



AGENDA ITEM #9

REPORT TO CITY COUNCIL

Report Prepared by: Nancy Malecha

Date: January 8, 2019

Subject: Public Works Report

Report: Attached is the December 2018 Public Works Report.

Council Action Requested: No Council action requested.



Public Works including PRASD's Water / WW Report **December 2018**

Buildings:

- continued work on shop storage, locker acquisition, shelving, cabinets, cupboards, etc.
- Final items removed from maintenance work areas at City Hall (FD remodeled since)
- City Hall Garage Doors worked on (FD Controllers, Door 6 Malfunction, and Timer Estimates)
- Floor Drain Plugged at City Hall Garage (cleared)
- Routine cleaning and maintenance of City Buildings
- Various walk-throughs with Engineers, Nancy M., FD Chief, and service/sales professionals in new facility for multiple reasons
- Electrician consultation (pre-bid) at new maintenance (2-3 outlet and service modifications)
- Follow-up with WSN on Punchlist building items on new shop
- Hotzy Pressure Washer Instructional Demo from Company rep and installer (curtain specs also)
- Equipment parking arrangements and storage solutions finalized (could finish striping floor this spring)
- Fire Extinguisher annual inspection (NORTHLAND FIRE) on all City Buildings and vehicles
- Moved materials used for Santa Boppin to Town Event
- PW File transfer & reorganization to new building (& director) - ongoing...
- Inventoried and ordered Paper/Bag/Cleaning Products as needed
- Floor drain strainer installation / new Furniture & Computer purchase and move in
- addressing Punch list with WSN on Contractor issues remaining

Streets:

- 2018 Salt Allocation of 75 Tons of Road Salt was received in 3 truckloads (plenty of storage available!)
- Sand/Salt mix remaining at old salt shed in process of transfer to new
- 12/19 > Freezing Rain warranted a Salt & Salt/Sand Application - walkways done early 12/20/18
- 12/17 > Streets surveyed to ID spots to be patched soon (weather willing - UPM to Rasmussen, Akerson, Nelson, Sibley, Main potholes)
- Sign posts removed at 2 locations per Nancy A. request
- Fielded and responded to a coupled of 'slick roads' notifications
- Warranty Service of 2019 MACK in St. Cloud (ABS Brake Warning Light)
- Tree trimmed to improve for safer sightlines at City Hall Outlet (East Pine)
- picked up items for disposal from road right away (TV, Chairs, Garbage)
- cleaned fleet with new pressure washer system (wash curtain system a must-have!)
- Last week of December resulting in significant snow falls and removal efforts (18"+)

Parks:

- Timers adjusted on Christmas Decorations
- Electrician hired to fix Trailside Park Xmas Decoration issues (light pole power)
- worked with Sign Specialist (Chris @ Graphic Design) & John Babinski on Sign Replacement
- worked on improved organization and storage systems on equipment to promote efficiency/safety/usefulness

Safety & Training:

- Attended MMUA Monthly Safety Training (Niswaa)
- PWD participated in PL Safety Committee Meeting
- Initiated organization of internal training & safety training process
- Internal familiarization of our heavy equipment use with new staff

Other:

- City Sign Notifications modified / Flags maintained as directed / Cemetery Burials and Plot sales

Compiled and submitted by PWD – Jason Gorr –Direct questions to (612)810-9478

Water Dept.

Facility Performance for December 2018:

Flow

Average daily gallons pumped: 114,000 gallons
Maximum daily gallons pumped: 173,000 gallons
Minimum daily gallons pumped: 38,000 gallons
Total monthly gallons pumped: 3,419,000 gallons

Lab

Average daily chlorine concentration: 0.43 (mg/l)
***Recommended chlorine concentration: 0.2 to 0.5 mg/l**
Average daily fluoride concentration: 0.5 (mg/l)
***Recommended fluoride concentration: 0.5 mg/l to 0.9 mg/l**

Wastewater Dept.

Facility Performance for December 2018:

Flow

Average Daily Flow: 61,635 gallons (Design – 121,795 gal/day)
Maximum Daily Flow: 71,292 gallons
Minimum Daily Flow: 49,965 gallons
Total Monthly Flow: 1,910,968 gallons

Operations Report

- 1) Water treatment facility inspections were completed daily.
- 2) Wastewater facility and lift station checks were done every Monday, Wednesday, and Friday.
- 3) Monthly lift station maintenance (check amps, clean floats, inspect wet well, etc) was completed on 12/17.
- 4) Weekly water testing was completed.
- 5) Water meters were read on 12/20.
- 6) Monthly fluoride report was submitted to Minnesota Department of Health on 12/3.
- 7) Monthly Discharge Monitoring Report was submitted to MPCA on 12/3.
- 8) Quarterly Discharge Monitoring Report was submitted to MPCA on 12/4.
- 9) The City's new utility service truck is still being built. It should be ready for delivery soon.
- 10) PRASD operators will be assisting Tim Bohmer w/Municipal Service Co in the coming weeks with some valve replacements in the water treatment plant. This work will be covered by the MDH Source Water Protection Grant.
- 11) Spring Lake Engineering and Total Control Systems are preparing the programming and hardware for the process control upgrade at the City's water treatment facility. Plans are to have the work completed in mid to late January.

**Respectfully Submitted by Andrew Schwartz, Operations Manager,
Pine River Area Sanitary District**

**Please feel free to call my cell at 320-232-5787 with any questions/concerns
For 24-hour emergency service call 218-851-9060**