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COMMITMENT & INTEGRITY DRIVE RESULTS

Monthly Operating REPORT

Monmouth, Illinois

Department of
Public Works

January 2018



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EXECUTIVE SUMMARY

The January Public Works monthly report provides an overview of the month's activities and statistical data including: wastewater treatment effluent quality, water production, billing and collection statistics for municipal services, maintenance activities, maintenance and repair costs vs. monthly thresholds, water treatment chemical costs, overall project cost and performance to annual budget.

Highlighted activities for the month are listed below:

- Legacy Corporation was issued a Notice to Proceed on the Smithfield Forcemain replacement project once their bonds and insurance were in place. Pre-construction meeting was held February 15th, scheduled start date for pipe installation is the first full week of March.
- We had 1 snow removal event in January
- There were 11 days where the temperature was below zero in January
- CSO project still slightly ahead of schedule, cold weather the first 3 weeks of January pushed the startup back to mid-February. Substantial completion is still on schedule for March 1st.
- Due to the extreme cold, crews repaired 9 water main breaks during January.
- Manhole inspection crew completed 68 manhole inspections utilizing the Utility Cloud program

Feel free to stop by the office or give me a call, 309-734-4026 if you have any questions or comments.

Regards, Andy

1. HEALTH AND SAFETY/STAFF

Staff completed the annual Hazard Communications review and training plus continuous awareness discussions on the effects of working in sub-zero temperatures. There were no safety incidents or near misses in January. One recordable lost time accident for the year involving a minor hand injury.

No new staff issues or items.

2. WASTEWATER TREATMENT

The Consolidated WWTP treated and discharged 83 million gallons of wastewater in the month of January. There were 0 combined sewer overflow events in January. The weather station at the plant reported 0.7” of rain and 2” of snow during the month. The Consolidated Plant continues to produce excellent effluent quality. The table below outlines the water quality vs. NPDES permit limits.

Table 2-1: Water Quality vs. NPDES Permit Limits

	Monthly Average	Permit Limit
Flow (MGD)	3.03	4.62
Ammonia N mg/l	0.1	1.5
CBOD5 mg/l	2	10
Total Phos	0.8	1
Chlorides mg/l	417	500
Suspended Solids mg/l	5	12

3. WATER TREATMENT

The water treatment plants produced 91 million gallons of finished water in January. Finished water quality met all standards per the Clean Water Act for drinking water. The table below outlines the chemical usage for ion exchange softening for the month.

Table 3-1: Monthly Chemical Usage for Ion Exchange Softening

	Daily Average	Monthly Total
Treated Water to System	2.94 MG	91 MG
Poly Phosphate Usage-lbs.	95	2,951 lbs
Salt Usage — tons	5.6	175 tons
Chlorine Usage - lbs.	118	3,666 lbs

4. REVENUE COLLECTION

Table 4-1: FY to date

The table below outlines the revenue collected through the month of January from the Municipal Services billings.

PAYMENT TOTALS 2017-2018 FISCAL YEAR										
MONTH	WATER	SEWER	LANDFILL	RECYCLE	GARBAGE	YARD WASTE	FARM BONDS	FARM SURCHARGE	OTHER	PENALTY
MAY '17	\$215,671.89	\$181,412.62	\$22,531.07	\$15,217.48	\$36,009.98	\$2,817.50	\$15,886.40	\$0.00	\$0.00	\$2,111.84
JUNE	\$229,035.75	\$185,314.05	\$21,675.38	\$14,587.52	\$34,276.33	\$2,676.41	\$15,886.40	\$0.00	\$0.00	\$2,415.97
JULY	\$226,645.63	\$177,343.57	\$20,382.92	\$13,761.42	\$33,176.67	\$2,586.98	\$15,886.40	\$0.00	\$0.00	\$2,521.86
AUGUST	\$239,768.02	\$184,406.12	\$21,489.03	\$14,114.30	\$33,102.77	\$2,609.82	\$15,886.40	\$0.00	\$0.00	\$2,301.30
SEPTEMBER	\$230,056.22	\$177,006.99	\$20,634.09	\$13,930.35	\$33,406.80	\$2,589.03	\$15,886.40	\$0.00	\$0.00	\$3,730.94
OCTOBER	\$245,396.03	\$191,069.72	\$21,617.65	\$14,594.06	\$35,101.23	\$2,719.71	\$15,886.40	\$963.64	\$0.00	\$3,074.76
NOVEMBER	\$255,413.40	\$191,805.94	\$20,807.47	\$14,057.33	\$33,625.95	\$2,599.28	\$15,886.40	\$485.63	\$0.00	\$2,973.09
DECEMBER	\$217,504.34	\$171,027.12	\$19,986.66	\$13,507.70	\$32,372.58	\$2,510.17	\$15,886.40	\$45.80	\$0.00	\$2,483.01
JANUARY	\$237,281.48	\$186,533.14	\$22,039.41	\$15,304.99	\$35,314.71	\$2,715.34	\$34,065.81	\$0.00	\$200.00	\$3,193.44
FEBRUARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MARCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
APRIL '18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
YEAR TO DATE	\$2,096,772.76	\$1,645,919.27	\$191,163.68	\$129,075.15	\$306,387.02	\$23,824.24	\$161,157.01	\$1,495.07	\$200.00	\$24,806.21

5. ESTIMATED ANNUAL COST

Table 5-1: Estimated Annual Budget – Year 5

Budget Category	Month Budget	Month Actual	YTD Budget	YTD Actual	Annual Budget	over(under)
Labor (D.L. + FB)	\$125,165	\$113,179	\$1,126,482	\$1,074,381	\$1,501,976	(\$52,101)
Utilities	\$2,542	\$5,489	\$22,875	\$23,496	\$30,500	\$621
Chemicals Costs	\$23,044	\$17,612	\$207,400	\$211,728	\$276,533	\$4,328
Maintenance\Repair	\$28,297	\$31,412	\$254,675	\$269,647	\$339,567	\$14,972
Sludge Disposal Costs	\$2,069	\$0	\$18,623	\$2,200	\$24,830	(\$16,423)
Lab Supplies\Equip	\$3,431	\$3,717	\$30,881	\$29,213	\$41,175	(\$1,668)
Office Supplies	\$1,525	\$121	\$13,725	\$13,030	\$18,300	(\$695)
Miscellaneous Expenses	\$12,201	\$6,866	\$109,806	\$50,679	\$146,408	(\$59,127)
Other Operating Costs	\$5,912	\$5,316	\$53,210	\$131,017	\$70,947	\$77,807
Overhead (G.A.)	\$28,263	\$25,557	\$254,367	\$242,602	\$339,156	(\$11,765)
Subtotal Year 5	\$232,449	\$209,269	\$2,092,044	\$2,047,993	\$2,789,392	(\$44,051)
Fixed Fee Year 5	\$16,736	\$15,067	\$150,627	\$147,456	\$200,836	(\$3,172)
Total	\$249,186	\$224,336	\$2,242,671	\$2,195,449	\$2,990,229	(\$47,223)

6. MAINTENANCE/REPAIR ACTIVITIES

A SUMMARY OF MAINTENANCE & REPAIR ACTIVITIES:

Water/Street Facilities

Maintenance staff completed 109 routine/preventative and 30 corrective work orders for the water plants, distribution system, and fleet in January. 76 requests for service were responded to by service personnel. 80 requests for City utility locates from the J.U.L.I.E. call center were completed.

Water distribution system and sewer collection system items:

- Replaced 5 water meters
- Repaired water main 100 East 5th
- Repaired water main 100 East 11th
- Repaired water main 16 Lincoln Court
- Repaired water main 1100 North Main
- Repaired water main 500 East 11th
- Repaired water main 400 West 11th
- Repaired water main 700 North E
- Repaired water main 900 South 9th
- Repaired water main 800 West Broadway
- Repaired curb stop 418 East 2nd Ave
- Repaired curb stop 634 South Main
- Repaired aerator cover at South water plant

Wastewater Facilities

Maintenance staff performed 137 routine/preventative and 8 corrective work orders at the Consolidated Plant and North Pretreatment Plant

- Repaired HVAC system and replaced thermostat at Building 850
- Replaced air discharge sensor on the HVAC unit at Building 850
- Replaced flame rod assembly on the HVAC unit at Building 800
- Installed new alarm dialer at Parkway Manor lift station
- Replaced relay at Parkway Manor lift station
- Repaired frozen gas piping at the flare due to extreme cold temperatures
- Installed new communications antenna on the GEMS Building
- Replaced starter on #2 blower motor with used starter from blower # 3
- 68 Manhole inspections were performed

Street/Grounds/Right of Way/Fleet

- Various tree removal and trimming
- Scheduled vehicle service work (lube, oil, filters)
- Snow removal from 1 storms
- Replaced hydraulic ram on T14 plow
- Replaced alternator and dash lights on T19
- Replaced starter on T17
- Replaced serpentine belt on T42
- Replaced motor and converter's on T18
- Installed new battery in TC45 tractor

7. CAPITAL PROJECTS

Force main replacement project:

Legacy Corporation received Notice to Proceed, pipe installation will start in March

CSO Screw Pump:

Final start up will finish in February and substantial completion the first week of March

North Plant Clarifier:

Project construction will commence around June 1st, the replacement mechanism is ordered with a 6-month lead time for delivery