

**Water Department  
November, 2022  
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 winter preparation. The staff continued to make control building release rate changes throughout the month as directed by the River District.
3. Staff completed overland supply cleanup from Stout Street and Baker Drive water main projects.
4. The staff continued to assist or work with other city departments, vendors, customers, and contractors as needed. Work on building and grounds, equipment repair, and Water Plant periodic maintenance tasks were performed.

**Distribution System Operation/Maintenance**

1. There were 40 line locates requested and completed this month. This required approximately 30 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 22 final meter reads, 15 service turn off/on (8 non-payment, 2 seasonal, 2 miscellaneous, 3 repairs), along with repairing or replacing 5 meters/MXUs.
4. The staff repaired 1 water main break on the 600 block of Green Street., replaced a curb stop at 917 E. 9<sup>th</sup> Street, and replaced a 4" meter at Elk Valley Mobile Home Park. Additionally, they winterized all pump stations and booster stations, delivered Lead & Copper sampling bottles, and completed the 2022 equipment inventory.
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	29,849,000 gallons	Total Chemical Cost	\$8,912.70
Backwash Total Flow	834,100 gallons	Total Chemical Cost/MG	\$290.48
Total Flow	30,683,100 gallons	ACH & Soda Ash Cost/MG	\$154.91

Backwash Flow % of Total = 2.79%

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

November, 2022

### **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 993,000 gallons/day of wastewater.
4. Received and treated 1,050 gallons of hauled waste.
5. The biosolids for land application are in storage.

### **B. Collection – Operation:**

1. 30 man hours used to perform 40 line locates.
2. 36 man hours used to hydraulically clean 0.75 miles of sewer main as part of a routine (every 5 weeks) cleaning program.

### **c. Collection – Correction**

1. 1 man hour used to respond to a backup complaint at 44 Old Stage Rd. Homeowner said sewage was backing up into basement shower. The main was inspected and found to be flowing well. Operators hydraulically cleaned it for good measure but encountered no obstructions. 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. Two operators were sent for Certification testing.

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December, 2022  
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 winter preparation. The staff continued to make control building release rate changes throughout the month as directed by the River District. Guided wave radar was found to be out of place and was then repositioned and returned to normal operation.
3. The staff continued to assist or work with other city departments, vendors, customers, and contractors as needed. Work on building and grounds, equipment repair, and Water Plant periodic maintenance tasks were performed.

**Distribution System Operation/Maintenance**

1. There were 14 line locates requested and completed this month. This required approximately 10.5 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, completing 12 final meter reads, 17 service turn off/on (8 non-payment, 1 seasonal, 1 miscellaneous, 7 repairs), along with repairing or replacing 6 meters/MXUs.
4. The staff disconnected water service from the water main at 707 Riford Road.
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	30,982,000 gallons	Total Chemical Cost	\$8,520.08
Backwash Total Flow	924,100 gallons	Total Chemical Cost/MG	\$267.04
Total Flow	31,906,100 gallons	ACH & Soda Ash Cost/MG	\$115.96

Backwash Flow % of Total = 2.98%

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

December, 2022

### **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 912,000 gallons/day of wastewater.
4. Received and treated 1,600 gallons of hauled waste.
5. The biosolids for land application are in storage.

### **B. Collection – Operation:**

1. 10 man hours used to perform 14 line locates.
2. 36 man hours used to hydraulically clean 0.75 miles of sewer main as part of a routine (every 5 weeks) cleaning program.

### **c. Collection – Correction**

1. None

### **D. Other:**

1. Assisted other departments, local plumbers, and contractors as needed.
2. Analyzed Maybell's Wastewater Plant monthly samples.
3. Two operators were sent for Certification testing.