



City of Chipley

Public Works Office DECEMBER 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/Picked up trash downtown twice weekly for month/Picked up trash at Glenwood Cemetery weekly/Worked on Christmas lighting downtown/Lowered and raised flags to half staff twice for month/Located grave plot at Glenwood Cemetery for Rustin Vault/Replaced 4 “Welcome to Chipley” banners downtown/Replaced 2 electrical outlets in the antique street lamps for Christmas lights/Met with customer at Glenwood Cemetery to pick out plots for purchase/Put City decals on new City truck for City Hall/Changed out one bulb in parking lot at City Hall/Repaired one antique street lamp at the Farmer’s Market/Put down a new ADA pad in front of the old Chipley High School building/Took big USA flag down once due to inclement weather conditions/Reset the traffic signal at Hwy. 77 & Nadia Avenue/Met with WUD’s at the Farmer’s Market to camera the sewer lines from the bathrooms.

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 various Wards/Took out and replaced section of sidewalk on Coggin Avenue/Installed driveway at 5th Street and poured mitered ends/Installed larger storm drain pipe on 3rd Street & Watts Avenue/Bladed and added millings to milled roads in all Wards/Cut holding pond at Office Park/Put out detour and road closure signs for Christmas Parade/Mowed ditches with mini-excavator/Hauled spoiled dirt/Assisted Building Department with Christmas lighting and cleaning parks.

Gas

Locate Tickets (46)/Gas calls (3)/New Service (1)/Pressure test (1)/Replaced meter sets (0)/Pulled inactive meters (0)/Replaced gas warning signs (1)/Service Availability request (2)/Abandonments (2)/Performed rectifier and field odorization test/Took C.P. readings/Changed gas charts 4 times for the month/Animal Complaints (6)/Cats Impounded (0)/Dogs Impounded (8)/Dead animal pick-up (0)/Gas Connects (2)/Gas Disconnects (0)/Assisted Street Department with pipe on S. 5th Street/Assisted Water Department with various water leaks.

Water

Water Connects (15)/Water Disconnects (23)/ Re-reads (646)/Doorknockers (30)/Non-Payment Disconnects (37)/Non-Payment Reconnects (14)/Replaced meter boxes (1)/Replaced meter box lids (1)/Hydrant meter sets (0)/Locates (37)/Service leaks (7)/After-hours service leaks (0)/Water main breaks (1)/Service availability request (1)/Assisted Gas Department with new service at Community South Credit Union and abandoning services/Assisted Building Maintenance Department with taking down big USA flag/Pulled meter at 737 Pecan St. & 1239 Coggin Avenue for demo of buildings/Ran graphs at 1322 Coggin 715 7th Street, 779 Gilbert and 987 Industrial Drive/Dressed up patches on Commerce Avenue and Rustin Drive/Set water meter at 1312 Forrest Avenue/Replaced meter at 779 Gilbert Drive/Pulled meter at 1345 Jackson Avenue/Assisted Water Utilities with abandoning services on Coggin Avenue/Monitored boring crew on Church Avenue/Changed water meter out at Kate Smith Elementary.