

**Water Department
February, 2020
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, inspections, and snow removal.
3. The staff continued working on year end reports for the health department and city administration throughout the month.
4. The water plant staff and CDPHE have been working closely together the last couple of months on a free chlorine versus chloramine bench test corrosion study, which was just completed at the end of January. This month we started collecting samples and doing analysis at a couple locations in the distribution system (pre-chloramine conversion) to monitor lead levels throughout the chloramine conversion process.
5. The water system and water plant upgrade project continued to be the primary focus for the water department staff this month. Testing of some of the new distribution system improvements (downloading valves) were made at the Finley and Barclay pump stations, and a lot of new chemical feed equipment was installed at the water treatment plant during the month. Testing of this equipment is planned for mid-March.
6. 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 on the Cross Connection Control Program.

Distribution System Operation/Maintenance

1. There were 45 line locates requested and completed this month. This required approximately 22.0 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 4 final meter reads, completed 29 service turn offs/ons (10 non-payment, 3 seasonal, & 16 repair work), and repaired 10 meters/MXU's.

4. The staff worked on a couple of miscellaneous projects during the month. These projects included continuing to plow out pump stations and water storage tanks during the month to maintain access, and continuing the valve exercise program by working 8 system valves. The staff also put the Barclay Pump Station back into service after Velocity Constructors completed the installation of this station's new downloading valve system as part of the water distribution system upgrade work.
5. The staff repaired 2 water main breaks during the month. These repairs required 20 manhours to complete.
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.

Water Production Statistics

Effluent Total Flow	24,372,000 gallons	Total Chemical Cost	\$ 3,834.61
Backwash Total Flow	707,000 gallons	Total Chemical Cost/MG	\$ 152.90
Total Flow	25,079,000 gallons	Alum & Ash Cost/Mg	\$ 104.87

(Backwash Flow % of Total = (2.82%))

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

February 2020

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 872,000 gallons/day of wastewater.
4. Received and treated 950 gallons of hauled waste.

B. Collection – Operation:

1. 22.5 man hours used to perform 45 line locates.
2. 24 man hours used to hydraulically clean 3,575 feet of sewer main as part of routine (every 5 weeks) maintenance.
3. 9.5 man hours used to hydraulically clean 2350 feet of sewer main as part of annual maintenance.

c. Collection – Correction

1. 2 man hours used to respond to a backup at 1111 Barclay St. A local plumber called it in. The main was inspected and found to be flowing well. The main was hydraulically cleaned and no obstructions were found. A video inspection was performed and the main was found to be clear. Determined to be homeowner's issue.
2. 3 man hours used to respond to a backup at East Elementary School. The main was inspected and found to be flowing well. Operators hydraulically cleaned the main, encountered no obstructions, then video inspected the main to locate the tap. Determined to be School's issue.
3. 1 man hour used to respond to a backup at 814 Stout St. The main was inspected and found to be flowing well. No issues were found. Determined to be homeowner's issue.

D. Other:

1. Assisted other departments, local plumbers, and contractors as needed.
2. Analyzed Maybell's Wastewater Plant monthly samples.
3. Safety meeting attended by all Wastewater personnel.