



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 weekly/Met with customer regarding the purchase a plot at Glenwood Cemetery/Changed the codes on the bathrooms at Farmer's Market/Pressure washed under the pavilion at the Farmer's Market/Reset all timers downtown on the antique street lamps/Put together new benches for Farmer's Market/Put out flags downtown for Flag Day/Replaced fence pickets on the privacy fence around the dumpster at Public Works.

Street

Mowed city right of ways/Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks and driveways/Special Pickups/Leaf & Limb Pickup/Poured footer for flag pole at Jim Trawick Park/Patch potholes in all Wards/Cut down trees in various locations and had stumps ground/Picked up debris from inclement weather/Cleaned and maintained inlets and ditches/Cut right of ways and low hanging limbs/Cut grass at Old Roulhac and Communications tower site/Set up cones, barricades, and road closure signs for the Watermelon Parade and Thursday Night Light event/Swept right of way on 2nd Street between Holley Avenue and Warren Avenue and 1st Street from Hwy. 90 to Coleman Avenue.

Gas

Locate Tickets (49)/Gas calls (2)/New Service (0)/Pressure test (4)/Replaced meter sets (0)/Pulled inactive meters (1)/Replaced gas warning signs (23)/Service Availability request (0)/Abandonments (7)/Changed gas charts 4 times for the month/Assisted Water Department with re-reads and water leaks/Vehicle maintenance/Assisted generator technician at the Morris Lift Station with the natural gas generator/Greased and flushed the gas valve at 2nd Street and Jackson Avenue/Changed out the gas pressure recorder at West Point Home/Gas connects (0)/Gas Disconnects (0)/Assisted Building Maintenance with cleaning the Farmer's Market and putting together benches/**Animal Complaints** (4)/Cats impounded (5)/Dogs impounded (1)/Dog bite cases (0)/Dead animal pick up (3).

Water

Water Connects (12)/Water Disconnects (26)/Re-reads (888)/Doorknockers (33)/Non-Payment Disconnects (22)/Non-Payment Reconnects (13)/Replaced meter boxes (2)/Replaced meter box lids (1)/Hydrant meter sets (0)/Locates (40)/Service leaks (16)/After-hours service leaks (0)/Water Availability request (0)/Water taps (1)/Water main breaks (1)/Re-reads for City Hall/Assisted Gas Department with abandonment on Bennett Drive/Assisted Building Maintenance Department with taking down big USA flag, privacy fence around PW dumpster and cleaning parks and picking up trash downtown/Cut grass at old Roulhac/Took lead and copper samples/Assisted with unloading and loading crowd control panels for the Panhandle Watermelon Festival/Started replacing old registers with new Allegro registers in Book 5/Set tap and poured sidewalk back at 730 Pecan Street.