



# *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 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/Marked off one plot at Glenwood Cemetery/Built two new gates for Shivers Park/Replaced one light switch for Parks & Recreation Department in their shop/Installed work bench and cabinet under wash rack at Public Works/Took damaged flags and picked up repaired flags from Dothan/Went to Lowe's in Marianna to buy materials for projects/Fixed broken door in women's bathroom and repaired lights in bathrooms at Jim Trawick Park/Replaced back door keypad lock at Public Works/Reset timers on antique street lamps downtown due to time change/Put city logo decals on new Freightliner debris truck/Replaced all light bulbs around the concession stand at Jim Trawick Park/Repaired 4 antique street lamps downtown/Took down big USA flag twice during month due to inclement weather conditions/Repaired a broken tile and clogged drain at Chamber of Commerce Building/Checked all electrical, sprayed ant poison and cleaned and stocked bathrooms at the Farmer's Market for Thursday Night Lights event/Cleaned, stocked and checked electrical at Gilmore Park for an event/Cleaned and stocked Shivers Park twice daily for school events and community Easter egg events/Replaced the old door locks with new keypad locks at the bathrooms at Farmer's Market.

### **Street**

Mowed city right of ways/Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks, and driveways/Special pickups/Limb & leaf pickup/Replaced sections of sidewalk at City Hall/Mowed ditches with Mini-X/Cut low hanging limbs in various locations/Hauled off trees from 5<sup>th</sup> Street and 3<sup>rd</sup> Avenue cut down by Florida Power & Light on our right of ways/Put together and installed benches at Splash Pad for Parks & Recreation Department/Installed driveway pipe on 7<sup>th</sup> Street/Assisted Water Department with Beef O'Brady's water tie in and with sidewalks on Hwy. 90 two locations and at Florida Power & Light site/Assisted Building Maintenance cleaning parks and building bird bath at Glenwood Cemetery/Hauled spoiled dirt.

### **Gas**

Locate Tickets (35)/Gas calls (3)/New Service (1)/Pressure test (7)/Replaced meter sets (1)/Pulled inactive meters (2)/Replaced gas warning signs (0)/Service Availability request (0)/Abandonments (0)/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 (4)/Cats Impounded (1)/Dogs Impounded (3)/Dead animal pick-up (1)/Dog bites (0)/(1)/Gas Disconnects (1)/Assisted Water Department with leak on 2<sup>nd</sup> Street/Installed larger gas meter at 1131 Wynn Drive/Replaced index housing at National Guard Armory and installed 9 crash poles by gas meter and painted them.

## Water

Water Connects (29)/Water Disconnects (23)/ Re-reads (754)/Doorknockers (22)/Non-Payment Disconnects (0)/Non-Payment Reconnects (0)/Replaced meter boxes (0)/Replaced meter box lids (0)/Hydrant meter sets (1)/Locates (23)/Service leaks (5)/After-hours service leaks (1)/Water main breaks (1)/Service availability request (1)/Water taps (0)/Assisted Gas Department with spotting line on Hwy. 90/Assisted Building Maintenance Department with gates at parks/Monitored bore crew at Washington County Ag Center/Tied in bore at Ag Center and abandoned line crossing Hwy. 90/Weed-eated around fire hydrants in all wards/Poured sidewalk back on Hwy. 90 at Ag Center and at Florida Power & Light site/Checked pressure at trailer park on Coleman Avenue/Took lead & copper samples/Assisted with bird bath at Glenwood Cemetery/Pressure washed sidewalk at Jim Trawick Park/Reports of low pressure at 1377-A Brickyard Road, checked pressure was good at meter/Abandoned services at 1292 Morris Avenue for demo/Abandoned services at 1240 Campbellton Avenue for demo/Repaired leaking toilet at Jim Trawick Park for Parks & Recreation/Monitored bore crew on Hwy. 90.