

**Water Department  
January, 2021  
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.
3. The staff started working on all year end operational reports, inventories, and budget carry overs this month.
4. The staff this month also tested a new in-line hydroelectric system that can be run in conjunction with a continuous pipeline water flow.
5. The staff continued working with SGM throughout the month on some equipment warranty matters, along with a couple unresolved issues related to the chloramine project.
6. There were numerous regional solar project web-based meetings throughout the month that were attended by the staff.
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 (including snow removal), equipment repair, and on the Cross Connection Control Program.

**Distribution System Operation/Maintenance**

1. There were 75 line locates requested and completed this month. This required approximately 56.0 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 17 final meter reads, 28 service turn offs/ons (8 non-payment, 0 seasonal, 15 repair work, and 5 other), and 19 meters/MXUs were repaired or replaced.
4. During the month the staff repaired (2) water main breaks, and continued the valve exercising program by working 6 valves. They also installed one traffic repair kit on a fire hydrant at 13<sup>th</sup> & Washington Streets after a vehicle struck this fire hydrant again.

5. 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	26,148,000 gallons	Total Chemical Cost	\$ 5,840.60
Backwash Total Flow	737,300 gallons	Total Chemical Cost/MG	\$ 217.24
Total Flow	26,885,300 gallons	Alum & Ash Cost/Mg	\$ 105.28

(Backwash Flow % of Total = (2.74%))

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

January 2021

### **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 786,000 gallons/day of wastewater.
4. Received and treated 1,200 gallons of hauled waste.

### **B. Collection – Operation:**

1. 56 man hours used to perform 75 line locates.

### **C. Collection – Correction**

1. 6 man hours used to respond to a complaint of water coming out of a manhole at 10<sup>th</sup> and Taylor streets. Operators hydraulically cleaned the main and encountered a blockage that eventually cleared and flow was restored. No property damage was reported by homeowners. Operators performed a video inspection of the main and found roots and a section of clay pipe that is damaged. This area is being added to the "Trouble Spot" list for cleaning every five weeks, until this section of pipe can be replaced.

### **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.