

**Water Department
December, 2019
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 finished the winterization work on all Dam facilities this month. The tower and conduit were drained, maintenance was performed on the fix cone valve, and the tower bubbler system was put into service to prevent ice from building up around the outside of the tower.
3. A representative from Colorado Weights and Measures came in this month to inspect and recertify the water meter test bench equipment. It passed, so we are still able to test water meters to make sure they are measuring flow accurately.
4. Black Mountain Glass was in this month to continue working on the installation of the new entranceway at the water plant.
5. The water and wastewater 2020 chemical and the water high service pump repair bids were completed and sent out this month. Both bids are due to be received in the middle of January 2020, and are scheduled to be awarded at the 2nd council meeting in January.
6. The staff attended a web conference training session with Cassell this month to try and finalize tying in all of the water department's Cross Connection Control paperwork into the finance department's billing software program.
7. The water system and water plant upgrade project were again worked on throughout the month. Velocity and their subcontractors worked on both the water distribution system improvements, and the monochloramine feed equipment installation at the water plant.
8. 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, and equipment repair.

Distribution System Operation/Maintenance

1. There were 50 line locates requested and completed this month. This required approximately 38.0 man-hours to complete.

2. All work orders, meter readings, meter tech appointments, distribution of nonpayment door hangers, nonpayment water service shut offs, and service line inspections requested or scheduled were completed.
3. Miscellaneous water department work by the staff this month included; completed 15 final meter reads, completed 32 service turn offs/ons, and repaired 18 meters/MXU's.
4. The staff worked on a couple of miscellaneous projects during the month. These projects included winterization of all water system pump stations, repairing or replacing broken building heaters at both the water and wastewater plants, and ordering various water distribution system appurtenances for restocking purposes.
5. 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.

Water Production Statistics

Effluent Total Flow	23,900,000 gallons	Total Chemical Cost	\$ 3,600.56
Backwash Total Flow	676,400 gallons	Total Chemical Cost/MG	\$ 146.50
Total Flow	24,576,400 gallons	Alum & Ash Cost/Mg	\$ 104.65

(Backwash Flow % of Total = (2.83%))

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

Monthly Report

Wastewater

December 2019

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 843,000 gallons/day of wastewater.
4. Received and treated 3,550 gallons of hauled waste.
5. Biosolids ready to be taken to landfill, waiting on approval.

B. Collection – Operation:

1. 25 man hours used to perform 50 line locates.
2. 24 man hours used to hydraulically clean 3,575 feet (0.68 miles) of sewer main as part of routine (every 5 weeks) maintenance.
3. Video inspection of the Town of Maybell's collection system is 90% complete. Will finish when access to remaining manholes is better.

C. Collection – Correction

1. 1.5 man hours used to respond to a backup complaint at 581 Tucker St. The main was inspected and found to be flowing well. Operators hydraulically cleaned main for good measure. Determined to be homeowner's issue.
2. 3 man hours used to respond to a backup complaint at 894 Ashley Rd. A local plumber called in reporting that wastewater was backing up into basement of home. Operators hydraulically cleaned the main and encountered a blockage. The blockage was cleared. Photos were taken of damage to basement and homeowner was referred to Liz White for insurance purposes.
3. 2 man hours used to respond to a backup complaint at the intersection of Industrial and Green Streets. A local plumber called to report a manhole being full. Operator verified same, and hydraulically cleaned the main and cleared a blockage which restored flow. No damage was reported at any of the businesses close by, but it did correct their slow drains.

D. Other:

1. Assisted other departments, local plumbers, and contractors as needed.
2. Analyzed Maybell's Wastewater Plant monthly samples.
3. We bid farewell to David Mondeau after 36 years of employment.