



City of Chipley

Public Works Office MARCH 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 Brown Funeral Home to mark off plots at Glenwood Cemetery/Took big USA flag down and put back up several times due to inclement weather conditions/Put together new filing cabinets at City Hall/Put 2 banners back up downtown /Changed out 2 breakers downtown for the antique street lamps/Changed out 1 timer downtown/Changed out 2 outlets downtown in the antique street lamps/Reset all timers downtown after the time change/Met with Rustin Vault Company to locate a plot at Glenwood Cemetery/Pressured washed under the pavilion at the Farmer's Market/Pressured washed and painted the signs at the Industrial Park/Attached new hose reel on air compressor at Public Works wash rack/Rewired one antique street lamp downtown/Replaced LED bulbs in one antique street lamp downtown/Changed out one spigot at Glenwood Cemetery.

Street

Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks and driveways/Special pickups/Limb & Leaf pickup/Patch potholes in various Wards/Cleaned up fallen blocks at the old Fire Department/Removed advertisement signs from power poles downtown/Cut weeds inside fence and removed old construction board at the old Mongoven Building site/Replaced drain pipe between 534 & 536 4th Street/Cut grass at old Dairy Dip location/Put out sandbags and shovel across from Public Works yard and staged "Road May Flood" signs in locations due to inclement weather conditions/Put lime rock in washouts between sidewalk and road at 707 East Blvd./Added millings to driveway at 689 Pecan Street and Cooper Street and along the sides of road/Carried sand to old RMS track and spread out.

Gas

Locate Tickets (50)/Gas calls (2)/New Service (1)/Pressure test (3)/Replaced meter sets (0)/Pulled inactive meters (3)/Replaced gas warning signs (2)/Service Availability request (2)/Abandonments (1)/Changed gas charts 4 times for the month/Maintained equipment/Re-reads/Submitted the annual natural gas distribution report to the Public Service Commission/Monitored the drip rate at the Odorant Station/Daily contact with power company contractors that were drilling holes for poles around town/Put dirt in gas trench at Morris Lift Station and Vo-Tech's Lift Station/Assisted Building Maintenance with painting signs on Brickyard Road and Orange Hill Road at Industrial Park and pressure washing the Farmer's Market/**Animal Complaints** (2)/Cats Impounded (5)/Dogs Impounded (3)/Dog bite cases (0)/Dead animal pick up (3).

Water

Water Connects (8)/Water Disconnects (26)/Re-reads (856)/Doorknockers (60)/Non-Payment Disconnects (35)/Non-Payment Reconnects (17)/Replaced meter boxes (0)/Replaced meter box lids (1)/Hydrant meter sets (0)/Locates (50)/Service leaks (8)/After-hours service leaks (0)/Water Availability request (6)/Water taps (1)/Re-reads for City Hall/Assisted Gas Department with abandoning services on 3rd Avenue/Assisted Building Maintenance Department with taking down big USA flag, cleaning parks, picking up trash downtown and working on antique street lamps downtown/Made water tap and set meter at 875 Harden Lane/Poured concrete patch back on Brickyard Road/Added cold mix to patch on 8th Street & Court Avenue/Flushed line and pressure tested line at old spray field/Swept parking lot at Public Works/Weed-eated around all fire hydrants in all Wards/Checked for service at 1556 Brickyard Road had service but no meter/Patched utility cut at Johnson Avenue & Falling Waters Road/Vehicle & equipment maintenance.