

**Water Department
March, 2018
Monthly Report**

Operational

1. The plant operated throughout the month and complied with all state and federal requirements for water quality and reporting.
2. All distribution system flows and pressure needs, for both fire protection and the water customers, were met.

Maintenance and Improvements

1. The staff performed all required preventative maintenance during the month.
2. Elkhead work by the staff this month consisted of routine maintenance and inspections. Near the end of the month, due to rising water levels in the reservoir, the staff refilled the tower and started making spring time discharge rate increases as directed by the river district.
3. CIRSA came in this month to do the annual safety program audit of all city departments. Overall this audit went well.
4. Several staff members attended various training or informational classes this month. They included classes for the cross connection control technician, and water and wastewater operators' recertification requirements. Also, the staff attended a health department informational meeting for wastewater facilities on the compliance requirements for the future nutrient removal regulation.
5. The staff continued working with SGM on various ongoing water and wastewater projects this month.
6. Anson Excavating came in near the end of the month to start removing sediment from the #1 backwash pond. This work was completed in early April. This sediment will initially be stored on site at the water plant until it dries even further, and then this material will be taken, by the water department staff, to the Moffat County Landfill for final disposal later this summer.
7. The staff continued to assist or work with other city departments, vendors, customers, and contractors as needed. The staff also worked on building and grounds maintenance, equipment repair, and the cross connection control program.

Distribution System Operation/Maintenance

1. There were 12 line locates requested and completed this month. This required approximately 7.0 man-hours to complete.
2. All work orders, meter readings, meter tech appointments, distribution of nonpayment door hangers, and service line inspections requested or scheduled were completed.

3. Miscellaneous water department work by the staff this month included completing quarterly storage tank inspections, working on the water plant SCADA/server room improvements, cleaning up the grounds at the distribution shop (removing ruts etc.), completed 20 final meter reads, completed 34 service turn offs/ons, and repaired 5 meters/MXU's.
4. The staff worked on the fire hydrant maintenance, exercising, and replacement program. Thirty fire hydrants were exercised during the month. One fire hydrant damaged by an equipment incident was inspected by the staff, and it was determined to be beyond repair. The staff is presently scheduling to replace this fire hydrant.
5. The staff worked on the valve exercising and replacement program. There were 110 valves exercised during the month.
6. The staff was able to perform their regularly scheduled work on the distribution system, bulk water sales stations, and equipment maintenance during the month. They were able to assist contractors, other city departments, and complete all emergency assignments as required. The staff also worked on getting information to SGM to help them to complete the Water Main Replacement Project design work, and so that this project can be bid out before the end of April.

Water Production Statistics

Effluent Total Flow	24,802,000 gallons	Total Chemical Cost	\$ 4,239.45
Backwash Total Flow	780,000 gallons	Total Chemical Cost/MG	\$ 165.72
Total Flow	25,582,000 gallons	Alum & Ash Cost/Mg	\$ 101.89

(Backwash Flow % of Total = (3.05%))

The Craig Municipal Water Treatment Plant utilizes water rights for municipal use. These included direct flow diversions from the following:

Craig Irrigation Ditch
Fortification Creek Ditch

Deep Cut Ditch
Craig Water Supply System

Monthly Report

Wastewater

March 2018

A. Treatment – Operation:

1. Operated treatment plant to comply with State and Federal regulations.
2. Performed daily, weekly, and monthly maintenance as recommended in the manufacturer's manuals.
3. Treated average of 905,000 gallons/day of wastewater.
4. Received and treated 6,010 gallons of hauled waste.

B. Collection – Operation:

1. 6 man hours used to perform 8 line locates.
2. 32 man hours used to hydraulically clean 5,767 feet of sewer main as part of routine (every 5 weeks) maintenance.
3. 46 man hours used to hydraulically clean 12,575 feet of sewer main as part of an Annual Cleaning Program.

C. Collection – Correction

1. None

D. Other:

1. Assisted other departments as needed.
2. Assisted local plumbers as needed.
3. Analyzed Maybell's Wastewater Plant monthly samples.