



City of Chipley

Public Works Office FEBRUARY 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 and 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/Met customers at Glenwood Cemetery to pick out plots/Finished taking down the Christmas lights/Changed out the big USA flag twice/Put up a new flag at the Chamber Office/Installed new keyboard tray on desk at City Hall/Set up generator at Glenwood Avenue & Hwy. 77 traffic signal due to power outage/Cleaned out all traffic signal boxes and put out ant poison/Cleaned and painted the old bird bath to be re-installed at Glenwood Cemetery/Pressured washed the cross at Glenwood Cemetery/Installed the flood panel numbers on the windows at City Hall and the library/Lowered and raised all flags to half-staff per Governor's order/Fixed the door handle to the downstairs bathroom at the Chamber Office/Picked up flags downtown from President's Day display/Re-adjusted front office door at Public Works/Installed new ceiling fan at the Historical Society/Sprayed ant poison at the Farmer's Market/Changed out the State of Florida flag at Glenwood Cemetery/Took two big USA flags to Dothan for repairs/Took down the antique street lamps and poles behind the fencing at the old Mongoven Building/Cleaned out the closet at City Hall and removed screws from wall in Council Chambers/Went to Lowe's to buy building materials for projects/Installed new LED light and post one the flag at the Chamber Office.

Street

Mowed city right of ways/Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks, and driveways/Special pickups/Limb & leaf pickup/Trimmed overgrown bushes at Hwy. 77 & RR Avenue and pressure washed sidewalk/Installed City Parking signs at parking lot in the southwest corner of 5th St. & RR Avenue/Cut back bushes blocking "Do Not Enter" sign at Post Office alleyway/Patched potholes in various locations in all Wards/Cut up fallen tree where we cleaned out ditch at First Baptist Church Youth Building/Dropped of barricades and road closed signage for the downtown vendors to close roads for the Thursday Night Lights event/Hauled road material to Public Works yard/Hauled spoiled dirt to customer/Bladed off Warren Avenue with backhoe/Built birdbath area and laid sod Glenwood Cemetery.

Gas

Locate Tickets (51)/Gas calls (2)/New Service (4)/Pressure test (5)/Replaced meter sets (0)/Pulled inactive meters (1)/Replaced gas warning signs (0)/Service Availability request (1)/Abandonments (2)/Performed rectifier and field odorization test/Performed valve maintenance/Took C.P. readings/Perform atmospheric corrosion/Changed gas charts 4 times for the month/Animal Complaints (1)/Cats Impounded (3)/Dogs Impounded (4)/Dead animal pick-up (0)/Dog bites (1)/Assisted Building Maintenance Department with removing antique street lamps downtown/Assisted Water Department with water leak at Bennett Drive and Coggin Avenue/Attended annual first responder meeting at Fire Department/Patched utility patches with cold mix/Assisted Water Utilities Department with electrical issues at treatment plant/Annual Regulator Inspections/Gas Connects (1)/Gas Disconnects (0).

Water

Water Connects (21)/Water Disconnects (26)/ Re-reads (762)/Doorknockers (15)/Non-Payment Disconnects (13)/Non-Payment Reconnects (5)/Replaced meter boxes (2)/Replaced meter box lids (0)/Hydrant meter sets (1)/Locates (42)/Service leaks (17)/After-hours service leaks (0)/Water main breaks (1)/Service availability request (2)/Water main breaks (1)/Water taps (1)/ Assisted Gas Department with abandoning services at 707 7th Street/Assisted Animal Control with catching dogs/Assisted Street Department with bird bath construction and laying sod at Glenwood Cemetery/Assisted Building Maintenance with flags/Replaced fire hydrant at 2nd St. & South Blvd./Cold patched utility patches on 2nd Street/Started running water line for faucet at Glenwood Cemetery/Installed new meter at 1334 Jackson Avenue/Flushed fire hydrant due to report of brown water at 1194 6th Avenue/Pulled meters at 711 7th Street and 707 7th Street for houses to be demolished/Replaced 3" meter at hospital/Poured sidewalk on Pecan Street at BJ's Grill/Started weed-eating around fire hydrants in Ward 1/Tied in a new water line at new Beef O'Brady's location/Dressed up utility patch on Coggin Avenue.

