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COMMITMENT & INTEGRITY DRIVE RESULTS

Monthly Operating REPORT

Monmouth, Illinois

Department of
Public Works

December 2020



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EXECUTIVE SUMMARY

The December Public Works monthly report provides an overview of the month's activities and statistical data including safety training, 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.

The City was notified by the Illinois EPA that our Green Infrastructure Grant Opportunity application to reduce storm water runoff from the Monmouth Roseville School District parking lot located on South A and West 1st Avenue is under review. Indications are the City will receive this grant if the funds are not cut by the State. This project involves constructing several rain gardens within the parking lot to absorb the storm water runoff. MR District 238 fully supports the project which was helpful in the grant scoring. There should be a final determination on the grant by spring.

Notices were sent to all residential and commercial property owners along West Harlem Avenue explaining the upcoming road reconstruction project and included preliminary plan sheets to allow those owners to comment and ask questions about the project. Currently, construction is planned for calendar year 2022.

Please contact me at 309-734-4026 with any questions.

Regards, Andy

1. HEALTH AND SAFETY/STAFF

There were no safety incidents or near misses in December. With the COVID 19 pandemic affected everyone, our staff is updated regularly on any new policy change, preventative measures, and PPE. All staff members are practicing social distancing while at work to help prevent the spread of the virus.

2. WASTEWATER TREATMENT

The Consolidated WWTP treated and discharged 115 million gallons of treated wastewater in the month of December. Plant operations were returned to normal with the completion of the aeration basin construction and process re-established at the North Pre-Treatment Plant. There were no combined sewer overflow events in December. The weather station at the plant reported 2.3” of rain and 3” 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)	3.7	4.62
Ammonia N mg/l	0.7	1.5
CBOD5 mg/l	2	10
Total Phos	1	1
Chlorides mg/l	407	500
Suspended Solids mg/l	12	12

3. WATER TREATMENT

The water treatment plants produced 86 million gallons of finished water in December. 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	2.9 MG	90 MG
Poly Phosphate Usage-lbs.	92 lbs.	2,861 lbs.
Salt Usage — tons	4.2	130 tons
Chlorine Usage - lbs.	117	3,642 lbs.

5. TOTAL ANNUAL COST

Table 5-1: Annual Budget – Year 8

Budget Category	Month Budget	Month Actual	YTD Budget	YTD Actual	Annual Budget	over(under)
Labor (D.L. + FB)	\$139,913	\$123,072	\$950,183	\$929,582	\$1,455,092	(\$20,601)
Utilities	\$3,756	\$2,889	\$25,505	\$18,588	\$39,058	(\$6,917)
Chemicals Costs	\$29,868	\$22,486	\$202,838	\$202,840	\$310,622	\$2
Maintenance\Repair	\$35,117	\$43,578	\$238,490	\$172,772	\$365,219	(\$65,718)
Sludge Disposal Costs	\$0	\$0	\$0	\$813	\$0	\$813
Lab Supplies\Equip	\$4,068	\$4,092	\$27,627	\$29,864	\$42,307	\$2,237
Office Supplies	\$1,764	\$3,189	\$11,979	\$13,167	\$18,344	\$1,188
Miscellaneous Expenses	\$4,678	\$3,618	\$31,767	\$29,668	\$48,648	(\$2,099)
Other Operating Costs	\$11,020	\$2,759	\$74,837	\$125,452	\$114,604	\$50,615
Overhead (G.A.)	\$31,593	\$27,790	\$214,557	\$209,906	\$328,569	(\$4,652)
Subtotal Year 8	\$261,775	\$233,473	\$1,777,783	\$1,732,651	\$2,722,463	(\$45,132)
Fixed Fee Year 8	\$18,848	\$16,810	\$128,000	\$124,751	\$196,017	(\$3,250)
Total	\$280,623	\$250,283	\$1,905,784	\$1,857,402	\$2,918,480	(\$48,382)

6. MAINTENANCE ACTIVITIES

Utilizing the Utility Cloud maintenance management program, staff completed 221 preventative and 14 corrective workorders in December. Below is a summary of the months' activities:

