

Monthly Report

Wastewater

November, 2017

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 780,000 gallons/day of wastewater.
4. Received and treated 8300 gallons of hauled waste.

B. Collection – Operation:

1. 6 man hours used to perform 7 line locates.
2. 24 man hours used to hydraulically clean 3575 ft. of pipe as part of routine (every 5 weeks) program.
3. 3 man hours used to hydraulically clean 965 ft. of pipe after removing roots.

C. Collection – Correction

1. 1 man hour used to respond to a backup complaint at 1737 E. Victory Way. Homeowner reported that sewer was backing up into shower. While locating manholes to inspect the main, the homeowner reported that he was able to clear the blockage in his service line. The main was inspected and found to be flowing well also. Determined to be homeowner's issue.

D. Other

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

Monthly Report

Wastewater

December, 2017

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 801,000 gallons/day of wastewater.
4. Received and treated 2,840 gallons of hauled waste.

B. Collection – Operation:

1. 3 man hours used to perform 6 line locates.
2. 24 man hours used to hydraulically clean 3575 ft. of pipe as part of routine (every 5 weeks) program.

C. Collection – Correction

1. 1 man hour used to respond to a backup complaint at 851 Colorado. Homeowner reported that sewer was backing up into residence. The main was inspected and found to be flowing well. While inspecting the main, it was possible to see the homeowner's tap and it was clear. Determined to be homeowner's issue.

D. Other

1. 2 man hours used to assist Moffat County with a water break at the Fairgrounds. City personnel cleared water from valve box.
2. Assisted other departments as needed.
3. Assisted local plumbers as needed.
4. Assisted local contractors as needed.
5. Analyzed Maybell's Wastewater Plant monthly samples.

**Water Department
November, 2017
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. Also, the interiors of the tower and control building were thoroughly cleaned by the staff.
3. Rocky Mountain Cummins came in this month to do the annual maintenance and inspection services on the water plant's emergency generator.
4. The staff worked on preparing a RFP for consulting services, and on the water and wastewater departments 2018 chemical bid specifications.
5. The staff attended webinars and stakeholder CDPHE meetings throughout the month on numerous regulations that are being reviewed; revised, and/or amended that could have an effect on the water and wastewater departments' long range planning and capital costs.
6. The alternative coagulant pilot study started on the 27th of the month with SGM's guidance and CDPHE's approval. This is one method that our consultant (SGM) feels may aid the city in coming into compliance with the 0.2 mg/l minimum chlorine residual requirement. This study is to take 3 to 5 weeks to complete, and depending on the results of this study, could help give SGM some direction towards planning for an upgrade design to correct this deficiency.
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 27 line locates requested and completed this month. This required approximately 20.0 man-hours to complete.
2. All work orders, meter readings, meter tech appointments, nonpayment door hangers distributed, and service line inspections requested or scheduled were completed.

3. Miscellaneous water department work by the staff this month included making temporary repairs to the loading pad heaters at the 1st Street bulk water sales stations, installed new antennae to help correct Wi-Fi issues at the shop, pulled the motor and shaft off of the wastewater plant's #2 recycle pump, disassembled the #3 pump from the 10th & Legion Pump Station to replace the bearings and mechanical seal, and started the thermal imaging program on the pumps, motors, and electrical switchgear at the water distribution system pump stations.
4. The staff repaired 1 water main leak that occurred during the month. This repair required 8.0 man-hours to complete.
5. The valve and fire hydrant repair, maintenance, and replacement program was worked on by the staff this month. One fire hydrant isolation valve was replaced and 8 dead end water main fire hydrants were flushed.
6. The staff was able to perform their regularly scheduled work on the distribution system, bulk water sales stations, and equipment maintenance this month. They were able to assist contractors, other city departments, and complete all emergency assignments as required.

Water Production Statistics

Effluent Total Flow	25,123,000 gallons	Total Chemical Cost	\$ 4,118.72
Backwash Total Flow	848,900 gallons	Total Chemical Cost/MG	\$ 158.58
Total Flow	25,971,900 gallons	Alum & Ash Cost/Mg	\$ 114.71

(Backwash Flow % of Total = (3.38%))

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

Craig Irrigation Ditch	Deep Cut Ditch
Fortification Creek Ditch	Craig Water Supply System

**Water Department
December, 2017
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. The staff also started the tower exterior bubbler system, once the reservoir started to ice over, to prevent ice from building up around the tower.
3. The CIRSA representative came in this month to do the annual facilities safety inspections of the water and sewer departments' buildings, etc... Only a few minor deficiencies were found, and they have already been corrected by the staff.
4. The alternative coagulant pilot study continued through the early part of December with some mixed results. Further testing may be done early in 2018 depending on addition bench testing results being performed by SGM.
5. 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 10 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 the quarterly storage tank inspections, installing a new motor on the #2 pump at the Finley Pump Station, and repairing the building heater unit at the 1st Street bulk water sales station.
4. The staff installed a new 1" water main tap during the month.
5. The staff was able to perform their regularly scheduled work on the distribution system, bulk water sales stations, and equipment maintenance this month. They were able to assist contractors, other city departments, and complete all emergency assignments as required.

Water Production Statistics

Effluent Total Flow	25,525,000 gallons	Total Chemical Cost	\$ 5,854.07
Backwash Total Flow	1,012,300 gallons	Total Chemical Cost/MG	\$ 220.60
Total Flow	26,537,300 gallons	Alum & Ash Cost/Mg	\$ 175.89

(Backwash Flow % of Total = (3.97%))

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