

**Water Department
April, 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, and inspections. The River District requested various release rate changes at the control building throughout the month. The staff saw to it these changes were made as requested.
3. The staff continued working on year end reports for the health department and city administration throughout the month.
4. The staff removed the #4 High Service pump this month so that this pump and motor could be rebuilt by DXP who was awarded the bid to rebuild two of the water plant's high service pumps in 2020.
5. The staff worked with Velocity, their subcontractors, SGM, and CDPHE throughout the month on the chloramine conversion plan, which included new equipment start up and testing, along with automation and control programming checks. This dominated the staffs' work hours this month, and the plan has not yet been completed. It is now projected to take until the end of May before the water plant and the entire water distribution system will be fully converted over to chloramine disinfection.
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 218 line locates requested and completed this month. This required approximately 163.5 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 13 final meter reads, completed 10 service turn offs/ons (0 non-payment, 0 seasonal, & 10 repair work), and repaired 2 meters/MXUs.

4. The staff worked on a couple of miscellaneous projects during the month. These projects included continuing the valve exercise program by working 58 system valves, replaced the broken 3" control valve at the #3 bulk water sales station at 1st Street, and worked on fire hydrant flushing on the east side of town along with some UDF. All together a total of 30 fire hydrants were flushed during the month.
5. The staff repaired 1 water main break 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.

Water Production Statistics

Effluent Total Flow	26,582,000 gallons	Total Chemical Cost	\$ 7,169.38
Backwash Total Flow	1,398,000 gallons	Total Chemical Cost/MG	\$ 256.23
Total Flow	27,980,000 gallons	Alum & Ash Cost/Mg	\$ 158.98

(Backwash Flow % of Total = (5.00%))

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

April 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 949,000 gallons/day of wastewater.
4. Received and treated 5,905 gallons of hauled waste.
5. Mixers refurbished and prepared for installation at lagoons.

B. Collection – Operation:

1. 109 man hours used to perform 218 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.

c. Collection – Correction

1. 2 man hours used to respond to a backup complaint at 1028 Breeze St. Homeowner stated that sewage was backing up into basement. The main was inspected and found to be flowing well. The main was hydraulically cleaned for good measure and to train a new operator on jet truck use. No obstructions were encountered. Determined to be homeowner's issue.
2. 1 man hour used to respond to a backup complaint at 804 W. 8th St. Homeowner stated that sewage was backing up into home. The main was inspected and found to be flowing well. 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.