



# City of Chipley



## Public Works Office JUNE Activity Report From: Guy Lane

The following is a list of routine monthly duties and additions to by departments:

### Bldg. Maintenance

Routine checks of all city buildings/Routine weekly checks of all flags, cleaning of all parks, removing trash, cleaning, and stocking bathrooms/Routine monthly checks of all traffic signals, crosswalks and playground equipment at parks/Escorted Cross Country Exterminators to city buildings for monthly sprayings/Removed trash from Glenwood Cemetery weekly/Removed trash downtown twice weekly/Worked on parade float/Disconnected all power at the old Music Park/Lowered flags to half staff and raised back up/Worked on the lights downtown on Railroad Avenue and reset the breakers/Sprayed ant poison at the Farmer's Market/Cleaned and stocked the bathrooms at the Farmer's Market for the Thursday Night Light event/Reworked electrical on 2 antique street lamps downtown/Met with customer at Glenwood Cemetery to pick out plots/Put up and took down the traffic counter on Ward Road/Put up a new partition in the women's bathroom at City Hall/Changed the water flow on the sinks in the bathrooms at City Hall/Put together new office furniture for City Hall/Picked up garbage cans at Jim Trawick Park used for Watermelon Festival event and brought back to Public Works yard.

### Street

Mowed city right of ways/Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks, and driveways/Special pickups/Limb & leaf pickup/Patched potholes in all wards/Cut low hanging limbs in all wards/Edged sidewalks and cleaned sidewalks in Wards 3 & 4/Assisted with building parade float for the Watermelon Festival/Put out signs and barricades, closing streets for Watermelon Festival Parade/Demolished the old Music Park building and disposed in Waste Management dumpsters/Cut back right of ways with side-arm and mini excavator/Hauled top soil to the old Music Park area/Assisted Water Utilities Department on 4th Street project/Picked up barricades and detour signs from old Mongoven Building demo.

### Gas

Locate Tickets (50)/Gas calls (4)/New Service (1)/Pressure test (3)/Replaced meter sets (0)/Pulled inactive meters (0)/Replaced gas warning signs (1)/Service Availability request (0)/Abandonments (1)/Performed rectifier and field odorization test/Performed valve maintenance/Serviced truck/Took C.P. readings/Performed atmospheric corrosion/Changed gas charts 4 times for the month/Gas Connects (1)/Gas Disconnects (1)/Re-reads for City Hall/Assisted Water Department with a water leak on 7<sup>th</sup> Street and tap on East Blvd./Hauled dirt to Community South Credit Union on Hwy. 77 for placement on gas trench/Odor investigation at Pan Care/Monitored Odorant Station drip rate every week/Installed locating station for gas main at 1471 South RR Avenue/Installed gas tap for Beef O 'Brady's and installed emergency shut off valve/Meet contractors regarding conflict with gas line at NWFCH/Met with contractor clearing new Grease Pro lot on Hwy. 77 about tree removal in conflict with gas line/Meet with FPL regarding power pole change out/**Animal Complaints** (2)/Cats Impounded (5)/Dogs Impounded (1)/Dog bite cases (0)/Dead animal pick up (2)/Gas Connects (0)/Gas Disconnects (0).

## Water

Water Connects (20)/Water Disconnects (23)/ Re-reads (756)/Doorknockers (27)/Non-Payment Disconnects (51)/Non-Payment Reconnects (29)/Replaced meter boxes (2)/Replaced meter box lids (0)/Hydrant meter sets (1)/Locates (43)/Service leaks (8)/After hours service leaks (1)/Availability for Services request (1)/Water taps (1)/Assisted Gas Department with abandonment on South Railroad Avenue and installing service at new Beef O 'Brady's/Re-reads for City Hall/Assisted with building parade float/Verified meters were pulled at 1233 & 1235 Church Avenue before demo/Poured sidewalk back on Pecan Street/Checked for a leak at City Hall, no signs of water leak/Set meter at 745 East Blvd./Replaced meter at 542 2<sup>nd</sup> Street/Poured sidewalk back at 945 East Blvd./Watered grass at City Hall and old Dairy Dip lot on 2<sup>nd</sup> Street/Tied in 2" bore on Hwy. 90 east of Community South Credit Union/Pulled meters at 598 Bennett, 909, 911, 913 and 915 Southeastern Loop for demo tickets/Worked on sprinklers at the NE/Corner of Hwy. 77 & N. Railroad Avenue/Monitored contractor making tap at new VPK on Sinclair Street, pressure tested tapping saddle and valves, test passed/Set meter at 900 Orange Hill Road/Passed out water interruption notices to customers on Hwy. 77 from Hwy. 90 south to South Blvd. for fire hydrant relocation, issued PBWN and lift notices to customers.