



City of Chipley

Public Works Office SEPTEMBER 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/Took 2 Ford trucks to Chipola Ford for recalls/Fixed a cut wire to antique street lamps downtown/Put out flags downtown for the Labor Day Holiday/Washed and dried all flags used in the downtown flag display/Sprayed ants at Farmer's Market/Cleaned and stocked all bathrooms at Farmer's Market/Changed the code on the bathroom doors at the Farmer's Market for the month/Prepared generators for the hurricane/Put up and took down the flood panels at City Hall and the library/Took the big USA flag down twice for the month due to inclement weather conditions/Got the fuel measurements for the tanks at Public Works monthly.

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/Mowed ditches with side-arm mower and mini-x in all Wards/Put sand and sandbags out for residents to use for upcoming weather event and put out "Road May Flood" signs in all Wards at various locations/Trimmed low hanging limbs over sidewalks and right of ways in all Wards/Dug outfall ditches out with mini-x in all Wards/Assisted Water Utilities Department with digging out asphalt and patching back with cold mix on Hwy. 90 at 7th Street/Checked drains, inlets and outfall ditches/Moved furniture at Chamber of Commerce Office after Hurricane Helene/Picked up any fallen limbs in all Wards/Cleaned out outfall ditches and inlets in all Wards/Cleared ditches in all Wards/Fixed washouts with mill material in all Wards.

Gas

Locate Tickets (43)/Gas calls (4)/New Service (0)/Pressure test (2)/Replaced meter sets (0)/Pulled inactive meters (1)/Replaced gas warning signs (0)/Service Availability request (1)/Abandonments (0)/Performed rectifier and field odorization test/Performed valve maintenance/Service equipment/Took C.P. readings/Changed gas charts 4 times for the month/Started leak survey on Hwy. 90 east and west/Put dirt in gas trench at Beef O' Brady's/Attended virtual seminar on pipeline safety at Public Works/Employee evaluations/Re-reads for City Hall/Installed anode on gas service at 1398 Carmichael Drive/Put up crash pole at the meter located at Florida Panhandle Tech College/Assisted with putting up and taking down the flood panels at City Hall prior to Hurricane Helene/Gas Connects (1)/Gas Disconnects (2)/**Animal Complaints** (8)/Cats Impounded (5)/Dogs Impounded (3)/Dog bite cases (0)/Dead animal pick up (3).

Water

Water Connects (19)/Water Disconnects (41)/ Re-reads (597)/Doorknockers (30)/Non-Payment Disconnects (0)/Non-Payment Reconnects (0)/Replaced meter boxes (1)/Replaced meter box lids (0)/Hydrant meter sets (1)/Locates (34)/Service leaks (7)/After-hours service leaks (0)/Availability for Services request (1)/Water taps (11)/Re-reads for City Hall/Water main breaks (1)/Assisted Building Maintenance Department with taking down big USA flag/Located water valves on Court Avenue and Falling Waters Road/Passed out notices for Court Avenue, Hwy. 77, Falling Waters and 8th Street for water line maintenance/Spotted water main on 4th Avenue/Cold patched old utility cut on Pecan Street; 7th St. & 4th Avenue/Worked on sprinklers downtown/Removed old fire hydrant and meter in the Northwest Corner of Hwy. 77 & Hwy. 90/Raised valve box up at 3rd St. & Hwy. 90/Repaired water leak in wall at the Water Department shop/Cut old irrigation lines off below grade at City Hall/Weed-eated around all fire hydrants in all Wards.

