facility equipment
- Respond to all emergency breakdowns
- Shuttle fire apparatus to and from repair
- Shuttle fire apparatus body work to and from shop
- Weld/fabricate
- Pre-motor vehicle inspections
- Licensed diesel inspection facility (diesel vehicles only)
- Shared services with Princeton
- Hydraulic repairs (re-build cylinders, hoses, etc.)
- Maintain emergency generators (Town Hall, Police/Court facility, Public Works, Senior Center)
- Maintain state log for emergency generators
- Perform preventive maintenance tasks on Municipal fuel pumps
- Maintain all shop related equipment
- Assist with equipment training and safety program for operators
- Assist with snow removal efforts
- Up-fit 90% of all Township equipment and vehicles

Capital 2025 Requests

- Central Park fencing (football field) \$75,000
- Two zero turn mowers (replacement units) \$60,000
- Compactor truck/6-cubic yard (replacement unit) \$150,000
- HVAC replacement program \$75,000
- Police fueling equipment/Tank \$250,000
- Dump truck with plow and sander \$270,000
- Four post mobile vehicle lift \$85,000
- Pneumatic tire changer w/bead assist (replacement unit) \$15,000

Ecological Center

Number of visits from Township residents - 4,195

	<u>Incoming</u>		
	<u>Leaves</u>	<u>Brush</u>	<u>Grass</u>
Lawrence Township	237	1,231	71
Princeton	182	595	44

	<u>Curbside Collection</u>		
	<u>Leaves</u>	<u>Brush</u>	<u>Grass</u>
Lawrence Township	1,666	643	0
Princeton	7,081	4,790	0

Compost Sales

Leaf Mulch – 1,311 cubic yards purchased

Total Sales: \$14,421.00

Wood Chips – 1,140 cubic yards purchased

Total Sales: \$12,540.00

Engineering

The following are the roads to be paved that are included in the 2025 program

For year 2024 NJ DOT State aid project (\$478,710 awarded)

Glenn Avenue & Stonicker Drive

For year 2025 NJ DOT State aid project (\$610,010 awarded)

Titus Ave, Phillips Ave, Craven Lane, Gordon Ave, James Street & George Street

For year 2025 Road Program

Princess Road

Bergen Street (Craven Lane to Cold Soil Road)

Cold Soil Road (Van Kirk Road to S-curve)

Forrest Avenue & Rossa Avenue

Hughes Avenue

Lawn Park Avenue

Point Court

Tartan Court