

**Water Department
October, 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 staff finished making releases for the endangered fish program on Oct 7th. The staff worked with the River District and their contractor on making repairs to the leaking fixed cone valve during the month. The valve controller was taken out and back to the shop so the contractor could repair/rebuild it. This has not been completed yet, and staff will assist them, when they come back in late November or early December, with installing and testing this valve before winter sets in.
3. The staff continued working with Velocity and SGM throughout the month on equipment warranty issues related to the chloramine project.
4. The Small Barclay Tank was put back in service early in the month after the repair and improvement project was completed by WBS Coatings.
5. Anson Excavating finished the sediment removal from the #3 Backwash Pond early in the month, and by the end of the month the water department staff moved all of this sediment to the Moffat County Landfill.
6. The staff worked on developing a couple RFPs for 2020 budgeted projects that we hope to complete by the end of the year. The staff also attended meetings and continued to work on the proposed 2021 budget requests during the month.
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 on the Cross Connection Control Program.

Distribution System Operation/Maintenance

1. There were 177 line locates requested and completed this month. This required approximately 133.0 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, completing 42 final meter reads, 36 service turn offs/ons (5 non-payment, 12 seasonal, 14 repair work, and 5 other), and 15 meters/MXUs were repaired or replaced.
4. The staff worked on several miscellaneous projects during the month. These projects included continuing to work on the valve exercise program by working 12 system valves. They also completed winterizing all of the water system booster pump stations.
5. During the month the staff repaired (4) water main breaks. The staff installed two 1" water main taps for a new duplex on 8th Drive. They also completed replacing the water main on 6th Ave W from (A) to (B) Streets earlier in the month.
6. The staff were able to perform their regularly scheduled work on the distribution system, completed routine inspections, maintenance, or repairs on all pump and bulk water sales stations, and worked on various equipment maintenance tasks 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	35,647,000 gallons	Total Chemical Cost	\$ 6,884.57
Backwash Total Flow	1,017,200 gallons	Total Chemical Cost/MG	\$ 187.77
Total Flow	36,664,200 gallons	Alum & Ash Cost/Mg	\$ 109.61

(Backwash Flow % of Total = (2.85%))

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
October 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 794,000 gallons/day of wastewater.
4. Received and treated 2,100 gallons of hauled waste.

B. Collection – Operation:

1. 133 man hours used to perform 177 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. 36 man hours used to hydraulically clean 7,050 ft (1.34 miles) of sewer main as part of an annual cleaning program.

c. Collection – Correction

1. 3 man hours used to respond to a backup complaint at 470 Rose St. Local plumber said there were roots in the main line causing homeowner to have a slow draining service line. Operators hydraulically cleaned the main and then video inspected it. Roots were coming out of homeowner's service line into the main. Determined to be homeowner's issue.
2. 1 man hour used to respond to a backup complaint in the 700 block of Pershing. Local plumber was having trouble clearing the homeowner's service line. Line was cleared by the time operators arrived. Determined to be homeowner's issue.
3. 2 man hours used to respond to a backup complaint in the 500 block of 1st Ave. West. Local plumber was having difficulty clearing service line. The downstream main was inspected and found to be flowing well. Operators hydraulically cleaned the main for good measure. No obstructions were encountered. Notified local plumber that problem was in homeowner's service line.

4. 2 man hours used to respond to a backup complaint at 780 Green St. Local plumber stated that the homeowner's service line was draining slowly. The main was inspected and found to be flowing well. Operator hydraulically cleaned the main and found no issues. 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.