



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, 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/Reset codes for Farmer's Market bathroom doors/Reset all timers downtown on the antique street lamps/Put up Christmas lights and decorations downtown/Replaced batteries in two faucets in the women's bathroom at City Hall/Repaired and replaced Christmas lights and outlets downtown all month/Pressured washed and cleaned six benches and took to Farmer's Market/Replaced 2 locks and deadbolts to the doors at the Historical Society/Replaced 2 light fixtures overlooking the monument at the Farmer's Market/Repaired one antique street lamp downtown on Railroad Avenue/Installed a new door closer on the men's bathroom at the Farmer's Market/Replaced damaged wiring to two antique street lamps do to damages by boring crew/Worked on City's float for several days for the Christmas parade/Cleaned and stocked bathrooms at the Farmer's Market/Took down big USA flag twice due to inclement weather conditions/Took the City's Christmas parade float apart/Lowered all flags to half-staff per Governor's order.

Street

Mowed city right of ways/Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks, and driveways/Special pickups/Limb & leaf pick/Patched potholes in various locations/Widen driveway @ 745 3rd Street and repaired curb/Took out old storm drain and sidewalk and replaced with 18" pipe and formed and repoured the sidewalk at Jim Trawick Park/Took spoiled dirt to 737 Sinclair Street/Installed a 25 mph sign on West Blvd./Installed handrails at sidewalk on 2nd Street at retention pond close to Fox Meadow Apartments/Removed fallen tree off chain link fence at the retention pond @ 825 5th Street and had Barnes Family Fencing replace damaged section of chain link fence/Dug out swells coming from parking lot on 2nd Street at old Chipley High School/Replaced 6 damaged parking bumpers at city parking lot at Hwy. 90 & Hwy. 77 in the southwest corner/Removed 3 metal u-channel post and changed out the post and handicapped sign in the northwest corner of the parking lot at Hwy. 90 & Hwy. 77.

Gas

Locate Tickets (20)/Gas calls (5)/New Service (0)/Pressure test (4)/Replaced meter sets (0)/Pulled inactive meters (0)/Replaced gas warning signs (1)/Service Availability request (1)/Abandonments (0)/Performed rectifier and field odorization test/Performed valve maintenance/Took C.P. readings in all Wards/Performed atmospheric corrosion/Changed gas charts 4 times for the month/Maintained equipment/Gas Connects (2) Disconnects (0)/Assisted Building Maintenance with Christmas banners downtown/Met with FDOT about moving gas line on north 6th Street/Worked on adding information on Diamond Maps website/Worked on the leak survey and re-checked leaks that had been fixed/Conducted distribution patrol/Work with FPL locating and spotting gas lines/**Animal Complaints** (2)/Cats Impounded (4)/Dogs Impounded (3)/Dog bite cases (0)/Dead animal pick up (3).

Water

Water Connects (11)/Water Disconnects (14)/ Re-reads (702)/Doorknockers (18)/Non-Payment Disconnects (0)/Non-Payment Reconnects (0)/Replaced meter boxes (1)/Replaced meter box lids (1)/Hydrant meter sets (1)/New registers (1)/Locates (13)/Service leaks (9)/After-hours service leaks (1)/Availability for Services request (1)/Water taps (1)/Water main breaks (0)/Assisted Gas Department with greasing valve at 784 Gilbert Drive and taking OQ test/Assisted Street Department with working on dump truck and pouring concrete at 3rd Street and Jim Trawick Park/Assisted Building Maintenance with electrical on antique street lamps, taking down big USA flag and working on parade float/Tied in 2" bore on 7th Street to the Chipley Station and set water meter/Pulled water meters at 1291 Morris Avenue & 801 4th Street per demo ticket/Raised fire hydrant at Beef O' Brady's/Repaired valve box lid at Hwy. 77 & Hwy. 90/Pulled water meter at 1048 Campbellton Avenue/Ran graph for 1312 Forrest Avenue/Re-set register at 580 4th Street due to no consumption reading/Cold patched 7th Street utility patch/Checked for a leak per customer request at 1123 Iola Drive, leak on customer's side/Filled in hole around fire hydrant at 7th Street & Grace Avenue.

